

**EAST BUCHANAN COMMUNITY SCHOOL DISTRICT**  
**AGENDA - Regular School Board Meeting**  
**May 14, 2025 at 5:00 p.m. in Library - 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** - Budget Amendment
- 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 April 9, 2025
  - b. Minutes from Special Meeting on April 23, 2025
  - c. Personnel Changes  
[https://docs.google.com/spreadsheets/d/1JmAtWeBe41FIU84hzS2yzW5Ov6Wjnx4B\\_Gx8nQBJAE/edit?gid=626273134#gid=626273134](https://docs.google.com/spreadsheets/d/1JmAtWeBe41FIU84hzS2yzW5Ov6Wjnx4B_Gx8nQBJAE/edit?gid=626273134#gid=626273134)
  - 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. Consider Budget Amendment
  - b. Consider 2025 Graduate List
  - c. Consider ESPSS Hourly Pay
  - d. Consider Photography Bids for 25-26 and 26-27 School Years
  - e. Consider bids for Roof Section over Locker Rooms
  - f. Consider MOU for Cybersecurity
  - g. Consider Non-Master Wages and Supplementary Salary Changes
  - h. Consider Hawkeye CC Agreement for 2025-2026
  - i. Set Date for Public Hearing on Flexibility Fund Expenditure
- 9. STUDENT QUESTIONS**
- 10. #BUCPR1DE**
- 11. ADJOURN**

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**EAST BUCHANAN School District  
Fiscal Year July 1, 2024 - June 30, 2025

The EAST BUCHANAN School District will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2025

**Meeting Date/Time:** 5/14/2025 05:00 PM**Contact:** Teresa Knipper**Phone:** (319) 935-3660 ext: 2106**Meeting Location:** East Buchanan CSD Library, 414 5th St N, Winthrop IA 50644

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

EXPENDITURES	Total Budget as Certified or Last Amended	Amendment Increase	Total Budget After Current Amendment	Reason
Instruction	5,890,300	109,700	6,000,000	Increase in cost of supplies and unplanned TSS payout
Total Support Services	3,458,700	41,300	3,500,000	Increase in cost of supplies, additional professional development, and unplanned TSS payout.
Noninstructional Programs	425,000	50,000	475,000	Increase in cost of food and supplies.
Total Other Expenditures	2,369,554	-1,000,000	1,369,554	Maintenance building construction project did not occur.
<b>Total</b>	12,143,554	-799,000	11,344,554	

**East Buchanan Community School District  
Regular Board Meeting Minutes – April 9, 2025**

**Call to Order-** President Andy Sperfslage called the meeting to order at 5:01 pm. The board recited the East Buchanan Mission Statement. Board members present were Scott Cooksley, Andrew Maas, Tim Recker, Andy Sperfslage, and Heather Steffens. Administrators attending were Superintendent Kory Kelchen, Principal Eric Dockstader, Dean of Students Nathan Reck, and Board Secretary Teresa Knipper. Several visitors attended the meeting. Motion carried with all ayes unless noted otherwise.

**25-26 School Calendar Public Hearing** – Motion by Recker, second by Steffens to open the public hearing at 5:02 pm. Kelchen presented the 25-26 school calendar. There were no comments from the public. Motion by Recker, second by Maas to close the public hearing at 5:04 pm.

**FY26 Proposed Budget Public Hearing** – Motion by Recker, second by Steffens to open the public hearing at 5:05 pm. Kelchen presented the FY26 budget. There were no comments from the public. Motion by Steffens, second by Recker to close the public hearing at 5:06 pm.

**Approve Agenda** - Motion by Maas, second by Recker to approve the agenda as presented.

**Approve Consent Agenda** - Motion by Cooksley, second by Recker to approve the consent agenda. Items included on the consent agenda: minutes from the regular meeting on March 12, 2025, public hearing on March 26, 2025, and special meeting on March 26, 2025; resignation of Elisa Brady as softball and volleyball coach; resignation of Averiel Brady as softball coach; hiring of Trent Robinson and Brent Shannon as HS softball coaches; expenditures listed; and financial reports.

**FFA Program Presentation** – FFA members gave the EB Program of Activities presentation that they will be giving at the state convention.

**Administrative Updates and Reports** – Reck reported that ISASP testing went well with a field trip to Marion YMCA as the reward for completing testing, the Spring Fling is scheduled for April 23<sup>rd</sup>, FAST testing is the week of April 28<sup>th</sup>, Camp Wapsie is May 1<sup>st</sup> and 2<sup>nd</sup>. Dockstader reported that ISASP testing went well, prom is on April 26<sup>th</sup>, and that students will have an opportunity to hear from a Holocaust survivor through the US Holocaust Museum. Kelchen updated the board regarding legislation and that the Denovo Construction work session is scheduled for April 23<sup>rd</sup>.

**25-26 School Calendar-** Motion by Maas, second by Cooksley to approve the 25-26 school calendar as presented.

**24-25 School Calendar End Date** – Motion by Maas, second by Recker to approve the last student day for the 24-25 school year as May 23<sup>rd</sup>.

**Out of State Field Trip** – Tabled.

**FY24 Audit Report** – Motion by Recker, second by Maas to approve the FY24 audit report as presented.

**FY26 Budget** – Kelchen presented the published budget and options. No action was taken.

**Set FY25 Amended Budget Public Hearing** – Motion by Recker, second by Cooksley to schedule a public hearing to amend the FY25 budget for May 14, 2025 at 5:00 pm.

**BucPr1de** – A thank you note and photos were presented from the MS field trip to Chicago, we are fortunate to be able to practice at Buffalo Creek Golf Course, and the FFA team did a great job presenting their EB Program of Activities.

**Exempt Session** – Motion by Recker, second by Steffens to enter exempt session at 5:44 pm to discuss bargaining strategy per Iowa Code 20.17(3). Exited exempt session at 5:53 pm.

**Exempt Session Action** - Tabled

**Adjourn-** Motion by Recker, second by Maas to adjourn the meeting at 5:54 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 8:00am and 4:00pm.

**East Buchanan Community School District  
Special Board Meeting Minutes – April 23, 2025**

**Call to Order-** President Andy Sperflage called the meeting to order at 5:00 pm. Board members present were Scott Cooksley, Andrew Maas, Tim Recker, Andy Sperflage, and Heather Steffens. Superintendent Kory Kelchen and Board Secretary Teresa Knipper were present. Several visitors attended the meeting. Motion carried with all ayes unless noted otherwise.

**Approve Agenda** – Motion by Steffens, second by Cooksley to approve the agenda with the addition of student questions.

**Consent Agenda** – Motion by Maas, second by Recker to approve the consent agenda which consisted of the hiring of Trent Robinson as MS softball coach.

**Student Questions** – A student asked about the plan for at risk students with not hiring a replacement for the retiring teacher.

**Exempt Session** – Motion by Maas, second by Recker to enter exempt session for Bargaining Strategy and Negotiations Sessions for Union Employees and Strategy Session for Non-Union Employees. Directors will enter into an exempt session as provided for in Chapter 20.17(3) Code of Iowa for negotiating sessions, strategy meetings of public employers or employee organizations, mediations and the deliberative process of arbitrators and shall be exempt from the provisions of Chapter 21. Entered session at 5:02 pm. Exited session at 5:14 pm.

**Exempt Session Action** – Motion by Steffens, second by Maas to approve \$0 base increase for certified staff, \$200 base increase for extra-curricular staff, \$0.40 hourly increase for classified staff, 3.50% salary increase for administrative/support staff, and \$70 base increase for bus drivers.

**FY26 Budget** – The FY26 budget options was presented by Kelchen. Motion by Maas, second by Recker to adopt the FY26 budget at a property tax rate of \$13.98484.

**Iowa Star Insurance Group 28E Agreement** – Motion by Maas, second by Steffens to approve the 28E Agreement with Iowa Star Insurance Group as presented.

**Denovo Facilities Assessment** – Denovo Construction presented a recommended maintenance plan and suggested phases based on the priority list.

**Adjourn-** Motion by Maas, second by Steffens to adjourn the meeting at 6:15 pm

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## 2024 - 2025 Personnel Changes

SB Mtg date	Employee	Type	Position	Notice Date	Effective Date
5/14/2025	Opitz, Jessi	Resignation	Kitchen Staff	5/9/2025	5/23/25
5/14/2025	Beyer, Jayme	Resignation	Special Education Teacher	5/5/2025	Enf of Year

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
ALLIUTIL	ALLIANT ENERGY	GAS/ELECTRIC	5,196.16	1
			<b>5,196.16</b>	
GROUMUSE	GROUT MUSEUM DISTRICT	Grout Museum- 4th Grade Field Trip.	628.00	1
			<b>628.00</b>	
IOWACHILD	IOWA CHILDREN'S MUSEUM	FIELD TRIP	72.00	1
			<b>72.00</b>	
YMCAMARION	YMCA	FIELD TRIP	100.00	1
			<b>100.00</b>	
YMCACAMP	YMCA CAMP WAPSIE	DEPOSIT	266.65	1
			<b>266.65</b>	
			<b>Report Total:</b>	<b>6,262.81</b>

List of Bills - School Board Mtg

Posted - All; Batch Description Activities corrected April 2025; Fund Description ACTIVITY  
FUND: Processing Month 04/2025

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
JWPEPPER	J.W. PEPPER & SON, INC.	Honor Choir Music	93.64	2
			<u>93.64</u>	
WINTBUIL	WINTHROP BUILDING SUPPLY	Materials	89.58	2
WINTBUIL	WINTHROP BUILDING SUPPLY	Materials for play set	98.00	2
			<u>187.58</u>	
			Report Total:	<u>281.22</u>



<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
ACER	Acer Service Corp	Chromebook Parts	1,845.72
			<b>1,845.72</b>
ALLIUTIL	ALLIANT ENERGY	GAS/ELECTRIC	11,994.00
			<b>11,994.00</b>
BLACKHAWK	BLACK HAWK WAST DISP, INC.	GARBAGE	893.00
			<b>893.00</b>
CLBARNHOUS	C.L. BARNHOUSE	SUPPLIES	3.00
			<b>3.00</b>
CAPISANI	CAPITAL SANITARY SUPPLY CO. INC.	B&G SUPPLIES	344.30
CAPISANI	CAPITAL SANITARY SUPPLY CO. INC.	B&G SUPPLIES	63.56
			<b>407.86</b>
CEDAFALL	CEDAR FALLS CSD	TUITION	29,701.10
			<b>29,701.10</b>
CRAEA	CENTRAL RIVERS AEA	Network Services	1,000.00
			<b>1,000.00</b>
CITYLAUN	CITY LAUNDERING CO.	TRANSPORTATION PURCHASED SERVICE	61.64
			<b>61.64</b>
CITYWINT	CITY OF WINTHROP	WATER/SEWER	758.94 1
			<b>758.94</b>
CJCOOP	CJ COOPER & ASSOCIATES, INC.	SCREENING TESTS	80.00
			<b>80.00</b>
DHS	DHS CASHIER 1ST FL.	STATE MEDICAID MATCH	4,021.12
			<b>4,021.12</b>
DUNKERTO	DUNKERTON SCHOOL DISTRICT	SHARED LMC	580.56
			<b>580.56</b>
EBTELEPH	EAST BUCHANAN COOP TELEPHONE	TELEPHONE	2,673.28
			<b>2,673.28</b>
EDGEOIL	Edgewood Oil, Inc.	TRANSPORTATION SUPPLIES	154.10
			<b>154.10</b>
3EELECTRIC	ELECTRICAL ENGINEERING & EQUIPMENT CO	ELECTRICAL SUPPLIES	139.26
3EELECTRIC	ELECTRICAL ENGINEERING & EQUIPMENT CO	ELECTRICAL SUPPLIES	31.48
3EELECTRIC	ELECTRICAL ENGINEERING & EQUIPMENT CO	ELECTRICAL SUPPLIES	27.96
			<b>198.70</b>
INDENAPA	Etten Enterprises LLC	PARTS	581.00
			<b>581.00</b>
FRANALYS	Franck, Alyson	GRAD HR REIMBURSEMENT	200.00
			<b>200.00</b>
GRANWOOD	GRANT WOOD AEA	PURCHASED SERVICE	150.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	
			<b>150.00</b>
HAWKCOMM	HAWKEYE COMMUNITY COLLEGE	TUITION & TEXTBOOKS	7,747.01
			<b>7,747.01</b>
HERFJONE	HERFF JONES, INC	Commencement 2025	179.05
			<b>179.05</b>
HOBASERV	HOBART SERVICE	PURCHASED SERVICE	418.00
			<b>418.00</b>
HOTLUNCH	HOT LUNCH PROGRAM	PS SNACKS	195.65
			<b>195.65</b>
ICN	IOWA COMMUNICATIONS NETWORK	ICN SERVICES	449.25
			<b>449.25</b>
ISUEXTEN	ISU EXTENSION - ALLAMAKEE COUNTY	FIELD TRIP	60.00
			<b>60.00</b>
JWPEPPER	J.W. PEPPER & SON, INC.	MS CHOIR MUSIC	35.00
			<b>35.00</b>
JOHNDEERE	JOHN DEERE FINANCIAL	SUPPLIES	129.42
			<b>129.42</b>
KELCMACY	Kelchen, Macy	LIFEGUARD	150.00
			<b>150.00</b>
KONEINC	KONE INC.	Elevator Service Provider	255.87
			<b>255.87</b>
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	1,923.15
LINNCOOP	LINN CO-OPERATIVE OIL CO	DIESEL	2,076.61
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS	918.34
LINNCOOP	LINN CO-OPERATIVE OIL CO	DIESEL	1,999.84
			<b>6,917.94</b>
MTMDDRIV	MTMD Driving School LLC	DRIVERS ED	400.00
			<b>400.00</b>
NICKGROC	Nick's Grocery	FCS SUPPLIES	123.11
			<b>123.11</b>
OELWPUBL	OELWEIN PUBLISHING COMPANY	ADVERTISING	35.40
OELWPUBL	OELWEIN PUBLISHING COMPANY	ADVERTISING	21.24
OELWPUBL	OELWEIN PUBLISHING COMPANY	ADVERTISING	166.38
			<b>223.02</b>
PRESTOX	PRESTO-X	KITCHEN-PEST SERVICE	80.59
			<b>80.59</b>
RINIADAM	Riniker, Adam	PE Curriculum	65.53
			<b>65.53</b>
SCHOBUSS	SCHOOL BUS SALES CO	SUPPLIES	35.90
SCHOBUSS	SCHOOL BUS SALES CO	SUPPLIES	39.68
			<b>75.58</b>

