

**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
Educational Leadership & Support Center, Board Room  
Monday, October 10, 2022 @ 5:30 p.m.**

**A G E N D A**

**CALL TO ORDER** (President David Tominsky)

**APPROVAL OF AGENDA** (President David Tominsky)

**PUBLIC HEARING**

BA-23-131	Public Hearing - Issuance of Not to Exceed \$30,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, in One or More Series (Karla Hogan/Jon Galbraith).....	3
BA-23-132	Public Hearing - Cedar Rapids Community School District - Instructional Time Reporting in Hours vs. Days for the 2023-24 School Year (Nicole Kooiker).....	4

**SUPERINTENDENT’S REPORT/BOARD REPORTS** (Superintendent Bush/ Board of Directors)

**ADDRESSING THE BOARD, COMMUNICATIONS, DELEGATIONS, & PETITIONS**  
(President David Tominsky)

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# AGENDA

**CALL TO ORDER** – President David Tominsky

**APPROVAL OF AGENDA** – President David Tominsky

“I move that the agenda of Monday, October 10, 2022, Board of Education meeting be approved as set forth, and that each item is considered ready for discussion and/or action.”

**MOTION/2<sup>ND</sup>/ROLL CALL ACTION**

## **PUBLIC HEARING**

**BA-23-131      Public Hearing – Issuance of Not to Exceed \$30,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, in One or More Series  
(Karla Hogan/Jon Galbraith)**

### **Information Item**

#### **Pertinent Fact(s):**

1. At the September 26, 2022 Board meeting, the Board approved moving forward with setting a Public Hearing for the issuance of School Infrastructure Sales, Services and Use Tax Revenue Bonds not to exceed \$30,000,000, in one or more series for the purpose of funding one or more new elementary school buildings.
2. The Board set the Public Hearing for October 10, 2022 pursuant to the provisions of Chapters 423E and 423F of the Code of Iowa, which requires the District to hold a Public Hearing for issuance of debt.
3. Pursuant to the notice published in [The Cedar Rapids Gazette](#), a Public Hearing must be held at 5:30 p.m. on October 10, 2022 for the purpose of receiving public comment for or against the issuance of obligations payable from school infrastructure sales, services and use tax revenue.

## PUBLIC HEARING

**BA-23-132      Public Hearing – Cedar Rapids Community School District – Instructional Time Reporting in Hours vs. Days for the 2023-2024 School Year (Nicole Kooiker)**

### **Information Item**

#### **Pertinent Fact(s):**

1. Pursuant to Iowa Code 256.7(19), a Public Hearing must be held at a School Board Meeting for the purpose of receiving any objections to the District's responsibility to report either instructional time in either hours or days.
2. All school districts are required to report instructional time to the Iowa Department of Education. A district that reports in days must include 180 days of instruction and a District that reports in hours must include 1080 hours of instruction.
3. Reporting in hours allows flexibility if it becomes necessary to make up lost instructional time because there are no minimum or maximum day lengths required. It also permits instruction to be made up closer to the point in time in which it is lost. Reporting in hours also allows districts to stay closely aligned to the published school year end date.
4. After the Board's consideration or any written and/or oral objections presented, the recommended Board action is to give final approval to the administration's recommendation to report instructional time in hours for the 2023-2024 School Year

**SUPERINTENDENT'S REPORT/BOARD REPORTS** - (Superintendent Bush/ Board of Directors)

**ADDRESSING the BOARD – COMMUNICATIONS, DELEGATIONS, AND PETITIONS** - (President David Tominsky)

## CONSENT AGENDA

### **BA-23-000/06 Minutes – Board Meeting/Work Session on September 26, 2022 (Laurel Day)**

Exhibit: <https://crschools.us/about/board-of-education/meetings-and-agendas/>

#### **Action Item**

#### **Pertinent Fact(s):**

It is the responsibility of the Board Secretary to keep the minutes of Board of Directors meetings as required by Iowa Code §§ 21.3 and Board Regulation 202.10. The minutes will be available for public inspection within two weeks of the Board meeting and forwarded to the appropriate newspaper for publication.

#### **Recommendation:**

It is recommended that the Board of Education approve the Minutes from the Board Meeting/Work Session held on September 26, 2022.

## CONSENT AGENDA

### **BA-23-003/02 Budget Summary Report – June 2022 (Karla Hogan)**

Exhibit: BA-23-003/02.1-9

#### **Action Item**

#### **Pertinent Fact(s):**

The Budget Summary Report is provided as required by Board Regulation 703.2.

#### **Recommendation:**

It is recommended that the Board of Education approve the Budget Summary Report for the month ended June 30, 2022.

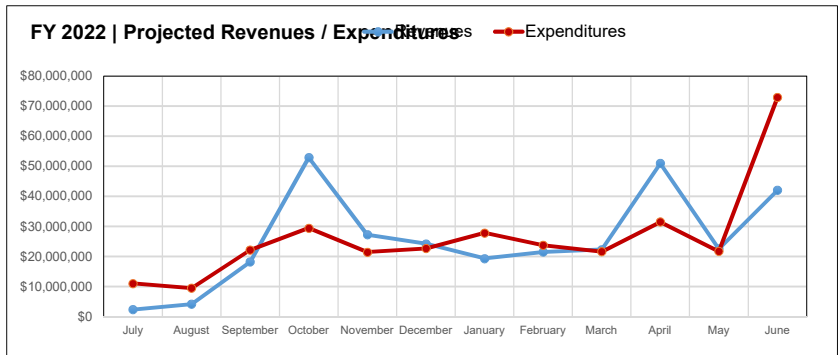
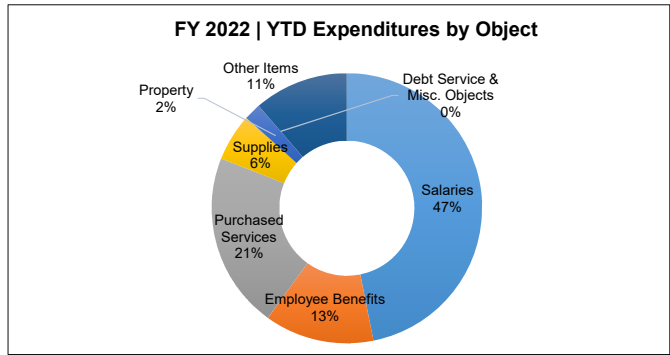
# Statement of Revenues, Expenditures, Other Financing Sources (Uses) And Changes In Fund Balance