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	
SHAFALLI	Shaffer, Allison		200.00
			<b>200.00</b>
SUPEWELD	SUPERIOR WELDING SUPPLY	WELDING SUPPLIES	683.47
			<b>683.47</b>
TIMBBILL	TIMBERLINE BILLING SERVICE LLC	MEDICAID PURCH SERVICE	415.20
			<b>415.20</b>
UNIVPEDI	Universal Pediatrics	PURCHASED SERVICE	5,378.50
			<b>5,378.50</b>
USCELL	US CELLULAR	DISTRICT CELL PHONE	283.83
			<b>283.83</b>
VANMETER	VAN METER ELECTRIC SUPPLY CO	B&G REPAIRS	521.58
			<b>521.58</b>
WALMART	WALMART COMMUNITY BRC	FCS SUPPLIES	138.50
			<b>138.50</b>
WAVESHEL	WAVERLY-SHELL ROCK CSD	SPECIAL ED TUITION	9,724.05
			<b>9,724.05</b>
WEEDSON	WEEDS ON FIRE	UPKEEP OF BLDGS & GROUNDS	1,300.00
			<b>1,300.00</b>
WINTBUIL	WINTHROP BUILDING SUPPLY	SUPPLIES	21.78
WINTBUIL	WINTHROP BUILDING SUPPLY	SUPPLIES	104.48
			<b>126.26</b>
Batch Total:			91,580.43
Report Total:			91,580.43

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
AMAZON	Amazon	Laminating film	110.66	1
AMAZON	Amazon	SUPPLIES	309.92	1
			<b>420.58</b>	
CHASCARD	CHASE CARD SERVICES	GAS	122.15	1
CHASCARD	CHASE CARD SERVICES	SUPPLIES	75.83	1
			<b>197.98</b>	
ELDT	ELDT.com CDL Powersuite LLC	ELDT Training for CDL	77.63	1
			<b>77.63</b>	
GOLCDL	Goldline CDL	CDL Training	800.00	1
			<b>800.00</b>	
IOWABAND	IOWA BANDMASTERS ASSOCIATION, INC. Conference Registration		103.00	1
			<b>103.00</b>	
NICKGROC	Nick's Grocery	SUPPLIES	70.06	1
			<b>70.06</b>	
WALMART	WALMART COMMUNITY BRC	FCS SUPPLIES	41.65	1
WALMART	WALMART COMMUNITY BRC	FCS SUPPLIES	270.82	1
			<b>312.47</b>	
Batch Total:			1,981.72	
Report Total:			1,981.72	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	
CDWG	CDW GOVERNMENT, INC	Firewall	3,750.00
			<u>3,750.00</u>
CEDAFALL	CEDAR FALLS CSD	TUITION	4,677.20
			<u>4,677.20</u>
3EELECTRIC	ELECTRICAL ENGINEERING & EQUIPMENT CO	ELECTRICAL SUPPLIES	10,241.55 3
			<u>10,241.55</u>
Batch Total:			<u>18,668.75</u>
Report Total:			<u>18,668.75</u>

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	
BIMBBAKE	BIMBO BAKERIES USA	Food	610.33
			<b>610.33</b>
EMSDETER	EMS DETERGENT SERVICES CO.	Supplies	46.03
			<b>46.03</b>
MARTBROT	MARTIN BROTHERS	Food Purchased	4,760.63
			<b>4,760.63</b>
NICKGROC	Nick's Grocery	Food	17.89
			<b>17.89</b>
PERFFOOD	PERFORMANCE FOODSERVICE	Food/Supplies	12,768.81
			<b>12,768.81</b>
PRAIFARM	PRAIRIE FARMS DAIRY, INC.	Milk	3,619.85
			<b>3,619.85</b>
WALMART	WALMART COMMUNITY BRC	Food	226.63
			<b>226.63</b>
Batch Total:			22,050.17
Report Total:			22,050.17

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
ALBURNETT	ALBURNETT HIGH SCHOOL	Track Entry Fee	200.00
ALBURNETT	ALBURNETT HIGH SCHOOL	Track Entry Fee	150.00
			<b>350.00</b>
BELLECSO	Bellevue High School	Track Entry Fee	190.00
			<b>190.00</b>
CENTCITY	CENTRAL CITY COMM. SCHOOL	Track Entry Fee	70.00
			<b>70.00</b>
CHASCARD	CHASE CARD SERVICES	Interest	78.35
CHASCARD	CHASE CARD SERVICES	Thank you gifts for sponsors.	64.20
CHASCARD	CHASE CARD SERVICES	Athletic equipment	498.03
CHASCARD	CHASE CARD SERVICES	Athletic Equipment	781.00
CHASCARD	CHASE CARD SERVICES	FCCLA tools for Cricut	147.20
CHASCARD	CHASE CARD SERVICES	State Hotels	4,273.92
CHASCARD	CHASE CARD SERVICES	Prom Supplies	12.29 2
CHASCARD	CHASE CARD SERVICES	Entry Fee	302.00 2
			<b>6,156.99</b>
DENVCOMM	DENVER COMMUNITY SCHOOL DISTRICT	Track Entry Fee	200.00
			<b>200.00</b>
EDCO	EDGEWOOD COLESBURG SCHOOL	Golf Entry Fees	200.00
EDCO	EDGEWOOD COLESBURG SCHOOL	Track Entry Fee	180.00
			<b>380.00</b>
ELITE	Elite Sports	Track Uniforms	1,750.00
			<b>1,750.00</b>
GALLBLAK	GALLERY, BLAKE	Sheriff presence for prom	240.00
			<b>240.00</b>
INDECSO	INDEPENDENCE CSD	Track Entry Fee	200.00
			<b>200.00</b>
JESUPCSO	JESUP COMMUNITY SCHOOL DISTRICT	Track Entry Fee	120.00
			<b>120.00</b>
MEADOWVIEW	MEADOWVIEW GOLF & COUNTRY CLUB	Entry Fees	60.00 2
MEADOWVIEW	MEADOWVIEW GOLF & COUNTRY CLUB	Entry Fee-Golf	60.00 2
			<b>120.00</b>
MONTCSO	MONTICELLO CSD	Track Entry Fee	220.00
			<b>220.00</b>
NICKGROC	Nick's Grocery	Banquet Meals	1,012.50
			<b>1,012.50</b>
OELWCSD	OELWEIN CSD	Track Entry Fee	150.00
			<b>150.00</b>
SIGNSMOREL	SIGNS AND MORE	FFA Banner	1,006.00
			<b>1,006.00</b>
STARMONT	STARMONT CSD	Track Entry Fee	80.00
			<b>80.00</b>

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
UNIONCSD	Union Community School District	Track Entry Fee	200.00
			<b>200.00</b>
WALMART	WALMART COMMUNITY BRC	Leader In Me Reward for PLC Activity	6.97
			<b>6.97</b>
WESTDELA	WEST DELAWARE CSD	Track Entry Fee	75.00
WESTDELA	WEST DELAWARE CSD	Track Entry Fee	75.00
			<b>150.00</b>
Batch Total:			<b>12,602.46</b>
Report Total:			<b>12,602.46</b>



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

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
<b>10-GENERAL FUND</b>						
Beginning Balance	1,528,451.82	1,163,382.24	751,315.60	834,136.45	1,759,906.93	1,754,589.05
Revenue	471,644.57	147,381.10	636,363.99	1,576,136.61	610,614.40	843,579.64
Expenditures	836,714.15	559,447.74	553,543.14	650,366.13	615,932.28	727,285.02
Ending Balance	1,163,382.24	751,315.60	834,136.45	1,759,906.93	1,754,589.05	1,870,883.67
<b>21-ACTIVITY FUND</b>						
Beginning Balance	87,662.12	91,145.23	92,180.73	103,923.09	109,287.59	109,022.88
Revenue	9,059.13	6,913.14	24,641.12	19,158.24	14,907.78	15,454.09
Expenditures	5,576.02	5,877.64	12,898.76	13,793.74	15,172.49	17,978.51
Ending Balance	91,145.23	92,180.73	103,923.09	109,287.59	109,022.88	106,498.46
<b>22-MANAGEMENT FUND</b>						
Beginning Balance	262,581.63	26,426.30	25,838.89	51,392.23	76,837.27	92,033.49
Revenue	3,603.81	418.84	26,659.59	273,383.44	19,474.22	6,019.46
Expenditures	239,759.14	1,006.25	1,106.25	247,938.40	4,278.00	1,000.00
Ending Balance	26,426.30	25,838.89	51,392.23	76,837.27	92,033.49	97,052.95
<b>33-SAVE</b>						
Beginning Balance	2,809,867.27	2,679,488.94	2,756,068.15	2,739,416.44	2,703,265.80	2,762,501.09
Revenue	77,173.16	76,579.21	112,252.32	78,512.30	59,235.29	73,975.55
Expenditures	207,551.49	0.00	128,904.03	114,662.94	0.00	22,312.50
Ending Balance	2,679,488.94	2,756,068.15	2,739,416.44	2,703,265.80	2,762,501.09	2,814,164.14
<b>36-PPEL</b>						
Beginning Balance	314,010.84	267,109.43	245,696.66	265,088.02	445,396.14	465,308.78
Revenue	4,171.97	6,200.76	32,817.75	180,308.12	24,420.44	25,583.00
Expenditures	51,073.38	27,613.53	13,426.39	0.00	4,507.80	31,608.74
Ending Balance	267,109.43	245,696.66	265,088.02	445,396.14	465,308.78	459,283.04
<b>40-DEBT SERVICE</b>						
Beginning Balance	39,869.90	43,511.19	43,184.74	47,553.32	13,900.40	16,980.44
Revenue	210,821.29	173.55	4,368.58	23,709.58	60,442.54	35,449.56
Expenditures	207,180.00	500.00	0.00	57,362.50	57,362.50	34,792.50
Ending Balance	43,511.19	43,184.74	47,553.32	13,900.40	16,980.44	17,637.50
<b>61-NUTRITION FUND</b>						
Beginning Balance	191,194.54	185,377.66	206,597.70	193,866.90	191,481.56	183,875.31
Revenue	7,289.48	33,188.85	104,932.48	73,790.63	61,522.39	55,205.16
Expenditures	13,106.36	11,968.81	117,663.28	76,175.97	69,128.64	67,300.41
Ending Balance	185,377.66	206,597.70	193,866.90	191,481.56	183,875.31	171,780.06
less: Received on Acct	2,957.37	18,950.11	14,870.48	15,222.05	13,065.00	11,124.20
	182,420.29	187,647.59	178,996.42	176,259.51	170,810.31	160,655.86
<b>72-FLEX SPENDING ACCT FUND</b>						
Beginning Balance	7,653.24	4,335.85	5,341.29	6,251.77	6,656.65	7,311.88
Revenue (contributions)	2,086.99	2,059.99	2,259.99	2,329.99	2,329.99	3,259.67
Expenditures (claims)	5,404.38	1,054.55	1,349.51	1,925.11	1,674.76	1,282.17
Ending Balance	4,335.85	5,341.29	6,251.77	6,656.65	7,311.88	9,289.38
<b>EMPLOYER'S PAYROLL EXPENSE:</b>						
Gross Wages-hourly	78,507.94	22,492.17	46,672.45	96,966.93	98,555.75	89,709.87
Gross Wages-contract	305,036.73	301,768.96	331,598.48	333,280.97	339,546.33	334,976.95
	383,544.67	324,261.13	378,270.93	430,247.90	438,102.08	424,686.82
Employer paid deduction	61,626.73	60,228.03	67,900.51	66,391.12	64,059.37	63,431.25
Employer paid IPERS	31,366.92	29,628.38	34,984.74	39,964.86	40,731.10	39,374.33
Employer paid FICA	28,313.51	23,943.97	28,160.19	32,338.89	32,956.32	31,875.36
	121,307.16	113,800.38	131,045.44	138,694.87	137,746.79	134,680.94
<b>TOTAL</b>	<b>504,851.83</b>	<b>438,061.51</b>	<b>509,316.37</b>	<b>568,942.77</b>	<b>575,848.87</b>	<b>559,367.76</b>

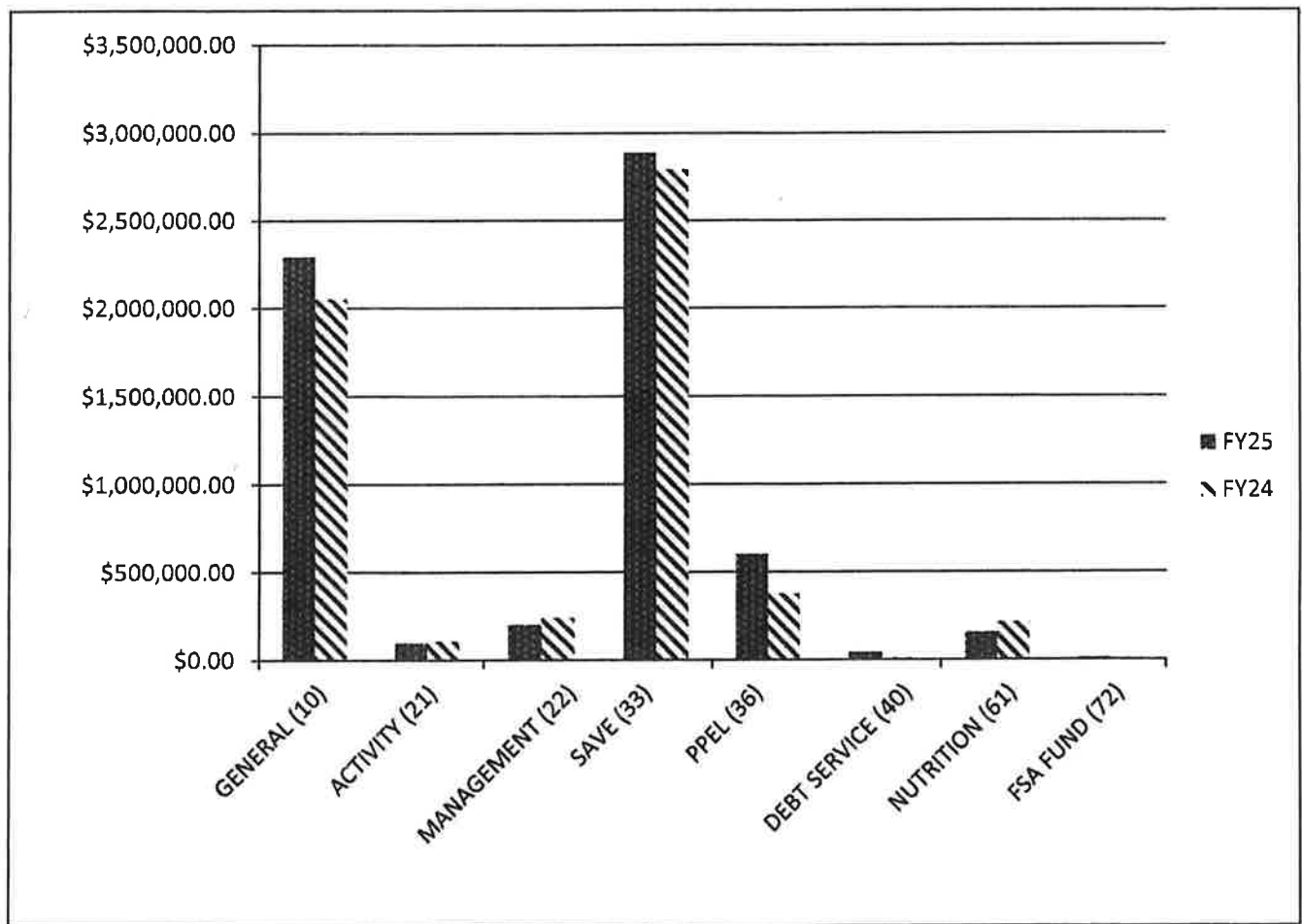
**East Buchanan Community School District  
Cash Summary Report**

	Jan-25	Feb-25	Mar-25	Apr-25	FY25YTD	FY24 YTD-APRIL
<b>10-GENERAL FUND</b>						
Beginning Balance	1,870,883.67	1,787,606.34	1,714,777.58	1,652,902.25	1,528,451.82	2,162,495.30
Revenue	522,224.49	830,262.60	639,599.86	1,292,218.76	7,570,026.02	7,813,642.84
Expenditures	605,501.82	903,091.36	701,475.19	652,295.70	6,805,652.53	7,924,408.03
Ending Balance	1,787,606.34	1,714,777.58	1,652,902.25	2,292,825.31	2,292,825.31	2,051,730.11
<b>21-ACTIVITY FUND</b>						
Beginning Balance	106,498.46	93,709.44	95,746.49	93,031.34	87,662.12	89,816.84
Revenue	10,917.89	9,302.19	17,269.71	9,973.97	137,597.26	146,770.24
Expenditures	23,706.91	7,265.14	19,984.86	7,541.34	129,795.41	131,701.03
Ending Balance	93,709.44	95,746.49	93,031.34	95,463.97	95,463.97	104,886.05
<b>22-MANAGEMENT FUND</b>						
Beginning Balance	97,052.95	88,771.38	91,306.25	88,984.06	262,581.63	203,146.70
Revenue	6,045.43	3,534.87	12,004.81	110,863.95	462,008.42	310,095.72
Expenditures	14,327.00	1,000.00	14,327.00	500.00	525,242.04	273,263.11
Ending Balance	88,771.38	91,306.25	88,984.06	199,348.01	199,348.01	239,979.31
<b>33-SAVE</b>						
Beginning Balance	2,814,164.14	3,051,579.13	3,110,905.09	3,176,974.36	2,809,867.27	2,794,533.64
Revenue	237,414.99	59,325.96	66,069.27	428,430.58	1,268,968.63	1,982,975.35
Expenditures	0.00	0.00	0.00	720,000.00	1,193,430.96	1,986,632.86
Ending Balance	3,051,579.13	3,110,905.09	3,176,974.36	2,885,404.94	2,885,404.94	2,790,876.13
<b>36-PPEL</b>						
Beginning Balance	459,283.04	467,415.52	453,414.62	459,954.43	314,010.84	459,321.82
Revenue	9,163.32	5,229.72	15,456.89	142,885.83	446,237.80	651,821.03
Expenditures	1,030.84	19,230.62	8,917.08	2,051.20	159,459.58	736,238.74
Ending Balance	467,415.52	453,414.62	459,954.43	600,789.06	600,789.06	374,904.11
<b>40-DEBT SERVICE</b>						
Beginning Balance	17,637.50	18,597.04	18,664.52	20,578.22	39,869.90	28,354.28
Revenue	965.06	567.48	1,913.70	734,919.87	1,073,331.21	1,698,310.84
Expenditures	5.52	500.00	0.00	714,725.00	1,072,428.02	1,717,490.00
Ending Balance	18,597.04	18,664.52	20,578.22	40,773.09	40,773.09	9,175.12
<b>61-NUTRITION FUND</b>						
Beginning Balance	171,780.06	177,939.97	170,081.40	166,093.78	191,194.54	288,880.62
Revenue	53,575.27	59,468.65	58,401.56	55,419.33	562,793.80	601,102.11
Expenditures	47,415.36	67,327.22	62,389.18	67,930.91	600,406.14	678,097.30
Ending Balance	177,939.97	170,081.40	166,093.78	153,582.20	153,582.20	211,885.43
less: Received on Acct	11,717.60	14,166.30	12,664.80	11,466.40		0.00
	166,222.37	155,915.10	153,428.98	142,115.80	153,582.20	211,885.43
<b>72-FLEX SPENDING ACCT FU</b>						
Beginning Balance	9,289.38	8,234.65	10,177.72	11,089.17	7,653.24	6,775.52
Revenue (contributions)	2,329.95	2,329.95	2,329.95	2,329.95	23,646.42	25,987.86
Expenditures (claims)	3,384.68	386.88	1,418.50	3,197.89	21,078.43	26,146.49
Ending Balance	8,234.65	10,177.72	11,089.17	10,221.23	10,221.23	6,616.89
<b>EMPLOYER'S PAYROLL EXPEI</b>						
Gross Wages-hourly	80,676.40	107,447.24	95,692.22	88,134.91	804,855.88	890,410.98
Gross Wages-contract	334,087.65	334,012.93	327,329.20	328,283.41	3,269,921.61	3,283,852.33
	414,764.05	441,460.17	423,021.42	416,418.32	4,074,777.49	4,174,263.31
Employer paid deduction	63,980.21	62,419.83	63,267.06	64,618.52	637,922.63	623,290.74
Employer paid IPERS	38,363.64	40,637.73	38,765.50	38,452.48	372,269.68	379,563.77
Employer paid FICA	31,175.91	33,218.18	31,807.62	31,299.03	305,088.98	308,660.59
	133,519.76	136,275.74	133,840.18	134,370.03	1,315,281.29	1,311,515.10
<b>TOTAL</b>	<b>548,283.81</b>	<b>577,735.91</b>	<b>556,861.60</b>	<b>550,788.35</b>	<b>5,390,058.78</b>	<b>5,485,778.41</b>

# CASH SUMMARY REPORT EAST BUCHANAN COMMUNITY SCHOOL

**April 2025**

Fund Description	Beginning	Revenues	Expenditures	FY25 Ending	FY24 End Balance	Difference
GENERAL (10)	\$1,652,902.25	\$1,292,218.76	\$652,295.70	\$2,292,825.31	\$2,051,730.11	\$241,095.20
ACTIVITY (21)	\$93,031.34	\$9,973.97	\$7,541.34	\$95,463.97	\$104,886.05	(\$9,422.08)
MANAGEMENT (22)	\$88,984.06	\$110,863.95	\$500.00	\$199,348.01	\$239,979.31	(\$40,631.30)
SAVE (33)	\$3,176,974.36	\$428,430.58	\$720,000.00	\$2,885,404.94	\$2,790,876.13	\$94,528.81
PPEL (36)	\$459,954.43	\$142,885.83	\$2,051.20	\$600,789.06	\$374,904.11	\$225,884.95
DEBT SERVICE (40)	\$20,578.22	\$734,919.87	\$714,725.00	\$40,773.09	\$9,175.12	\$31,597.97
NUTRITION (61)	\$166,093.78	\$55,419.33	\$67,930.91	\$153,582.20	\$211,885.40	(\$58,303.20)
FSA FUND (72)	\$11,089.17	\$2,329.95	\$3,197.89	\$10,221.23	\$6,616.89	\$3,604.34
TOTAL				\$6,278,407.81	\$5,790,053.12	\$488,354.69



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

MONTH BY FUND: Apr-25					
Fund	#	Beginning Fund Balance	+ Revenues	- Expenditures	Ending Fund Balance
General	10	\$ 1,652,902.25	\$ 1,292,218.76	\$ 652,295.70	\$ 2,292,825.31
Activity	21	\$ 93,031.34	\$ 9,973.97	\$ 7,541.34	\$ 95,463.97
Management	22	\$ 88,984.06	\$ 110,863.95	\$ 500.00	\$ 199,348.01
SAVE	33	\$ 492,180.19	\$ 419,690.25	\$ 360,000.00	\$ 551,870.44
SAVE	33	\$ 2,684,794.17	\$ 8,740.33	\$ 360,000.00	\$ 2,333,534.50
PPEL	36	\$ 459,954.43	\$ 142,885.83	\$ 2,051.20	\$ 600,789.06
Debt Service	40	\$ 20,578.22	\$ 377,557.37	\$ 357,362.50	\$ 40,773.09
Debt Service	40	\$ -	\$ 357,362.50	\$ 357,362.50	\$ -
Nutrition	61	\$ 166,093.78	\$ 36,203.48	\$ 48,715.06	\$ 153,582.20
Nutrition	61	\$ -	\$ 19,215.85	\$ 19,215.85	\$ -
FSA	72	\$ 11,089.17	\$ 2,329.95	\$ 3,197.89	\$ 10,221.23
Custodial	91	\$ -	\$ -	\$ -	\$ -
		<u>\$ 5,669,607.61</u>	<u>\$ 2,777,042.24</u>	<u>\$ 2,168,242.04</u>	<u>\$ 6,278,407.81</u>

**BY BANK ACCOUNT**

Fund	#	Beginning Fund Balance	+ Revenues	- Expenditures	Ending Fund Balance	Outstanding Deposits	Outstanding Checks	Ending Bank Balance	Bank Acct
General	10	\$ 2,162,495.30	\$ 16,557,206.61	\$ 16,426,876.60	\$ 2,292,825.31				
Management	22	\$ 203,146.70	\$ 796,757.32	\$ 800,556.01	\$ 199,348.01				
FSA	72	\$ 6,775.52	\$ 54,661.30	\$ 51,215.59	\$ 10,221.23				
					<u>\$ 2,502,394.55</u>	<u>\$ 10,064.88</u>	<u>\$ 1,173.05</u>	<u>\$ 2,493,502.72</u>	<u>XX009</u>
Activity	21	\$ 89,816.84	\$ 307,973.45	\$ 302,326.32	\$ 95,463.97				
Custodial	91	\$ -	\$ -	\$ -	\$ -				
					<u>\$ 95,463.97</u>	<u>\$ -</u>	<u>\$ 810.00</u>	<u>\$ 96,273.97</u>	<u>XX306</u>
SAVE	33	\$ 2,783,364.55	\$ 981,576.40	\$ 1,431,406.45	\$ 2,333,534.50				
SAVE	33	\$ 11,169.09	\$ 2,412,518.06	\$ 1,871,816.71	\$ 551,870.44				
PPEL	36	\$ 459,321.82	\$ 1,132,198.61	\$ 990,731.37	\$ 600,789.06				
Debt Service	40	\$ 28,354.28	\$ 1,303,758.08	\$ 1,291,339.27	\$ 40,773.09				
					<u>\$ 1,193,432.59</u>			<u>\$ 1,193,432.59</u>	<u>XX900</u>
Debt Service	40	\$ -	\$ 1,499,428.75	\$ 1,499,428.75	\$ -	\$ -	\$ -	\$ -	UMB
Nutrition	61	\$ 288,880.62	\$ 1,224,669.47	\$ 1,359,967.89	\$ 153,582.20	\$ -	\$ -	\$ 153,582.20	XX603