For the Period Ending June 30, 2022

## All Funds Summary Breakdown

(With Comparative Totals For the Period Ended July, 2020 - June, 2021)

	All Funds FY2021	All Funds FY2022	% Incr/(Decr)											
				General Fund	Activity Fund	Management Fund	Sales Tax Fund	PPEL	Debt Service	School Nutrition	Other 60 Funds			
<b>REVENUES</b>														
Local	\$112,089,976	\$109,261,373	(2.52%)	\$85,609,089	\$2,093,452	\$8,532,924	\$240,411	\$10,878,101	\$176,990	\$401,223	\$1,329,183			
Intermediate	\$0	\$0		0	0	0	0	0	0	0	0			
State	\$138,614,591	\$139,859,552	0.90%	119,648,356	0	244,053	19,639,982	281,847	0	45,315	0			
Federal	\$25,343,108	\$40,760,033	60.83%	27,455,993	0	0	0	0	585,174	12,647,344	71,521			
Other Financing Sources/Income Items	\$77,708,136	\$18,030,232	(76.80%)	2,335,385	358,932	0	1,345,126	1,718,059	11,936,105	228,233	108,392			
<b>TOTAL REVENUE</b>	<b>\$353,755,811</b>	<b>\$307,911,189</b>	<b>(12.96%)</b>	<b>\$235,048,823</b>	<b>\$2,452,384</b>	<b>\$8,776,977</b>	<b>\$21,225,519</b>	<b>\$12,878,007</b>	<b>\$12,698,268</b>	<b>\$13,322,116</b>	<b>\$1,509,096</b>			
<b>EXPENDITURES</b>														
Salaries	\$147,132,831	\$147,807,811	0.46%	\$143,241,951	\$28,659	\$58,192	\$0	\$0	\$0	\$3,390,308	\$1,088,700			
Employee Benefits	\$43,133,571	\$41,263,601	(4.34%)	37,074,677	3,879	3,729,993	0	0	0	400,537	54,515			
Purchased Services	\$55,077,353	\$66,447,206	20.64%	25,845,599	472,631	2,998,358	23,180,205	13,919,320	0	7,465	23,627			
Supplies	\$13,748,016	\$17,748,042	29.10%	10,607,313	1,302,033	0	9,166	15,510	0	5,710,978	103,043			
Property	\$5,250,793	\$6,490,356	23.61%	3,623,137	105,199	0	2,344,229	292,000	0	124,045	1,747			
Debt Service & Misc. Objects	\$0	\$0		0	0	0	0	0	0	0	0			
Other Items	\$82,725,351	\$35,693,021	(56.85%)	8,647,971	98,982	320,282	12,944,367	1,257,592	12,022,027	395,759	6,041			
<b>TOTAL EXPENDITURES</b>	<b>\$347,067,915</b>	<b>\$315,450,036</b>	<b>(9.11%)</b>	<b>\$229,040,649</b>	<b>\$2,011,382</b>	<b>\$7,106,825</b>	<b>\$38,477,966</b>	<b>\$15,484,422</b>	<b>\$12,022,027</b>	<b>\$10,029,093</b>	<b>\$1,277,673</b>			
<b>SURPLUS / (DEFICIT)</b>	<b>\$6,687,896</b>	<b>(\$7,538,847)</b>	<b>(212.72%)</b>	<b>\$6,008,174</b>	<b>\$441,002</b>	<b>\$1,670,152</b>	<b>(\$17,252,447)</b>	<b>(\$2,606,415)</b>	<b>\$676,241</b>	<b>\$3,293,023</b>	<b>\$231,423</b>			
<b>FUND BALANCE</b>														
Beginning of Period				\$33,565,373	\$1,751,616	\$7,836,833	\$36,283,011	\$14,085,891	\$12,606,787	\$811,837	(\$435,888)			
End of Period				<b>\$39,573,547</b>	<b>\$2,192,618</b>	<b>\$9,506,985</b>	<b>\$19,030,564</b>	<b>\$11,479,475</b>	<b>\$13,283,028</b>	<b>\$4,104,860</b>	<b>(\$204,464)</b>			