**Certified Budget compared to Actual Revenues/Expenditures - All Funds**

		FY25 Certified Budget	as of 4/30/25	over / (under) budget
Taxes Levied on Property	1	\$ 3,409,879.00	\$ 3,242,323.86	
Utility Replacement Excise Tax	2	\$ 43,479.00	\$ 30,054.52	
Income Surtaxes	3	\$ 212,109.00	\$ 212,108.70	
Tuition\Transportation Received	4	\$ 720,000.00	\$ 410,447.80	
Earnings on Investments	5	\$ 136,000.00	\$ 195,692.62	
Nutrition Program Sales	6	\$ 192,000.00	\$ 161,889.42	
Student Activities and Sales	7	\$ 113,000.00	\$ 67,737.58	
Other Revenues from Local Sources	8	\$ 135,000.00	\$ 132,875.33	
Revenue from Intermediary Sources	9	\$ -		
State Foundation Aid	10	\$ 4,314,924.00	\$ 3,455,478.20	
Instructional Support State Aid	11	\$ -		
Other State Sources	12	\$ 872,700.00	\$ 606,149.28	
Two Tier Assessment Limitation Repl	13	\$ 41,697.00		
Title 1 Grants	14	\$ 70,000.00	\$ 30,135.59	
IDEA and Other Federal Sources	15	\$ 470,000.00	\$ 460,401.53	
Total Revenues	16	\$ 10,730,788.00	\$ 9,005,294.43	
General Long-Term Debt Proceeds	17	\$ -	\$ -	
Transfers In	18	\$ 560,313.00	\$ 577,312.50	
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ 3,710.00	
Special Items/Upward Adjustments	20	\$ -	\$ -	
Total Revenues & Other Sources	21	\$ 11,291,101.00	\$ 9,586,316.93	\$ (1,704,784.07)
Beginning Fund Balance	22	\$ 4,813,192.36	\$ 4,813,192.36	
<b>Total Resources</b>	23	\$ 16,104,293.36	\$ 14,399,509.29	
<b>*Instruction</b>	24	\$ 5,890,300.00	\$ 3,843,935.46	\$ (2,046,364.54)
Student Support Services	25	\$ 300,000.00	\$ 180,381.81	
Instructional Staff Support Services	26	\$ 659,700.00	\$ 376,835.83	
General Administration	27	\$ 351,500.00	\$ 276,259.48	
School/Building Administration	28	\$ 450,000.00	\$ 339,268.56	
Business & Central Administration	29	\$ 145,000.00	\$ 118,425.24	
Plant Operation and Maintenance	30	\$ 900,000.00	\$ 853,341.77	
Student Transportation	31	\$ 652,500.00	\$ 338,831.46	
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<b>*Total Support Services (lines 25-32)</b>	32A	\$ 3,458,700.00	\$ 2,483,344.15	\$ (975,355.85)
<b>*Noninstructional Programs</b>	33	\$ 425,000.00	\$ 376,028.57	\$ (48,971.43)
Facilities Acquisition and Construction	34	\$ 1,428,000.00	\$ 6,006.12	
Debt Service	35	\$ 633,638.00	\$ 633,337.50	
AEA Support - Direct to AEA	36	\$ 234,259.00	\$ 187,407.20	
<b>*Total Other Expenditures (lines 34-36)</b>	36A	\$ 2,295,897.00	\$ 826,750.82	\$ (1,469,146.18)
Total Expenditures	37	\$ 12,069,897.00	\$ 7,530,059.00	
Transfers Out	38	\$ 560,313.00	\$ 577,312.50	
Other Uses	39	\$ -	\$ -	
Total Expenditures & Other Uses	40	\$ 12,630,210.00	\$ 8,107,371.50	\$ (4,522,838.50)
Ending Fund Balance	41	\$ 3,474,083.36	\$ 6,292,137.79	
<b>Total Requirements</b>	42	\$ 16,104,293.36	\$ 14,399,509.29	

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

# **Certified Budget compared to Actual Budget - General Fund Only**

		Certified Budget	YTD as of 4/30/25	over / (under) budget
Taxes Levied on Property	1	\$ 2,597,103	\$ 2,469,486	
Utility Replacement Excise Tax	2	\$ 33,116	\$ 22,891	
Income Surtaxes	3	\$ 212,109	\$ 212,109	
Tuition\Transportation Received	4	\$ 720,000	\$ 410,448	
Earnings on Investments	5	\$ 50,000	\$ 59,856	
Nutrition Program Sales	6		\$ -	
Student Activities and Sales	7	\$ 1,000	\$ 1,440	
Other Revenues from Local Sources	8	\$ 100,000	\$ 47,430	
Revenue from Intermediary Sources	9		\$ -	
State Foundation Aid	10	\$ 4,314,924	\$ 3,455,478	
Instructional Support State Aid	11	\$ -	\$ -	
Other State Sources	12	\$ 170,000	\$ 81,165	
Two Tier Assessment Limitation Repl	13	\$ 31,758	\$ -	
Title I Grants	14	\$ 70,000	\$ 30,136	
IDEA and Other Federal Sources	15	\$ 300,000	\$ 188,701	
<b>Total Revenues</b>	<b>16</b>	<b>\$ 8,600,010</b>	<b>\$ 6,979,138</b>	
General Long-Term Debt Proceeds	17	\$ -	\$ -	
Transfers In	18	\$ -	\$ -	
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ 60	
Special Items/Upward Adjustments	20	\$ -	\$ -	
<b>Total Revenues &amp; Other Sources</b>	<b>21</b>	<b>\$ 8,600,010</b>	<b>\$ 6,979,198</b>	<b>\$ (1,620,812)</b>
Beginning Fund Balance	22	\$ 980,469	\$ 980,469	
<b>Total Resources</b>	<b>23</b>	<b>\$ 9,580,479</b>	<b>\$ 7,959,667</b>	
<b>Instruction</b>	<b>24</b>	<b>\$ 5,500,000</b>	<b>\$ 3,595,838</b>	<b>\$ (1,904,162)</b>
Student Support Services	25	\$ 300,000	\$ 179,794	
Instructional Staff Support Services	26	\$ 625,000	\$ 341,776	
General Administration	27	\$ 324,000	\$ 166,612	
School/Building Administration	28	\$ 450,000	\$ 331,119	
Business & Central Administration	29	\$ 145,000	\$ 118,425	
Plant Operation and Maintenance	30	\$ 670,000	\$ 452,220	
Student Transportation	31	\$ 430,000	\$ 297,671	
This row is intentionally left blank	32			
<b>Total Support Services (lines 25-32)</b>	<b>32A</b>	<b>\$ 2,944,000</b>	<b>\$ 1,887,617</b>	<b>\$ (1,056,383)</b>
<b>Noninstructional Programs</b>	<b>33</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Facilities Acquisition and Construction	34	\$ -	\$ -	
Debt Service	35	\$ -	\$ -	
AEA Support - Direct to AEA	36	\$ 234,259	\$ 187,407	
<b>Total Other Expenditures (lines 34-36)</b>	<b>36A</b>	<b>\$ 234,259</b>	<b>\$ 187,407</b>	<b>\$ (46,852)</b>
<b>Total Expenditures</b>	<b>37</b>	<b>\$ 8,678,259</b>	<b>\$ 5,670,862</b>	
Transfers Out	38	\$ 7,000	\$ -	
Other Uses	39			
<b>Total Expenditures &amp; Other Uses</b>	<b>40</b>	<b>\$ 8,685,259</b>	<b>\$ 5,670,862</b>	<b>\$ (3,014,397)</b>
Ending Fund Balance	41	\$ 895,220	\$ 2,288,804	
<b>Total Requirements</b>	<b>42</b>	<b>\$ 9,580,479</b>	<b>\$ 7,959,667</b>	

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Ending Balance</u>
21 0000 729 000	Fund Balance	0.00	0.00	0.00	0.00
21 6111 729 910	DRAMA	17,137.52	387.40	0.00	16,750.12
21 6120 729 910	SPEECH	55.85	0.00	0.00	55.85
21 6210 729 910	MUSIC CLUB	366.86	301.34	207.14	272.46
21 6220 729 910	PEP BAND	2,625.13	0.00	0.00	2,625.13
21 6221 729 910	MUSIC TRIP	3,014.15	0.00	0.00	3,014.15
21 6600 729 920	ATHLETICS	14,229.42	2,035.00	485.27	12,679.69
21 6645 729 920	CROSS COUNTRY	46.50	0.00	0.00	46.50
21 6693 729 920	CHEERLEADING	2,405.31	0.00	0.00	2,405.31
21 6694 729 920	DANCE TEAM	172.41	0.00	0.00	172.41
21 6710 729 920	BOYS' BASKETBALL	1,169.12	128.00	0.00	1,043.12
21 6720 729 920	FOOTBALL	2,059.63	0.00	5,430.00	7,489.63
21 6730 729 920	BASEBALL	1,464.73	0.00	0.00	1,464.73
21 6740 729 920	BOYS' TRACK	9.87	0.00	0.00	9.87
21 6760 729 920	BOYS' GOLF	2,492.31	213.99	0.00	2,278.32
21 6790 729 920	WRESTLING	254.82	0.00	0.00	254.82
21 6810 729 920	GIRLS BASKETBALL	537.29	0.00	0.00	537.29
21 6815 729 920	VOLLEYBALL	597.00	0.00	0.00	597.00
21 6835 729 920	SOFTBALL	0.00	0.00	0.00	0.00
21 6840 729 920	GIRLS TRACK	233.38	0.00	0.00	233.38
21 6860 729 920	GIRLS' GOLF	96.93	0.00	0.00	96.93
21 7010 729 950	FBLA	3,817.02	247.78	885.00	4,454.26
21 7011 729 950	HS STUDENT COUNCIL	71.37	0.00	1,262.00	1,333.37
21 7012 729 950	SPANISH CLUB	997.45	0.00	0.00	997.45
21 7013 729 950	NHS	1,062.24	0.00	0.00	1,062.24
21 7017 729 950	SKILLS USA	69.22	0.00	0.00	69.22
21 7020 729 950	NEWSPAPER	2,236.84	0.00	0.00	2,236.84
21 7021 729 950	ROBOTICS CLUB	905.71	0.00	0.00	905.71
21 7022 729 950	ESPORTS	304.85	0.00	0.00	304.85
21 7023 729 950	FCCLA	332.76	0.00	0.00	332.76
21 7026 729 950	FFA	16,540.98	2,186.17	20.00	14,374.81
21 7027 729 950	ART CLUB	0.00	0.00	0.00	0.00
21 7040 729 950	MS STUDENT COUNCIL	1,379.84	0.00	0.00	1,379.84
21 7049 729 950	PBIS	127.12	0.00	0.00	127.12
21 7051 729 950	CAMP WAPSIE	26.13	0.00	0.00	26.13
21 7080 729 950	CLASS OF 2025	2,494.46	1,106.60	0.00	1,385.86
21 7081 729 950	CLASS OF 2026	2,256.98	800.00	1,130.00	2,586.98
21 7082 729 950	CLASS OF 2027	680.43	0.00	0.00	680.43
21 7083 729 950	CLASS OF 2028	583.76	0.00	0.00	583.76
21 8000 729 910	ANNUAL	6,571.82	0.00	105.00	6,676.82
21 8001 729 910	BUCCANEER CLUB	76.47	0.00	0.00	76.47
21 8004 729 910	INTEREST	3,527.88	0.00	314.48	3,842.34
Fund Total: 21		93,031.34	7,406.26	9,838.89	95,463.97

RECEIPTS	MONTH	PRIOR RECEIPT	YEAR TO DATE
Student Breakfast	\$1,704.00	\$13,111.45	\$14,815.45
Student Lunch	\$11,295.50	\$85,342.90	\$96,638.40
Adult Breakfast	\$48.00	\$243.20	\$291.20
Adult Lunch	\$645.05	\$4,481.40	\$5,126.45
Alacarte	\$6,201.55	\$45,771.20	\$51,972.75
Snacks	\$1,529.98	\$10,995.99	\$12,525.97
Federal Breakfast	\$2,205.54	\$15,725.25	\$17,930.79
Federal Lunch	\$14,107.79	\$89,661.70	\$103,769.49
State Breakfast	\$0.00	\$567.46	\$567.46
State Lunch	\$0.00	\$1,119.75	\$1,119.75
Supply Chain Assistance Fund	\$0.00	\$0.00	\$0.00
Other Revenues/conv fees	\$261.00	\$3,024.00	\$3,285.00
Rebate/donations	\$0.00	\$4,225.00	\$4,225.00
Interest	\$543.42	\$6,308.25	\$6,851.67
<b>TOTAL INCOME</b>	<b>\$38,541.83</b>	<b>\$280,577.55</b>	<b>\$319,119.38</b>

EXPENDITURES	MONTH	PRIOR EXPENSE	YEAR TO DATE
Food	\$27,666.80	\$157,750.86	\$185,417.66
Supplies	\$1,079.31	\$4,918.17	\$5,997.48
Student Meal Debt	\$0.00	\$3,302.02	\$3,302.02
Purchased Services/Nelnet	\$663.10	\$2,599.76	\$3,262.86
Equipment/repairs	\$0.00	\$7,413.33	\$7,413.33
Travel/Trainings	\$90.00	\$160.00	\$250.00
Other Purchased Services	\$0.00	\$0.00	\$0.00
Salaries	\$14,247.26	\$100,198.41	\$114,445.67
Benefits	\$4,971.50	\$39,362.28	\$44,333.78
<b>TOTAL EXPENDITURES</b>	<b>\$48,717.97</b>	<b>\$315,704.83</b>	<b>\$364,422.80</b>

MEALS SERVED	MONTH	PRIOR BALANCE	YEAR TO DATE
Paid Student Breakfasts	948	7309	7309
Reduced Student Breakfasts	150	1069	1069
Free Student Breakfasts	733	5440	5440
Second Breakfasts	13	51	51
Adult Breakfast	30	152	152
Student Guest Breakfasts	0	0	0
Complimentary Breakfasts	0	0	0
<b>TOTAL BREAKFAST SERVED</b>	<b>1874</b>	<b>14021</b>	<b>14021</b>

Paid Student Lunches	4528	34273	34273
Reduced Student Lunches	650	4597	4597
Free Student Lunches	2124	14914	14914
Second Lunches	0	6	6
Adult Lunches	133	943	943
Student Guest Lunches	0	0	0
Complimentary Lunches	0	0	0
<b>TOTAL LUNCHES SERVED</b>	<b>7435</b>	<b>54733</b>	<b>62168</b>

Lunch Status	Free	Reduced	Paid	Total
Free	150	53	363	566

**2024-2025**

**East Buchanan**

**Hot Lunch  
Report**

**DAYS MEALS SERVED**

July	0
August	6
September	20
October	21
November	18
December	15
January	19
February	18
March	18
April	20
May	0
June	0
<b>TOTALS</b>	<b>155</b>

**April 30,  
2025**



# EAST BUCHANAN COMMUNITY SCHOOLS

## ADMINISTRATION

Kory Kelchen

*Superintendent*

Eric Dockstader

*Secondary Principal*

Nathan Reck

*Elementary Principal*

Teresa Knipper

*-Board Secretary/Business Manager*



414 5TH STREET NORTH  
WINTHROP, IOWA 50682

PHONE: (319) 935-3660

FAX: (319) 935-4575

<http://www.eastbuchananschools.com>

@EB\_Bucs #BucPr1de



## BOARD OF EDUCATION

Andy Sperfslage  
*President*

Scott Cooksley

*Vice President*

Tim Recker

Heather Steffens

Andrew Maas

April 30, 2025

Class of 2025

The Seniors listed below have applied for graduation. They will graduate on May 18, 2025, if they have earned the required credits, reached the necessary 55 credits and their request is approved by the East Buchanan School Board.

1.Cheyenne Beeh

2.Lindsay Beyer

3.Peyton Bose

4.Sawyer Bowers

5.Shelly Bowman

6.Andelyn Cabalka

7.Adysin Carnicle

8.Brenna Chesmore

9.Ava Chettinger

10.Ashley Childers

11.Kaden Conrad

12.Ayda Cook

13.Kally Corbin

14.Abigail Crawford

15.Nathan Crawford

16.Tadam Dawes

17.Tod Dawes

18.Addison Degenhardt

19.Mikel Dolan

20.Hunter Franck

21.Peyton Franck

22.Addison Gericke

23.Jamisin Gile

24.Cameron Graham

25.Michael Hager

26.John William Hansen

27.Hannah Hettinger

28.Laynee Hogan

29.Bailie Hookom

30.Brooklyn Kelchen

31.Destiny Krum

32.Marta Kvigne

33.Tiera Lawrence

34.Jacob Lehs

35.Tristan Linsday

36.Grace Long

37.Connor Manson

38.Jordon Massow

39.Westin Moses

40.Kaleb Mundschenk

41.Daysie Nie

42.Gavin Reck

43.Kaiden Sewell

44.Kalli Sherman

45.Ashlyn Snyder

46.Ella Stahr

47.Dennise Steenstra

48.Valeria Torres-Ochoa

49.Talan Walker

50.Carter Wilgenbusch

51.Clay Wilgenbusch

52.McKenna Wilgenbusch

53.Jack Williams



Dubuque Office | 10410 Silverwood Drive | 563-556-0646  
Tamarack Business Park | Toll-Free 800-881-5021  
Dubuque, Iowa 52003 | Fax 563-583-7003

Quad Cities Office | 4 Lincoln Avenue  
Eldridge, Iowa 52748  
563-285-7602  
Fax: 563-285-7604

All Types of Roofing - Commercial - Industrial - Institutional

May 6, 2025

TO: East Buchanan CSD  
414 5<sup>th</sup> St. N  
Winthrop, IA

RE: High School Locker Room Roof

We propose to complete the following scope of work:

1. Remove and dispose of existing membrane and insulation
2. Install new insulation on parapet walls
3. Provide and install crickets
4. Mechanically fasten one (1) layer of 1.5" polyisocyanurate insulation over existing polyisoc
5. Provide and install 60m EPDM fully adhered roof system
6. Flash penetrations per manufacture approved details
7. Provide a fifteen (15) year manufacturer's warranty

TOTAL COST: Forty-six thousand dollars (\$46,000.00)

Price includes dumpsters, crane, permits, and porta pot.

Excludes any work not listed above

Proposal letter to Owner. The proposed sum above is valid for thirty (30) days and is based on prices of materials and equipment in effect as of the date of this letter. The proposed sum is subject to increase because of tariffs, epidemics, import duties, trade policies, or market conditions, and any adjustments will be made based on the following clause:

Escalation Clause: The contract price for this residential/commercial construction project has been calculated based on the current prices for the component building materials. However, the market for the building materials that are hereafter specified is volatile, and sudden price increases could occur. Jim Giese Roofing agrees to use its reasonable best efforts to obtain the lowest possible prices from available building material suppliers, but should there be an increase in the prices of these specified materials that are purchased after execution of contract for use in this residential/commercial construction project, the Owner agrees to pay that cost increase to Jim Giese Roofing. Any claims by Jim Giese Roofing for payment of a cost increase, as provided above, shall require written notice delivered by Jim Giese Roofing to the Owner stating the increased cost, the building material or materials in question, and the source of supply, supported by invoices or bills of sale. The Contract sum shall be equitably adjusted as set forth above due to tariffs, import duties, trade policy, epidemics, or related impacts on market conditions which result in substantial inequity to Contractor, a Subcontractor, or Sub-subcontractor due to price changes.

Respectfully,

Lucas Thiede  
Estimator  
[lucas@jimgieseroofing.com](mailto:lucas@jimgieseroofing.com)

**"Insist on a Professional Roofing Contractor"**

# PROPOSAL

May 2, 2025

East Buchanan CSD  
414 5<sup>th</sup> St. North  
Winthrop, Iowa 50682

The undersigned proposes to furnish all materials and perform all labor necessary to complete the following:

Subject: Install a new Elevate Fully Adhered 60 mil EPDM Roof System on the lockeroom section located at East Buchanan CSD 414 5<sup>th</sup> St. North Winthrop, Ia.

Quote Includes:

1. Remove existing metal edging. (coping cap to remain)
2. Remove existing EPDM.
3. Remove existing wood fiber, existing ISO insulation to remain.
4. Install new Elevate ISO Insulation to the parapet walls.
5. Install tapered insulation to direct water to the drains.
6. Mechanically fasten Elevate 1.5" ISO Insulation over the existing ISO insulation to the steel deck using heavy duty screws and insulation plates.
7. Fully adhere Elevate 60 mil EPDM to the ISO insulation, parapet walls and roof curbs.
8. All Elevate accessories included.
9. All debris to be cleaned up and hauled to the landfill.
10. This quote acknowledges that this project is tax exempt.
11. Elevate 15 yr. Labor/Materials Warranty.
12. Payment due upon completion.

**Total Contract: \$41,500.00**

**Extra: Labor + Materials if any new Sheet Metal work is needed.**

All of the above work to be completed in a substantial and workmanlike manner. Any alteration or deviation from the above specifications involving extra cost of material& labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All

agreements must be made in writing. The Contractor agrees to carry Workman's Compensation and Public Liability Insurance, also to pay all Sales Taxes, and Unemployment Compensation Taxes upon the material and labor furnished under this contract, as required by the United States Government and the state in which this work is performed.

Phone: 563-927-2882  
Fax: 563-927-4458  
E-Mail: lynchroofinginc@hotmail.com

Lynch Roofing & Siding, Inc.  
1900 Honey Creek Rd.  
PO Box 128  
Manchester, Iowa 52057

By: 

**Note:** This Proposal may be withdrawn by Lynch Roofing & Siding, Inc.  
if not accepted within (30) days.

#### ACCEPTANCE:

You are hereby authorized to furnish all material and labor required to complete the work mentioned in the above proposal, for which the undersigned agrees to pay the amount mentioned in said proposal, and according to the terms thereof.

By: \_\_\_\_\_ Date: \_\_\_\_\_

### 1. Agreement – General Information and Term

Agreement #	2025-MOU-7324
Title of Agreement (“Agreement” or “MOU”)	Enhanced Security Services
Start Date	3/1/2025 or Date of Last Signature
End Date	June 30, 2026
Number of Renewals	0

### 2. Customer Information

Customer Name (hereafter “Customer”):	East Buchanan CSD	
Address:	<u>Main Address:</u>  East Buchanan CSD Attn: Technology Director 414 5th Street North Winthrop, IA 50682	<u>Contact:</u>  Technology Director khesner@east-buc.k12.ia.us

### 3. Agency Information

Issuer:	State of Iowa, Department of Management (“DOM”)	
Deputy Chief Information Security Officer (Deputy CISO):	Rick Groom	rick.groom@dom.iowa.gov 515-348-6169
Addresses:	<u>Contact and Billing Address:</u>  Dept of Management Attn: Business Services 200 E. Grand Avenue, Ste.100 Des Moines, IA 50309  E: <a href="mailto:ITContracts@dom.iowa.gov">ITContracts@dom.iowa.gov</a>	<u>Main and Formal Notices Address:</u>  Iowa Department of Management Attn: Office of General Counsel 1007 E Grand Ave G13 Des Moines, IA 50319  email: <a href="mailto:domlegalnotices@iowa.gov">domlegalnotices@iowa.gov</a>

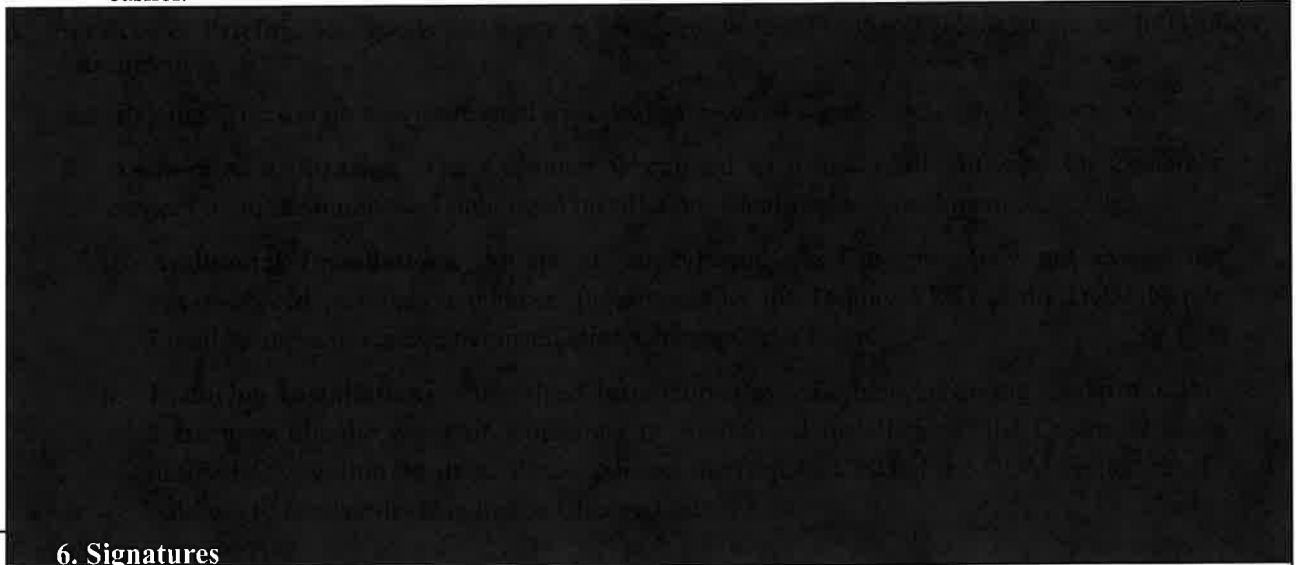
### 4. Master Agreement Summary

Through this Agreement, entered into pursuant to authority under Iowa Code chapter 8, DOM will make Information Technology Services available to the Customer, including services designed to guard against cyber-attacks that could adversely impact Customer’s ability to deliver mission-critical services, threaten lifeline critical infrastructure, or otherwise negatively impact the public health, safety, and welfare. This Agreement establishes the terms and conditions pursuant to which DOM provides these Enhanced Security Services (“ESS”). This includes the current Endpoint Detection and Response (“EDR”) software used to secure devices. This Agreement supersedes and replaces any pre-existing Agreement between the parties for the provision of similar services.