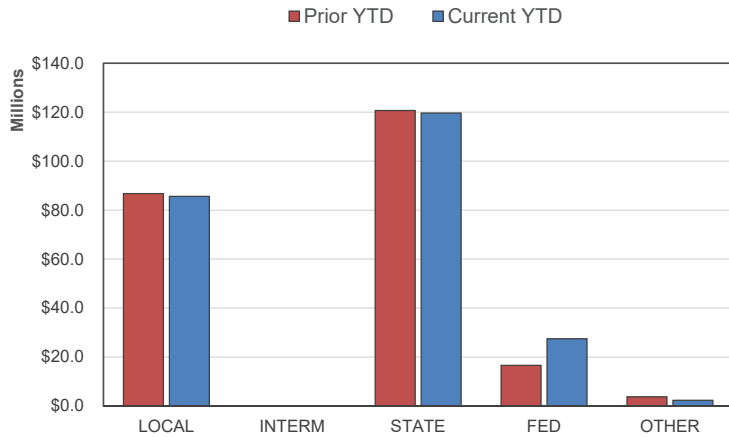


# General Fund | Financial Summary

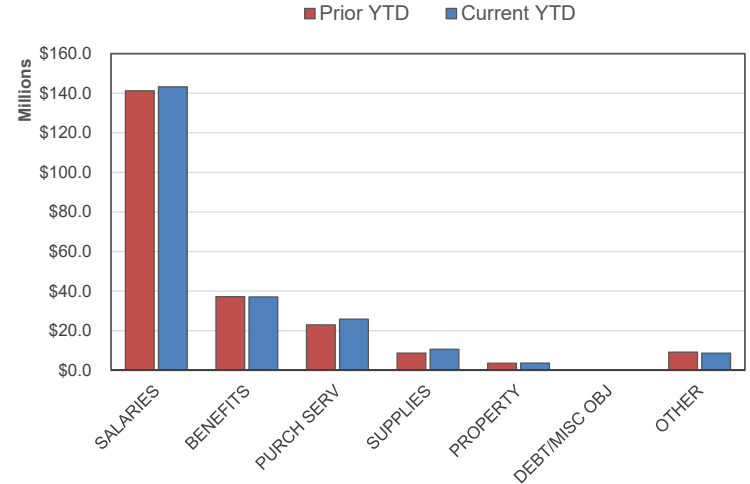
For the Period Ending June 30, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$86,751,306	\$86,751,306	100.00%	\$85,609,089	\$86,638,134	98.81%
Intermediate	0	0		0	0	
State	120,681,188	120,681,188	100.00%	119,648,356	120,083,815	99.64%
Federal	16,600,792	16,600,792	100.00%	27,455,993	27,109,963	101.28%
Other Financing Sources/Income Items	3,747,716	3,747,716	100.00%	2,335,385	2,036,470	114.68%
<b>TOTAL REVENUE</b>	<b>\$227,781,001</b>	<b>\$227,781,001</b>	<b>100.00%</b>	<b>\$235,048,823</b>	<b>\$235,868,382</b>	<b>99.65%</b>
<b>EXPENDITURES</b>						
Salaries	\$141,243,891	\$141,243,891	100.00%	\$143,241,951	\$136,939,377	104.60%
Employee Benefits	37,200,948	37,200,948	100.00%	37,074,677	34,682,901	106.90%
Purchased Services	22,933,518	22,933,518	100.00%	25,845,599	23,794,258	108.62%
Supplies	8,667,381	8,667,381	100.00%	10,607,313	15,038,064	70.54%
Property	3,594,966	3,594,966	100.00%	3,623,137	3,219,822	112.53%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	9,155,681	9,155,681	100.00%	8,647,971	17,708,427	48.84%
<b>TOTAL EXPENDITURES</b>	<b>\$222,796,385</b>	<b>\$222,796,385</b>	<b>100.00%</b>	<b>\$229,040,649</b>	<b>\$231,382,850</b>	<b>98.99%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$4,984,616</b>	<b>\$4,984,616</b>		<b>\$6,008,174</b>	<b>\$4,485,532</b>	
<b>ENDING FUND BALANCE</b>	<b>\$33,565,373</b>			<b>\$39,573,547</b>		

Revenues by Source | Prior YTD vs. Current YTD



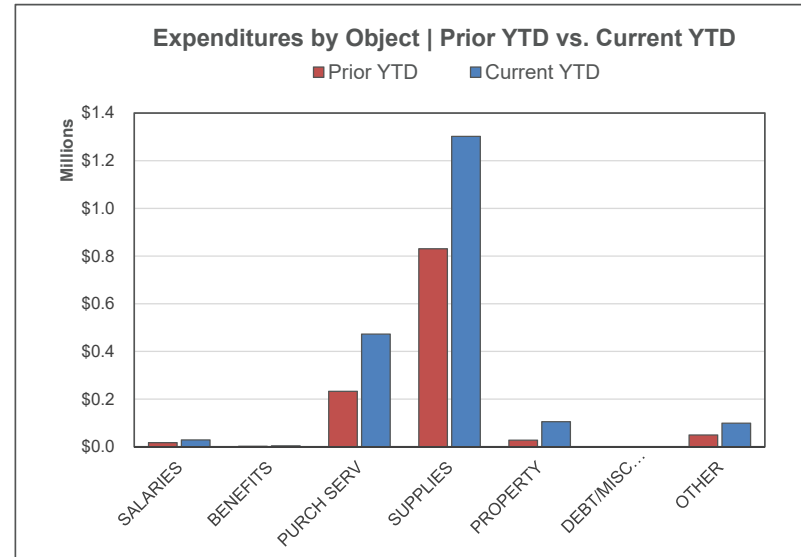
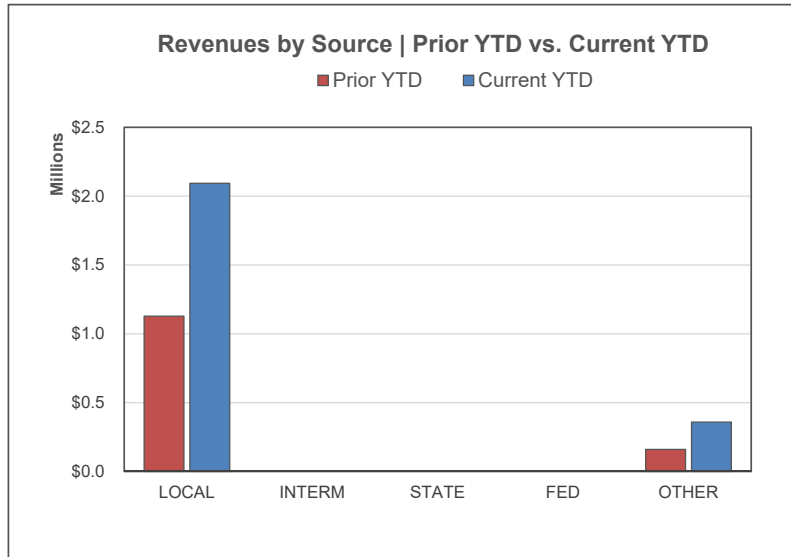
Expenditures by Object: Prior YTD vs. Current YTD