**5. Terms & Conditions**

1. This Agreement and all attachments and external documents identified below are incorporated by this reference and together comprise the terms and conditions governing the relationship between the Parties, to be interpreted in the following order of precedence:
  - A. The following terms are incorporated by reference:
    - i. The IRS Publication 1075 Exhibit 7, which may be updated from time to time to conform with applicable laws, a current version of which is available at: <https://dom.iowa.gov/media/302>;
    - ii. The IT Business Associate Agreement ("BAA"), which may be updated from time to time to conform with applicable federal laws, a current version of which is available at: <https://dom.iowa.gov/media/300>;
    - iii. IT Qualified Service Organization document, available at: <https://dom.iowa.gov/media/301>;
    - iv. CJIS Security Policy, available at: <https://le.fbi.gov/cjis-division/cjis-security-policy-resource-center>
  - B. The text of this Agreement;
  - C. Any Attachment or Exhibit to this Agreement;
  - D. General Terms for Cybersecurity Services, available at: <https://dom.iowa.gov/media/304>;
2. **Amendment of Attachments.** Attachments may be amended from time to time. Updated versions of the attachment will be posted at <https://dom.iowa.gov/state-government/information-technology/contracts-sourcing-and-vendor-management> and electronic notice of the amended attachment will be provided to the Customer. The Customer shall be deemed to have accepted the updated Attachment unless the Customer provides notice of its non-acceptance in accordance with the Notice provisions of the Agreement within thirty (30) days.
3. **Term and Termination.** The term of this Agreement shall be as stated in the table above unless terminated earlier in accordance with this provision. This Agreement will begin on the Start Date and expire on the End Date unless otherwise terminated by the parties as set forth below:
  - A. **Termination by Customer.** This Agreement is non-cancellable during the Term.
  - B. **Termination by DOM.** DOM may terminate this Agreement upon ninety (90) days' notice with or without cause. Noncompliance with the terms in Attachment B may result in immediate termination of this Agreement
  - C. **Effect of Termination.** Effective immediately upon notice of termination, the Customer agrees to uninstall any and all Third Party software installed on the Customer's devices pursuant to this Agreement. DOM will cease monitoring the Customer's environment thirty (30) days after the notice of Termination or upon expiration of this Agreement, whichever is

earlier.



## 6. Signatures

**IN WITNESS WHEREOF**, in consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledged, the Parties have caused their respective duly authorized representatives to execute this Agreement, which is effective as the latest date shown: THE “START DATE” OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.

Customer Name	State of Iowa
East Buchanan CSD	Department of Management
Authorized signature:	Authorized signature:
Date:	Date:
Printed Name:	Printed Name: <b>Brad Horn</b>
Title:	Title: <b>Department of Management General Counsel</b>
Address:	Address: <b>Iowa Department of Management 200 E. Grand Avenue, Ste.100 Des Moines, IA 50309</b>
Email:	Email: <b>brad.horn@dom.iowa.gov</b>

**Attachment A: Services & Pricing****List of Goods and/or Services Provided to Customer**

Service: Enhanced Security Services

- 24/7 Security Operations Center monitoring
- EDR software

Authorized Installations: please fill in the number

Category: Security

Description: This service will provide next-generation Endpoint Detection and Response (EDR) for managed endpoints, including PCs, servers, and other devices. The EDR platform is designed to prevent a wide range of known and unknown malware and threats and to provide protection from such threats. Further, it provides the ability to investigate and remediate incidents that evade protection controls. Additionally, this service includes 24x7 around-the-clock security monitoring and incident response positioned to appropriately respond to cybersecurity threats against the protected endpoints.

For Customers who are counties: Pursuant to Iowa Code section 47.1(8) and Iowa Admin. Code rule 721-29.4(4), county auditor offices must participate in DOM cybersecurity services. Other county offices may participate in the same services but are not compelled to do so.



**Attachment B: Obligations of the Parties****Through this Agreement, Customer agrees to:**

1. Install the EDR software on other Customer-issued devices up to the Authorized Installations as referenced in Attachment A. If the Customer is a County Auditor's office, install the EDR software on all county-issued devices in the County Auditor's office.
2. Install the EDR software only on operating systems that are officially supported by the selected EDR software.
3. Inquire with the DOM Security Operations Center ("SOC") to confirm that, for each installation, the SOC can see the computer on the SOC monitoring tools. Inquiries must be by email sent to: [soc@iowa.gov](mailto:soc@iowa.gov).
4. Assist DOM staff in evaluating EDR logs during the phased implementation of the EDR tool and remediating identified issues.
5. Evaluate installation reports provided periodically by DOM throughout the Term to ensure that appropriate devices in Customer facilities are protected with EDR software.
6. Work with DOM staff to respond to security incidents by providing information or access as necessary to ensure they are fully addressed and remediated.
7. Uninstall DOM-provided EDR software at the end of the Agreement or as otherwise directed by DOM.

**Through this Agreement, DOM agrees to:**

1. Provide EDR software to Customer so that Customer can install the EDR tool on all devices in the County Auditor's office and up to the Authorized Installations referenced in Attachment A.
2. Respond to Customer inquiries concerning the installed status of EDR software on specific devices.
3. Provide logs to the Customer during the phased implementation of the EDR software and consult with the Customer concerning the logs to either provide guidance on the remediation of log entries or to whitelist the activity within the EDR monitoring tool.
4. Provide installation reports to Customer at least yearly so that Customer can determine whether or not EDR software is installed within Customer facilities up to the Authorized Installations referenced in Attachment A.
5. Work with Customer staff on an ongoing basis to evaluate security incidents identified by the EDR tool or otherwise.
6. Work with Customer staff in response to any security breach identified to provide Customer the necessary information and guidance so that Customer can respond to and remediate any security breach. This Agreement does not cover additional response and remediation services offered by DOM, which may be offered through a separate agreement.
7. Support the customer in the uninstallation process.

## Attachment C: General Terms and Conditions for Cybersecurity Services

These General Terms and Conditions are part of the MOU for Enhanced Security Services (“ESS”) between DOM and Customer. In the event of a conflict or inconsistency between the terms and conditions set forth here and those set forth in the MOU CD&E, the terms and conditions in the MOU CD&E shall take precedence.

1. **Definitions.** Unless otherwise specifically defined in the MOU, all capitalized terms used herein shall have the meanings ascribed to them under Iowa Code chapter 8 and corresponding implementing rules found in Iowa Administrative Code chapter 129. In addition, the following terms shall have the following meanings:

- 1.1. **“Authorized Contractor(s)”** means independent contractors, consultants, or other Third Parties used by DOM to provide ESS.
- 1.2. **“Confidential Information”** means, subject to any applicable federal, State, or local laws and regulations, including Iowa Code Chapter 22, any information disclosed by either Party (**“Disclosing Party”**) to the other Party (**“Receiving Party”**) that, at the time of disclosure, is designated as confidential (or like designation), is disclosed in circumstances of confidence, or would be understood by the Parties, exercising reasonable business judgment, to be confidential. Confidential Information does not include any information that: (i) was rightfully in the possession of the Receiving Party from a source other than the Disclosing Party prior to the time of disclosure of the information by the Disclosing Party to the Receiving Party; (ii) was known to the Receiving Party prior to the disclosure of the information by the Disclosing Party; (iii) was disclosed to the Receiving Party without restriction by an independent Third Party having a legal right to disclose the information; (iv) is in the public domain or shall have become publicly available other than as a result of disclosure by the Receiving Party in violation of this MOU or in breach of any other agreement with the Disclosing Party; (v) is independently developed by the Receiving Party without any reliance on Confidential Information disclosed by the Disclosing Party; (vi) is disclosed in accordance with the terms of the MOU; or (vii) is disclosed by the Receiving Party with the written consent of the Disclosing Party. Subject to the foregoing exclusions, Confidential Information includes Customer Data.
- 1.3. **“Customer Data”** means all Customer data or information accessed by DOM or disclosed to DOM in connection with this MOU, including **“System Data”** such as security or software logs, system event information, system audit logs and records, and other similar information, and **“User Data”** such as files, database entries, or electronic records created by end users for governmental or business purposes.
- 1.4. **“Customer Systems”** means Customer’s websites, applications, databases, data centers, servers, networks, desktops, endpoints, or any other like systems or equipment that are monitored, assessed, defended, or otherwise accessed by DOM in the performance of the ESS. Customer Systems may be more fully described in an exhibit to the MOU.
- 1.5. **“Endpoint Detection and Response” or “EDR”** means an endpoint security solution that continuously monitors end-user devices to detect and respond to cyber threats like ransomware and malware.
- 1.6. **“Enhanced Security Services” or “ESS” or “Services”** means the security services or any related services offered and provided by DOM, by and through the Security Operations Center, designed to assist governmental entities in the State of Iowa in safeguarding against unauthorized access, disclosure, theft, or modification of or to government systems and data; and preventing, detecting, and

responding to Security Incidents, Security Breaches, and other significant cyber events. Enhanced Security Services may be more fully set forth in an Exhibit to the MOU.

- 1.7. **“DOM-Supplied Tools”** means any hardware, equipment, software, applications, or tools used by DOM to interface with or connect to Customer Systems; that host, store, process, or transmit Customer Data; or that are otherwise used by DOM in connection with provisioning ESS.
  - 1.8. **“Security Incident”** means an occurrence that jeopardizes the confidentiality, integrity, or availability of an information system or the information the system processes, stores, or transmits or constitutes a violation or imminent threat of violation of security policies, security procedures, or acceptable use policies. **“Security Incident”** shall also be deemed to include any breach of security, confidentiality, or privacy as defined by any applicable law, rule, regulation, or order.
  - 1.9. **“Security Operations Center” or “SOC”** means the State of Iowa’s dedicated unit from which Customer Systems and Customer Data are monitored and assessed to detect Security Incidents.
  - 1.10. **“Third Party”** means a person or entity not a party to this MOU.
2. **Brokered I.T. Devices and Services.** In addition to or in lieu of the Services or DOM-Supplied Tools provided by DOM by more direct means hereunder, DOM may enter into Information Technology Master Agreements with Information Technology vendors pursuant to which Customer may purchase Information Technology Devices or Services intended to enhance Customer’s overall security posture and readiness. Where Customer purchases Information Technology Devices and Services pursuant to an Information Technology Master Agreement made available by DOM, such purchase shall constitute a separate, distinct, and independent contract between Customer and the applicable Vendor; Customer shall be solely responsible for any payments due and duties and obligations otherwise owed such Vendor under such agreement. In addition, DOM bears no obligation or liability for Customer’s losses, liabilities, or obligations, including Vendor’s failure to perform, arising out of or relating in any way to such purchase.
3. **Customer’s Responsibilities.** Customer is responsible for:
- 3.1. Obtaining and installing any hardware, equipment, software, applications, or tools, including Third-Party Cloud Services, to enable DOM to provide the ESS hereunder. DOM will work to provide Customer with DOM-Supplied Tools where possible, but where it is unable to do so or unable to obtain funding to do so, Customer may be responsible for doing so at Customer’s own cost or expense, or have to forego the ESS provided hereunder or aspects thereof.
  - 3.2. Granting and facilitating DOM access to any Customer Systems or facilities as is necessary for DOM to install or connect any DOM-Supplied Tools to provide ESS.
  - 3.3. Working collaboratively with DOM, including providing appropriate staff to attend meetings and to address matters related to this MOU and DOM’s provision of ESS.
  - 3.4. Identifying Customer’s point of contact who DOM should notify during normal business hours and off hours in the event DOM identifies a Security Incident, Security Breach, or other significant cyber event that may impact or involve Customer Systems or Customer Data.
  - 3.5. Identifying under what circumstances, if any, DOM may act, unilaterally and without prior approval, to contain a Security Incident, Security Breach, or other significant cyber event that may impact or involve Customer Systems or Customer Data, or under what circumstances DOM must obtain prior approval from Customer prior to containing such event.

- 3.6. Determining whether a Security Incident, Security Breach, or other cyber event reported to the Customer by DOM constitutes a Security Breach or other privacy or confidentiality violation or event for purposes of any reporting, notification, or other obligations that may be required by applicable law, rule, or regulation.
- 3.7. Reporting any Security Incident, Security Breach, or other cyber event to appropriate law enforcement or other relevant authority and notifying any consumers or other adversely affected individuals as may be required by applicable law, rule, or regulation.
- 3.8. Conducting forensic investigations that may be necessary to determine the full scope or impact of a Security Incident, Security Breach, or other cyber event. Generally, ESS provided by DOM do not include forensic investigations, although DOM may assist Customer in identifying Third Parties who are qualified to provide such services.
- 3.9. Refraining from the Misuse of the Services or DOM-Supplied Tools provided or performed by DOM. Each of the following constitutes a “**Misuse**” for purposes of this MOU:
- 3.9.1. Using the Services or DOM-Supplied Tools in a manner that is inconsistent with DOM’s directions or instructions.
  - 3.9.2. Using the Services or DOM-Supplied Tools in a manner that is inconsistent with any applicable Third-Party license agreement or terms and conditions governing the use thereof.
  - 3.9.3. Indirectly providing the Services or DOM-Supplied Tools to unauthorized Third Parties, including through a service bureau or other like arrangement.
  - 3.9.4. Using DOM’s Services or DOM-Supplied Tools in a manner that infringes, violates, or misappropriates any patent, trademark, copyright, trade dress, trade secret, or any other intellectual property right or proprietary right of DOM, the State, or any Third Party.
  - 3.9.5. Using the Services or DOM-Supplied Tools in a manner that is inconsistent with or violates applicable law, rule, or regulation.
  - 3.9.6. Using the Services or DOM-Supplied Tools in a manner that does not directly further the Customer’s governmental objectives.