# Activity Fund | Financial Summary

For the Period Ending June 30, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$1,128,229	\$1,128,229	100.00%	\$2,093,452	\$0	
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	0	0		0	0	
Other Financing Sources/Income Items	160,121	160,121	100.00%	358,932	0	
<b>TOTAL REVENUE</b>	<b>\$1,288,350</b>	<b>\$1,288,350</b>	<b>100.00%</b>	<b>\$2,452,384</b>	<b>\$0</b>	
<b>EXPENDITURES</b>						
Salaries	\$17,289	\$17,289	100.00%	\$28,659	\$0	
Employee Benefits	2,064	2,064	100.00%	3,879	0	
Purchased Services	232,584	232,584	100.00%	472,631	0	
Supplies	830,786	830,786	100.00%	1,302,033	0	
Property	27,692	27,692	100.00%	105,199	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	49,399	49,399	100.00%	98,982	0	
<b>TOTAL EXPENDITURES</b>	<b>\$1,159,814</b>	<b>\$1,159,814</b>	<b>100.00%</b>	<b>\$2,011,382</b>	<b>\$0</b>	
<b>SURPLUS / (DEFICIT)</b>	<b>\$128,536</b>	<b>\$128,536</b>		<b>\$441,002</b>	<b>\$0</b>	
<b>ENDING FUND BALANCE</b>	<b>\$1,751,616</b>			<b>\$2,192,618</b>		

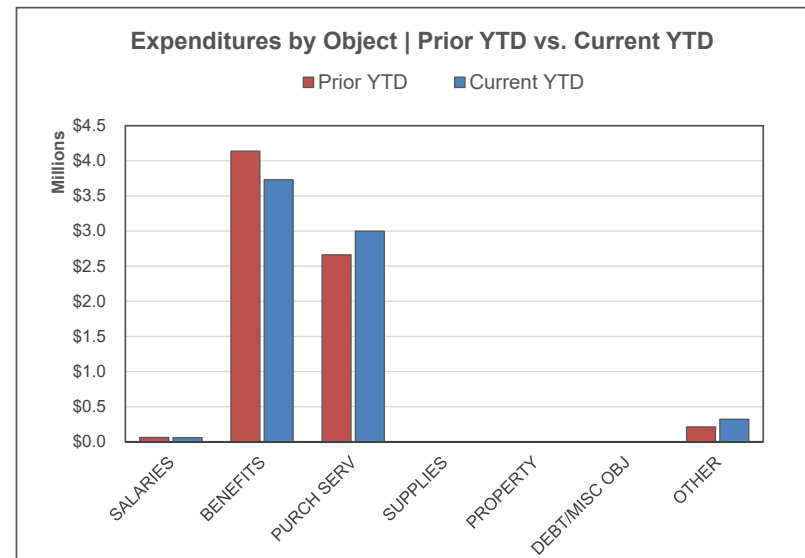
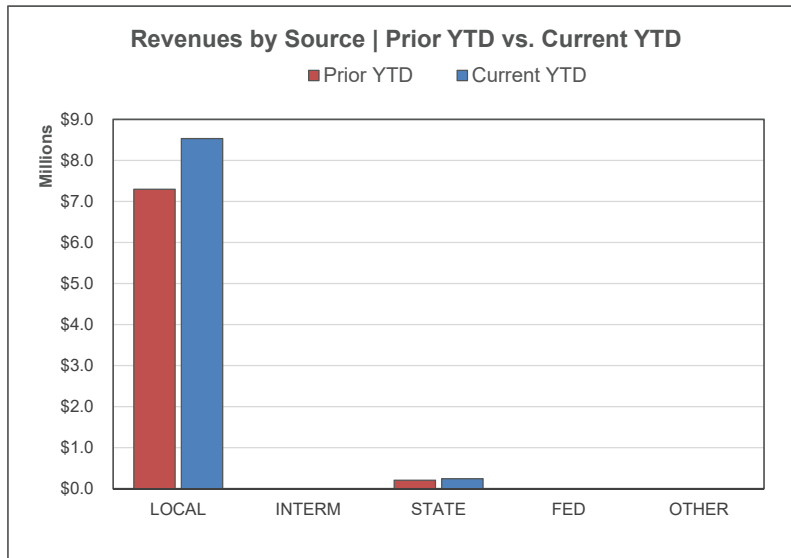




# Management Fund | Financial Summary

For the Period Ending June 30, 2022

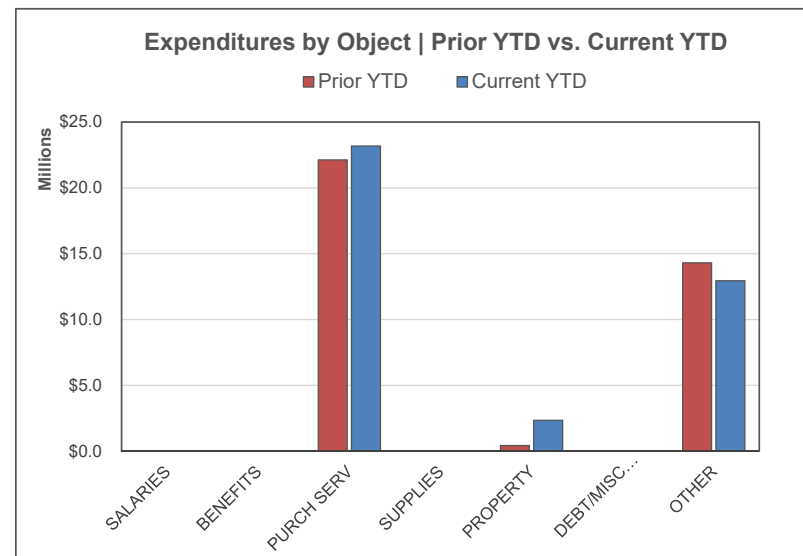
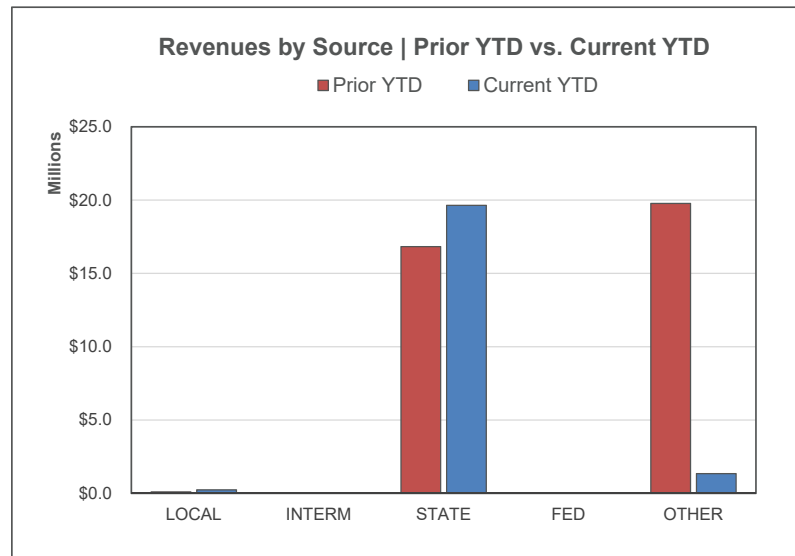
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$7,296,630	\$7,296,630	100.00%	\$8,532,924	\$8,624,224	98.94%
Intermediate	0	0		0	0	
State	206,013	206,013	100.00%	244,053	244,168	99.95%
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	0		0	0	
<b>TOTAL REVENUE</b>	<b>\$7,502,643</b>	<b>\$7,502,643</b>	<b>100.00%</b>	<b>\$8,776,977</b>	<b>\$8,868,392</b>	<b>98.97%</b>
<b>EXPENDITURES</b>						
Salaries	\$61,072	\$61,072	100.00%	\$58,192	\$20,233	287.62%
Employee Benefits	4,137,411	4,137,411	100.00%	3,729,993	4,711,849	79.16%
Purchased Services	2,661,789	2,661,789	100.00%	2,998,358	3,034,046	98.82%
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	210,795	210,795	100.00%	320,282	250,000	128.11%
<b>TOTAL EXPENDITURES</b>	<b>\$7,071,066</b>	<b>\$7,071,066</b>	<b>100.00%</b>	<b>\$7,106,825</b>	<b>\$8,016,128</b>	<b>88.66%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$431,577</b>	<b>\$431,577</b>		<b>\$1,670,152</b>	<b>\$852,264</b>	
<b>ENDING FUND BALANCE</b>	<b>\$7,836,833</b>			<b>\$9,506,985</b>		