#### **4. Information Exchanges, Third-Party Access, and Cloud Storage/Processing.**

- 4.1. *Information Exchanges.* The SOC exchanges security incident information and analysis with a variety of Third Parties, including federal, state, and not-for-profit cybersecurity organizations such as the United States Department of Homeland Security, Iowa Homeland Security & Emergency Management, the Iowa National Guard, Iowa Secretary of State, and Multi-State Information Sharing and Analysis Center (MS-ISAC). By entering into this MOU, Customer consents to these information exchanges.
- 4.2. *Third-Party SOC Access.* DOM may grant access to the SOC to certain Third Parties to enable these Third Parties to monitor Customer Systems and Customer Data in furtherance of the Third Party’s official duties. For example, in connection with an election, DOM may grant the Iowa National Guard, operating in accordance with an active-duty order, access to the SOC to monitor Customer Systems that may be utilized or involved in facilitating election-related processes. As another



example, DOM may grant the U.S. Department of Homeland Security access and connection to the SOC to conduct certain vulnerability assessments. Customer consents to such Third Party's access to the SOC and Third-Party monitoring of Customer Systems and view or access Customer System Data to perform their official duties. Customer's User Data will only be accessed as necessary for Third Parties to perform their official duties.

- 4.3. *Cloud Storage/Processing.* Some of the DOM-Supplied Tools utilized by DOM in providing the Services under this MOU include Third-Party Cloud Services. Customer consents to DOM's use of Third-Party Cloud Services to supply the Services contemplated hereunder, acknowledging that such Third-Party Cloud Services may host, store, process, or transmit Customer Data.

## 5. Confidentiality.

- 5.1. *DOM's Treatment of Customer's Confidential Information.* DOM will implement and maintain reasonable and appropriate security measures to safeguard against unauthorized access, disclosure, theft, or modification of Confidential Information and will require the same of any Third Parties used in provisioning the Services or DOM-Supplied Tools hereunder.
- 5.2. *Customer's Treatment of DOM or Third-Party Confidential Information.* DOM Confidential Information, as well as Confidential Information of Third parties used by DOM in connection with ESS shall at all times remain the property of DOM or applicable Third Party, and DOM or applicable Third Party shall retain exclusive rights thereto and ownership thereof. Customer may have access to such Confidential Information solely to the extent reasonably necessary to use the Services provided under this MOU. Customer shall hold such Confidential Information in confidence. Customer shall not gather, store, log, archive, use, or otherwise retain such Confidential Information in any manner other than as expressly authorized or contemplated by this MOU and will not disclose, distribute, sell, commercially or politically exploit, share, rent, assign, lease, or otherwise transfer or disseminate such Confidential Information to any Third Party, except as expressly permitted hereunder or as expressly approved by DOM in writing. Customer will immediately report the unauthorized access to or disclosure of such Confidential Information to DOM. Customer may be required to return and destroy, and provide proof of such return or destruction, such Confidential Information to DOM upon the expiration or termination of this MOU, as directed by DOM.
- 5.3. *Compelled Disclosures.* To the extent required by applicable law, the Receiving Party may disclose Confidential Information to a Third Party, subject to the following conditions:
  - 5.3.1. To the extent allowed by applicable law, as soon as becoming aware of a compelled disclosure of Confidential Information and no less than five (5) business days prior to disclosing Confidential Information pursuant thereto, the Receiving Party will notify the Disclosing Party in writing, specifying the nature of and circumstances surrounding the contemplated disclosure, and forward any applicable source material, such as process or subpoena, to the Disclosing Party for its review.
  - 5.3.2. The Receiving Party will consult with the Disclosing Party on the advisability of taking steps to resist or narrow any required response or disclosure.
  - 5.3.3. The Receiving Party will use best efforts not to release Confidential Information pending the outcome of any measures taken by the Disclosing Party to contest, oppose, or otherwise seek to limit such disclosure by the Receiving Party and the Receiving Party will cooperate with the Disclosing Party regarding such efforts.



- 5.3.4. Solely the extent the Receiving Party is required to disclose Confidential Information to a Third Party, the Receiving Party will furnish only such portion or aspect of Confidential Information as it is required to disclose and will exercise reasonable efforts to obtain an order or other reliable assurances that any Confidential Information disclosed will be held in confidence by any Third Party to which it is disclosed.

Notwithstanding any such compelled disclosure by the Receiving Party, such compelled disclosure will not otherwise affect the Receiving Party's obligations hereunder with respect to Confidential Information ultimately disclosed to a Third Party.

- 5.4. *Non-Exclusive Equitable Remedy.* Each Party acknowledges and agrees that due to the unique nature of Confidential Information, there can be no adequate remedy at law for any breach of its obligations hereunder, and therefore, that upon any such breach or any threat thereof, each Party will be entitled to seek appropriate equitable remedies, and may seek injunctive relief from a court of competent jurisdiction without the necessity of proving actual loss, in addition to whatever remedies either of might be available at law or equity. Any breach of this Section will constitute a material breach of this MOU and will be grounds for the immediate termination of this MOU in the exclusive discretion of the non-breaching Party.

- 5.5. *Survives Termination.* Each Party's duties and obligations as set forth in this Section shall survive termination of this MOU.

- 6. DISCLAIMER OF WARRANTIES.** DOM HEREBY DISCLAIMS ALL WARRANTIES, CONDITIONS, GUARANTEES AND REPRESENTATIONS RELATING TO THE ESS, DOM-SUPPLIED TOOLS, OR ANY ANCILLARY OR RELATED SERVICE PROVIDED OR MADE AVAILABLE BY DOM, DIRECTLY OR INDIRECTLY, IN CONNECTION WITH THIS MOU OR DOM'S PERFORMANCE HEREOF. THIS DISCLAIMER APPLIES TO ALL WARRANTIES EXPRESS OR IMPLIED, ORAL OR IN WRITING, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT, AND WHETHER OR NOT ARISING THROUGH A COURSE OF DEALING. THE ESS, INCLUDING THOSE PROVIDED THROUGH THE SOC, AND DOM-SUPPLIED TOOLS ARE NOT GUARANTEED TO BE ERROR-FREE OR UNINTERRUPTED.

- 7. Limitation of Liability.** The Parties understand and accept that this MOU addresses a constantly changing cybersecurity global landscape and that there are inherent risks when addressing the cybersecurity needs of any entity. As such, other than subscription fees due and the right of DOM to obtain payment for such subscription fees, the total aggregate liability of any Party under this MOU to another Party shall not exceed one month's service subscription.

**8. Termination.**

- 8.1. *Generally.* Following forty-five (45) days written notice, either Party may terminate this MOU, in whole or in part, for convenience without the payment of any penalty or incurring any further duty or obligation. Termination for convenience may be for any reason or no reason at all. In the event of the expiration or termination of this MOU, Customer shall immediately cease using and return to DOM, as directed by DOM, DOM-Supplied Tools or other DOM- or State-owned or licensed property. Customer's duties and obligations set forth in this Section shall survive termination of this MOU.

- 8.2. *Notice Calculated to Enable Acquisition of Replacement Services.* While forty-five (45) days prior written notice is sufficient to terminate this MOU, in whole or in part, and cease providing any or all



Services provided hereunder, DOM will, where possible, endeavor to provide additional and reasonable advance notice to Customer of DOM's intention to cease providing any or all Services hereunder, which advance notice shall be calculated to enable Customer to plan for DOM's discontinuation of applicable Services and to procure comparable replacement services. In determining what is reasonable under the circumstances, DOM will consider the likely impact of discontinuing any Services to Customer's operations, and the ability of and time it would take Customer to obtain comparable replacement services.

## 9. Administration.

- 9.1. *Relationship between the Parties.* DOM, its employees, agents and any subcontractors performing under this MOU are not employees or agents of Customer simply by virtue of work performed pursuant to this MOU. Neither DOM nor its employees shall be considered employees of Customer for federal or state tax purposes simply by virtue of work performed pursuant to this MOU. Likewise, this MOU shall not constitute or otherwise imply a delegation of either Party's legal duties or responsibilities to the other, or constitute, create, or imply a joint venture, partnership, or formal business organization of any kind. Neither Party shall be considered an agent, designee, or representative of the other for any purpose.
- 9.2. *Compliance with Law.* Both Parties and their employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, regulations, orders, ordinances, and permitting requirements in the performance of their respective duties, responsibilities, and roles under this MOU.
- 9.3. *Choice of Law and Forum.* This MOU shall be governed in all respects by, and construed in accordance with, the laws of the State of Iowa, without giving effect to the choice of law principles thereof. Any litigation concerning the MOU filed by either Party shall be brought and maintained in the state or federal courts sitting in Des Moines, IA. However, if Iowa Code section 679A.19 is applicable, any dispute between the parties must be addressed in accordance with the statutory provision.
- 9.4. *Escalation of Disputes.* Should a disagreement involving or stemming from this MOU arise between the Parties that cannot be resolved, and prior proceeding to litigation or any other formal dispute resolution process, the area(s) of disagreement shall be stated in writing by each Party and presented to the other Party for consideration. If an agreement is not reached within thirty (30) days, the Parties shall forward the written presentation of the disagreement to higher officials within their respective organizations for appropriate resolution. In the event the Parties are unable to reach an agreement after having completed that process, the parties may then, and only then, proceed to litigation or any other formal dispute resolution process in accordance with the terms of this MOU.
- 9.5. *Amendments.* This MOU may be amended in writing from time to time by mutual consent of the Parties. Any such amendments must be in writing and fully executed by the Parties.
- 9.6. *No Third-Party Beneficiary Rights.* There are no third-party beneficiaries to this MOU. This MOU is intended only to benefit DOM and Customer.
- 9.7. *Assignment and Delegation.* This MOU may not be assigned, transferred, or conveyed, in whole or in part, without the prior written consent of the other Party.
- 9.8. *Entire Agreement.* This MOU represents the entire agreement between the Parties concerning the subject matter hereof. The Parties shall not rely on any representation, oral or otherwise, that may



have been made or may be made and which is not included in this MOU. This MOU shall not be construed or interpreted against either Party on the basis of draftsmanship or preparation thereof.

- 9.9. *Supersedes Former MOUs.* This MOU supersedes all prior MOUs or agreements between the Parties concerning the subject matter hereof.
- 9.10. *Headings or Captions and Terms.* The section and paragraph headings or captions used in this MOU are for identification purposes only and do not limit or construe the contents of the sections, paragraphs, or provisions herein.
- 9.11. *Notices.* Any and all legal notices, designations, consents, offers, acceptances or any other communication provided for herein shall be given in writing by registered or certified mail, return receipt requested, by receipted hand delivery, by Federal Express, courier or other similar and reliable carrier which shall be addressed to each Party to the contacts and at the addresses identified in the CD&E. Each such notice shall be deemed to have been provided: (1) At the time it is actually received; (2) Within one day in the case of overnight hand delivery, courier, or services such as Federal Express with guaranteed next day delivery; or (3) Within five days after it is deposited the U.S. Mail in the case of registered U.S. Mail. From time to time, the Parties may change the name and address of a Party designated to receive notice. Such change of the designated person shall be in writing to the other Party.
- 9.12. *Severability.* If any provision of this MOU is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this MOU.
- 9.13. *Authorization.* Each Party to this MOU represents and warrants to the other Party that it has the right, power and authority to enter into and perform its obligations under this MOU, and it has taken all requisite action (corporate, statutory, or otherwise) to approve execution, delivery and performance of this MOU, and that this MOU constitutes a legal, valid and binding obligation upon itself in accordance with its terms.
- 9.14. *Successors in Interest.* All the terms, provisions, and conditions of this MOU shall be binding upon and inure to the benefit of the Parties hereto and their respective successors, assigns, and legal representatives.
- 9.15. *Waiver.* Except as specifically provided for in a waiver signed by duly authorized representatives of the applicable Party, failure by either Party at any time to require performance by the other Party or to claim a breach of any provision of this MOU shall not be construed as affecting any subsequent right to require performance or to claim a breach.
- 9.16. *Cumulative Rights.* The various rights, powers, options, elections and remedies of any Party provided in this MOU shall be construed as cumulative, and the exercise of any one remedy shall not affect or impair the right of any Party to pursue any other equitable or legal remedy to which they may be entitled.
- 9.17. *Exclusivity.* This MOU is not exclusive. Customer may obtain similar or identical Services, or cooperate or collaborate on other similar projects, from or with Third Parties.
- 9.18. *Multiple Counterparts and Electronic Signatures.* This MOU, including any amendments hereto, may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all Parties. Any such documents may be signed electronically in accordance with Iowa



Code chapter 554D or other applicable law, and each Party waives any arguments concerning the validity of such electronically signed documents related to this MOU.