# Sales Tax Fund | Financial Summary

For the Period Ending June 30, 2022

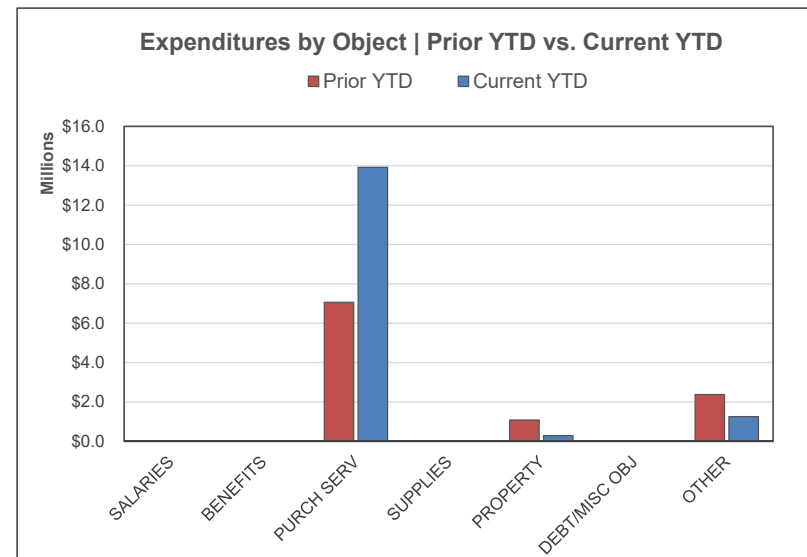
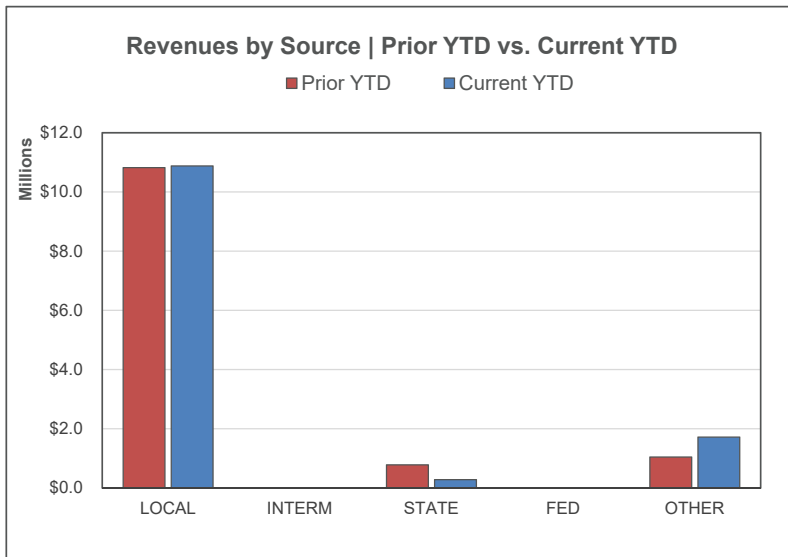
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$96,794	\$96,794	100.00%	\$240,411	\$195,784	122.79%
Intermediate	0	0		0	0	
State	16,827,764	16,827,764	100.00%	19,639,982	18,149,467	108.21%
Federal	0	0		0	0	
Other Financing Sources/Income Items	19,770,403	19,770,403	100.00%	1,345,126	2,047,000	65.71%
<b>TOTAL REVENUE</b>	<b>\$36,694,960</b>	<b>\$36,694,960</b>	<b>100.00%</b>	<b>\$21,225,519</b>	<b>\$20,392,251</b>	<b>104.09%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	22,126,929	22,126,929	100.00%	23,180,205	22,117,140	104.81%
Supplies	13	13	100.00%	9,166	0	
Property	427,852	427,852	100.00%	2,344,229	3,436,660	68.21%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	14,305,665	14,305,665	100.00%	12,944,367	12,945,791	99.99%
<b>TOTAL EXPENDITURES</b>	<b>\$36,860,459</b>	<b>\$36,860,459</b>	<b>100.00%</b>	<b>\$38,477,966</b>	<b>\$38,499,591</b>	<b>99.94%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$165,499)</b>	<b>(\$165,499)</b>		<b>(\$17,252,447)</b>	<b>(\$18,107,340)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$36,283,011</b>			<b>\$19,030,564</b>		



# PPEL | Financial Summary

For the Period Ending June 30, 2022

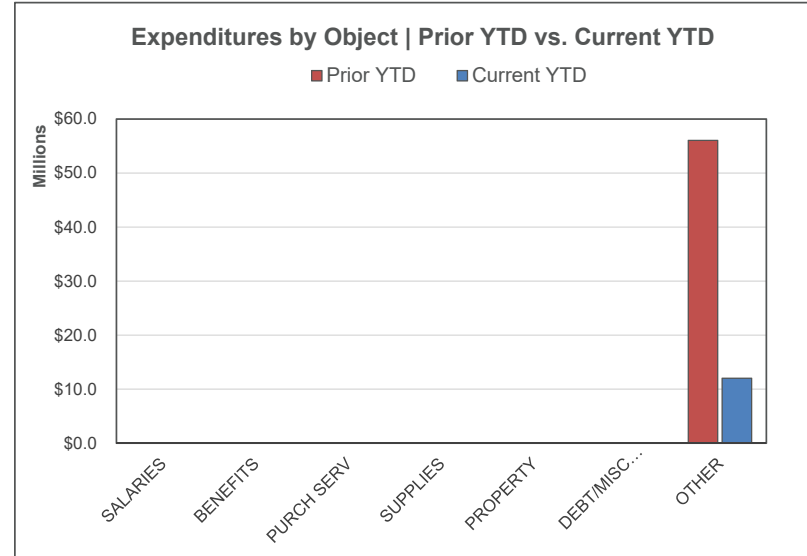
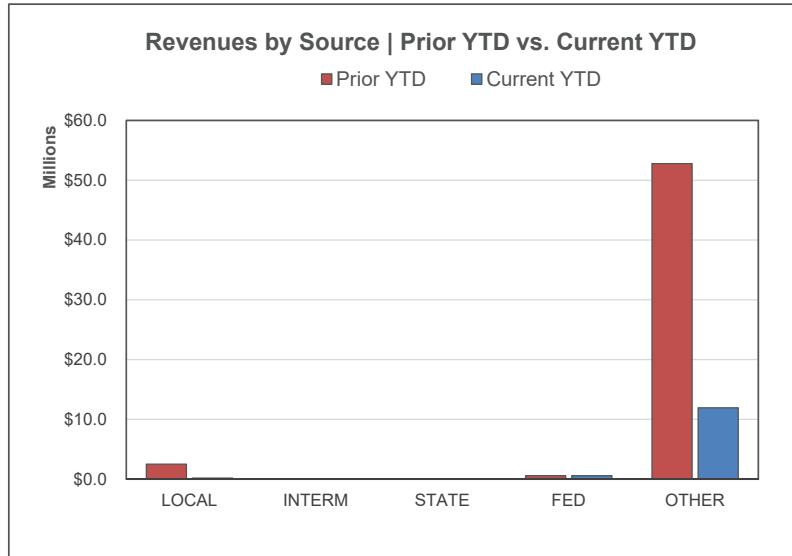
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$10,822,581	\$10,822,581	100.00%	\$10,878,101	\$10,863,325	100.14%
Intermediate	0	0		0	0	
State	781,012	781,012	100.00%	281,847	281,847	100.00%
Federal	0	0		0	0	
Other Financing Sources/Income Items	1,044,089	1,044,089	100.00%	1,718,059	39,750	4322.16%
<b>TOTAL REVENUE</b>	<b>\$12,647,682</b>	<b>\$12,647,682</b>	<b>100.00%</b>	<b>\$12,878,007</b>	<b>\$11,184,922</b>	<b>115.14%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	7,062,501	7,062,501	100.00%	13,919,320	10,899,370	127.71%
Supplies	16,537	16,537	100.00%	15,510	0	
Property	1,083,888	1,083,888	100.00%	292,000	1,319,100	22.14%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	2,377,242	2,377,242	100.00%	1,257,592	2,077,553	60.53%
<b>TOTAL EXPENDITURES</b>	<b>\$10,540,169</b>	<b>\$10,540,169</b>	<b>100.00%</b>	<b>\$15,484,422</b>	<b>\$14,296,023</b>	<b>108.31%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$2,107,514</b>	<b>\$2,107,514</b>		<b>(\$2,606,415)</b>	<b>(\$3,111,101)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$14,085,891</b>			<b>\$11,479,475</b>		



# Debt Service | Financial Summary

For the Period Ending June 30, 2022

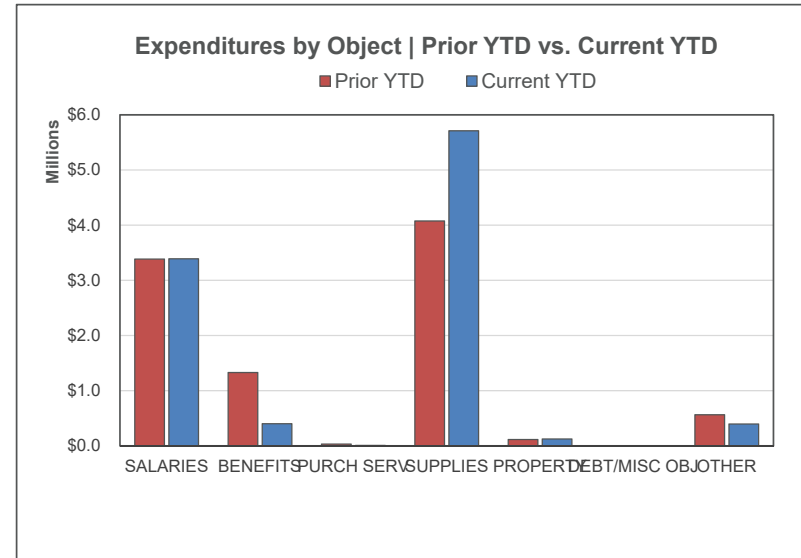
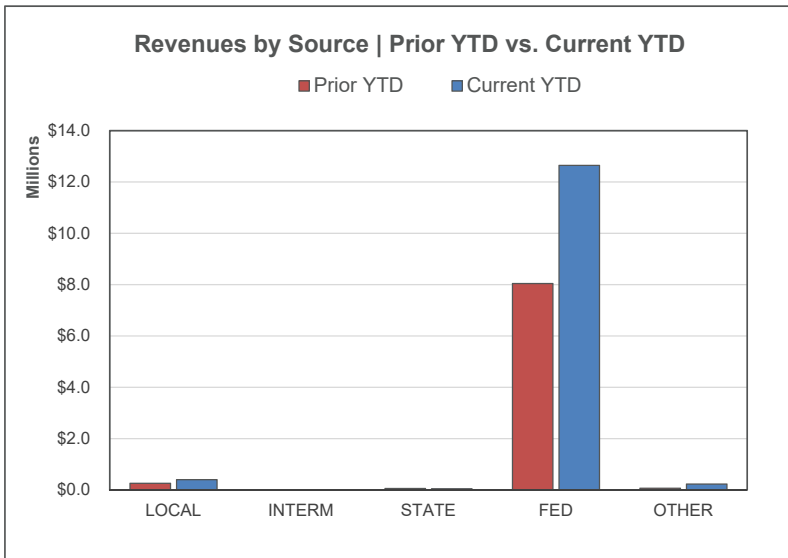
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$2,509,504	\$2,509,504	100.00%	\$176,990	\$171,500	103.20%
Intermediate	0	0		0	0	
State	62,131	62,131	100.00%	0	0	
Federal	584,553	584,553	100.00%	585,174	585,174	100.00%
Other Financing Sources/Income Items	52,777,217	52,777,217	100.00%	11,936,105	11,933,344	100.02%
<b>TOTAL REVENUE</b>	<b>\$55,933,405</b>	<b>\$55,933,405</b>	<b>100.00%</b>	<b>\$12,698,268</b>	<b>\$12,690,018</b>	<b>100.07%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	0	0		0	0	
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	56,057,243	56,057,243	100.00%	12,022,027	11,932,743	100.75%
<b>TOTAL EXPENDITURES</b>	<b>\$56,057,243</b>	<b>\$56,057,243</b>	<b>100.00%</b>	<b>\$12,022,027</b>	<b>\$11,932,743</b>	<b>100.75%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$123,838)</b>	<b>(\$123,838)</b>		<b>\$676,241</b>	<b>\$757,275</b>	
<b>ENDING FUND BALANCE</b>	<b>\$12,606,787</b>			<b>\$13,283,028</b>		