- 9.19. *Use of Third Parties.* DOM may use Authorized Contractors to provide the Services or DOM-Supplied Tools contemplated hereunder. Any rights, authorizations, or consents conferred or granted to DOM hereunder shall be deemed to be conferred or granted to and may be exercised by any Authorized Contractors used by DOM to provide the Services or DOM-Supplied Tools contemplated hereunder.
- 9.20. *Force Majeure.* Neither Party shall be in default under this MOU if performance is prevented, delayed, or made impossible to the extent that such prevention, delay, or impossibility is caused by a "force majeure." The term "force majeure" as used in this MOU includes an event that no reasonable foresight could anticipate or which if anticipated, is incapable of being avoided. "Force majeure" for DOM includes: claims or court orders that restrict DOM's ability to perform or deliver the Services; strikes; labor unrest; supply chain disruptions; internet failures; power failures; hacker attacks; denial of service attacks; virus or other malicious software attacks or infections.
- 9.21. *Ancillary Agreements.* Generally, the Customer Data that DOM, its Authorized Contractors, and other authorized Third Parties may be able to access or view in connection with this MOU will be limited to System Data as opposed to User Data. If access to or use of User Data is necessary to effectively provide the Services contemplated by this MOU, DOM will provide Customer with notice prior to accessing or using any User Data in connection with the Services provided hereunder. DOM acknowledges that access to and use of User Data may require the execution of additional agreements to address unique compliance, legal, confidentiality, or privacy concerns, such as, where applicable, a Business Associate Agreement as may be required by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as amended. Upon mutual written agreement by the Parties, such "Ancillary Agreements" may be attached hereto as related special terms and conditions and incorporated by reference as if fully set forth herein. DOM may decline to execute such Ancillary Agreements and Customer acknowledges that, as a result, DOM may be unable to provide the contemplated Services, in whole or in part.
- 9.22. *Review Meetings.* DOM and Customer may meet on an annual basis to discuss the Services provided under this MOU, which may include discussion of any problems Customer has experienced in connection with the Services or areas for improvement or suggestions regarding new or additional service offerings. Customer authorizes the Iowa Counties Information Technology ("ICIT") organization, an affiliate of the Iowa State Association of Counties ("ISAC"), to represent its interests and perspective at these annual review meetings, and shall communicate any concerns or suggestions to ICIT, which will consolidate such concerns or suggestions and communicate them to DOM as part of these annual review meetings.

## **10. Customer Systems/Data Access.**

- 10.1. Customer consents to and authorizes DOM to access and monitor Customer Systems and Customer Data to the extent necessary to perform the ESS contemplated hereunder. Such access and monitoring may be subject to mutually agreed upon protocols outlining appropriate information, network, and device connections, as may be further defined and described in an Exhibit to the MOU. Such access and monitoring may include the following:
- 10.1.1. Administrator level and/or system-level access to any network, computing, or communications device;



- 10.1.2. Access for interactively monitoring and logging traffic on Customer Systems, including Customer's networks; and/or
- 10.1.3. Access to information Customer Data that may be produced, transmitted, or stored on, from, or over Customer Systems, equipment, facilities, or premises.
- 10.2. Customer acknowledges that the ESS and installation or connection of DOM-Supplied Tools to Customer Systems, or Customer's or DOM's use of DOM-Supplied Tools that are Third-Party Cloud Services, involves a risk of potential adverse impacts or consequences to Customer Systems and Customer Data, including degradation, loss, or disruption of network and system performance or availability, or loss or destruction of Customer Data. Customer agrees to assume all risk for any damages, losses, expenses, and other adverse consequences resulting from or associated with the performance or provisioning of the ESS hereunder, including the ESS provided through the SOC, or that may otherwise result from the installation or connection of DOM-Supplied Tools on Customer Systems or Customer's or DOM's use of DOM-Supplied Tools that are Third-Party Cloud Services. Consistent with the foregoing, Customer waives any claims it may have against DOM or the State of Iowa involving Customer Property or Customer Data caused, in whole or in part, by DOM's provisioning of the ESS hereunder, including the ESS provided through the SOC, installation or connection of DOM-Supplied Tools to Customer Systems, or Customer's or DOM's use of DOM-Supplied Tools that are Third-Party Cloud Services.
- 10.3. Customer represents and warrants that it has the authority to grant DOM the right to access and monitor such Customer Systems and Customer Data as contemplated in this MOU and has taken all requisite action (corporate, statutory, or otherwise, including obtaining review and approval from any governing boards, commissions, councils, or other like bodies where required by applicable law, rule, regulation, order, or charter) necessary to grant or permit access to and monitoring of the Customer Systems and Customer Data as contemplated by this MOU.

# JOINT EDUCATION SERVICE AGREEMENT

Between

**HAWKEYE COMMUNITY COLLEGE**

and

**EAST BUCHANAN COMMUNITY SCHOOL DISTRICT**

## Appendix A: Approved Courses for the 2025-26 Academic Year

### 2025 Summer College Credit Program

Course Number and Title
HSC-168 Nurse Aide
BIO-151 Nutrition*
HSC-113 Medical Terminology
BIO-168 - Human Anatomy and Physiology I*
CRJ-100 Intro to Criminal Justice*
SPC-101 Fundamentals of Oral Communication*
AUT-106 Intro To Automotive Technology
AUT-109 Intro to Automotive Tech II
SOC-110 Intro to Sociology*

### 2025-26 Fall and Spring Semester Courses

Course #	Course Title	Course #	Course Title
AGA114	Principles of Agronomy	HIS118	Western Civ II - Early Modern*
AGS113	Survey of the Animal Industry	HIS119	Western Civ III - Modern Period*
AGB330	Farm Business Management	HIS151	U.S. History to 1877*
ART101	Art Appreciation*	HIS152	U.S. History Since 1877*
ART203	Art History I*	HIS257	African American History*
BIO151	Nutrition*	HSC108	Introduction to Health Professions
BIO154	Human Biology*	HSC113	Medical Terminology
BIO168	Human Anatomy and Physiology I*	MAT110	Math for Liberal Arts*
BUS102	Introduction to Business*	MAT156	Statistics*
BUS180	Business Ethics*	MAT772	Applied Math
CLS130	African Cultures	MGT101	Principles of Management*
CRJ100	Introduction to Criminal Justice*	MKT110	Principles of Marketing*
CRJ141	Criminal Investigation*	MKT198	Sports Marketing
CRJ200	Criminology*	MUS100	Music Appreciation*
CRJ316	Juvenile Justice*	NET115	College Experience
CSC116	Information Computing*	PEH111	Personal Wellness*

ECE103	Introduction To Early Childhood Education	PHI101	Introduction to Philosophy*
ECE133	Child Health, Safety, and Nutrition	PHI105	Introduction to Ethics*
ECE243	Early Childhood Guidance	PSY111	Introduction to Psychology*
ECN110	Introduction to Economics*	PSY121	Developmental Psychology*
ECN120	Principles of Macroeconomics*	REL130	Introduction to Religions of the East*
ECN130	Principles of Microeconomics*	SDV109	College 101*
EDU210	Foundations of Education*	SOC110	Introduction to Sociology*
EDU246	Including Diverse Learners*	SOC115	Social Problems*
ENG105	Composition I*	SOC120	Marriage and Family*
ENG106	Composition II*	SOC135	Death and Dying*
ENV115	Environmental Science*	SOC160	Intro to Social Work
ENV116	Environmental Science Lab*	SOC205	Identity and Inequity in the US*
FIN121	Personal Finance	SPC101	Fundamentals of Oral Communication*
GEO121	World Regional Geography*	WST101	Women's Studies*
HIS117	Western Civilization I - Ancient and Medieval*		

\*Denotes Arts and Science course

# **JOINT EDUCATION SERVICE AGREEMENT**

Between

**HAWKEYE COMMUNITY COLLEGE**

and

**EAST BUCHANAN COMMUNITY SCHOOL DISTRICT**

WHEREAS, pursuant to authority granted in Chapter 28E of the Iowa Code, the East Buchanan Community School District (the "School District") wishes to provide certain of its students the opportunity to receive instruction in certain academic courses (collectively the "Courses" or individually a "Course") in collaboration with Hawkeye Community College (Merged Area VII) ("Hawkeye") pursuant to this Joint Education Services Agreement (the "Agreement") for the 2025-2026 academic year;

THEREFORE, the parties, for mutual consideration and benefits, agree to provide joint services on the terms and conditions hereinafter set forth.

**PURPOSE.** The purpose of the Agreement is to assist specified School District students to prepare for the world of college and career by receiving instruction in the Courses through collaboration and cooperation with Hawkeye and to utilize the expertise of the respective parties in providing such instruction.

**JOINT ADMINISTRATION OF COURSES.** The parties jointly agree to facilitate the program for instruction of the Courses under this Agreement as follows:

1. The School District agrees to:
  - (a) Identify eligible students for Courses; eligibility is determined by Hawkeye Course prerequisites and Iowa Department of Education guidance on proficiency, including alternative measures;
  - (b) Provide administrative and counseling support to students enrolled in the program;
  - (c) Follow the applicable Course syllabi and identified student learning outcomes;
  - (d) Provide textbooks, equipment and software updates consistent with the district's established policies in alignment with Senior Year Plus as required by Iowa Department of Education guidelines;
  - (e) Provide appropriate information to students and parents/guardians regarding Hawkeye policies, procedures, creation of permanent transcripts, and course dropping and/or withdrawal methods;
  - (f) Ensure college-level rigor and learning experiences, assist appropriate Hawkeye personnel in implementing college assessment policies, instructor guidelines, procedures and instruments for Course effectiveness (such assessments will include classroom observations and student surveys);
  - (g) Ensure qualified high school instructors:
    1. Have successfully completed a background check
    2. Do not have a revoked Educator License
  - (h) Ensure qualified high school instructors attend mandatory annual professional development opportunities (noncompliance with this expectation could result in restrictions on Course offerings the following academic year);
  - (i) Ensure qualified high school instructors provide Hawkeye all necessary materials, information and credentials and complete the College's Course Orientation prior to the first term of a new Course;
  - (j) Grant high school credit for Course completion;
  - (k) The following billing rates and schedule:

- (i) For Courses taught by a qualified high school instructor and/or employee of the School District, the district would pay 25% of Hawkeye's current tuition (without fees) per student for the college credit Course(s);
  - (ii) For Courses taught by a Hawkeye instructor at any location:
    - (1) The School District will pay 75% of Hawkeye's current tuition (without fees) for courses designated as "College Provided Faculty," defined as sections reserved for students from the School District, provided faculty are available and the minimum enrollment is met;
    - (2) The School District would pay 100% of Hawkeye's current tuition (without fees) for all other courses;
    - (3) The School District would pay no tuition or fees for students enrolled in the Summer College Credit Program.
  - (iii) A "Roster Lock Date" of the Course's drop deadline, as established by the College, for billing purposes;
  - (l) Name a designee of the School District to receive student grade and transcript data;
  - (m) Notify students in writing of the Courses available and, upon registration, the College's Course title and the number of credit hours to be earned;
  - (n) Assist students in completion of Hawkeye registration;
  - (o) Facilitate transportation to the Course teaching site in accordance with State of Iowa requirements;
  - (p) Provide liability insurance with respect to the conduct of the portion of the Courses provided under the School District's direction and/or at the School District's facilities;
  - (q) Participate in two annual "Partnership Meetings" (Annual Meeting in October and Concurrent Partnership and Planning Meeting in January) to share ideas, plan concurrent offerings, and review updated policies and procedures; and
  - (r) Follow all policies and procedures outlined in Hawkeye Concurrent Enrollment Handbooks.
- 2. Hawkeye agrees to:
  - (a) Administer the program;
  - (b) Provide staff and/or approve local instructional staff who meet Hawkeye and other applicable requirements for program teaching;
  - (c) Provide annual professional development comparable to that given to adjunct faculty;
  - (d) Develop and maintain a curriculum that achieves the same learning outcomes as experienced by students on its campus; thus, Hawkeye will ensure a consistency in Course syllabi, instructional materials, resources, equipment, and textbooks;
  - (e) At the completion of the term, provide the designee of the School District with a grade report of the students' academic performance;
  - (f) Provide the School District with necessary documentation for billing purposes; and
  - (g) Follow all policies and procedures outlined in Hawkeye's Concurrent Enrollment Handbooks.
- 3. It is further mutually agreed that:
  - (a) The Courses offered to students at the School District shall those listed in "Appendix A: 2025-26 Approved Courses";
  - (b) Upon termination of the program at the high school:
    - (i) Any instructional materials or equipment provided by the School District shall remain the property of the School District;
    - (ii) Any instructional materials or equipment provided by Hawkeye shall remain the property of Hawkeye;
  - (c) The program and Courses may qualify for supplementary weighted funding if the requirements of Iowa Code section 257.11(3) are met; and

- (d) All state and federal statutes regarding nondiscrimination on the basis of race, color, national origin, sex, handicap, religion, or economic status will be followed.

**STUDENTS.**

Under this Agreement, students:

1. who successfully complete the course of study in the Courses will earn college credit at Hawkeye according to Hawkeye's then-current credit policies;
2. are registered as Hawkeye students and therefore have a Hawkeye transcript;
3. will not be charged either by College or the School District for the Hawkeye credit awarded through this Agreement;
4. have no assurance that the Courses awarded credit will transfer to any other postsecondary institution.

**DURATION.**

The duration of this Agreement shall be from July 1, 2025 to June 30, 2026. Amendments to this Agreement become effective upon the acceptance of all parties as certified by their signatures upon the amendment.

**AUTHORIZATION.**


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

**East Buchanan Community School District**

\_\_\_\_\_  
Board of Education President

\_\_\_\_\_  
Date

**Hawkeye Community College (Merged Area VII)**

  
\_\_\_\_\_  
Vice President of Academic Affairs

\_\_\_\_\_  
4/23/25  
Date