# School Nutrition | Financial Summary

For the Period Ending June 30, 2022

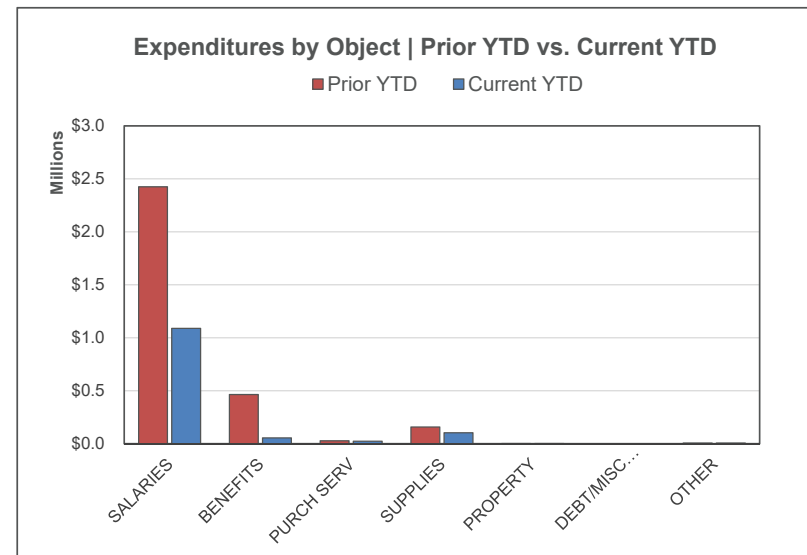
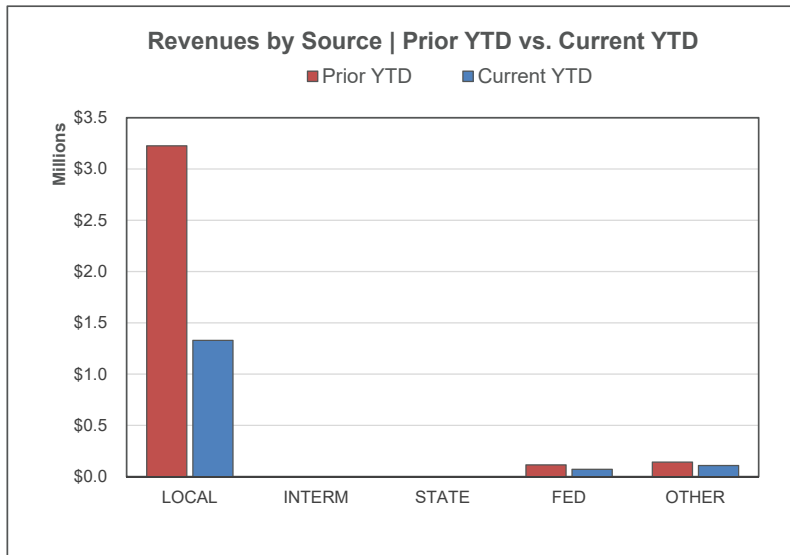
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$258,825	\$258,825	100.00%	\$401,223	\$311,900	128.64%
Intermediate	0	0		0	0	
State	56,484	56,484	100.00%	45,315	65,000	69.72%
Federal	8,043,263	8,043,263	100.00%	12,647,344	10,565,652	119.70%
Other Financing Sources/Income Items	66,944	66,944	100.00%	228,233	0	
<b>TOTAL REVENUE</b>	<b>\$8,425,516</b>	<b>\$8,425,516</b>	<b>100.00%</b>	<b>\$13,322,116</b>	<b>\$10,942,552</b>	<b>121.75%</b>
<b>EXPENDITURES</b>						
Salaries	\$3,385,553	\$3,385,553	100.00%	\$3,390,308	\$2,975,353	113.95%
Employee Benefits	1,328,965	1,328,965	100.00%	400,537	1,203,862	33.27%
Purchased Services	32,633	32,633	100.00%	7,465	35,000	21.33%
Supplies	4,075,871	4,075,871	100.00%	5,710,978	4,323,785	132.08%
Property	114,647	114,647	100.00%	124,045	275,000	45.11%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	563,269	563,269	100.00%	395,759	1,171,000	33.80%
<b>TOTAL EXPENDITURES</b>	<b>\$9,500,938</b>	<b>\$9,500,938</b>	<b>100.00%</b>	<b>\$10,029,093</b>	<b>\$9,983,999</b>	<b>100.45%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$1,075,421)</b>	<b>(\$1,075,421)</b>		<b>\$3,293,023</b>	<b>\$958,553</b>	
<b>ENDING FUND BALANCE</b>	<b>\$811,837</b>			<b>\$4,104,860</b>		



# Other 60 Funds | Financial Summary

For the Period Ending June 30, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$3,226,107	\$3,226,107	100.00%	\$1,329,183	\$1,123,460	118.31%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	114,499	114,499	100.00%	71,521	53,106	134.68%
Other Financing Sources/Income Items	141,646	141,646	100.00%	108,392	108,392	100.00%
<b>TOTAL REVENUE</b>	<b>\$3,482,253</b>	<b>\$3,482,253</b>	<b>100.00%</b>	<b>\$1,509,096</b>	<b>\$1,284,958</b>	<b>117.44%</b>
<b>EXPENDITURES</b>						
Salaries	\$2,425,027	\$2,425,027	100.00%	\$1,088,700	\$952,570	114.29%
Employee Benefits	464,183	464,183	100.00%	54,515	246,727	22.10%
Purchased Services	27,400	27,400	100.00%	23,627	19,505	121.13%
Supplies	157,428	157,428	100.00%	103,043	88,950	115.84%
Property	1,747	1,747	100.00%	1,747	1,800	97.04%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	6,058	6,058	100.00%	6,041	6,670	90.57%
<b>TOTAL EXPENDITURES</b>	<b>\$3,081,842</b>	<b>\$3,081,842</b>	<b>100.00%</b>	<b>\$1,277,673</b>	<b>\$1,316,222</b>	<b>97.07%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$400,411</b>	<b>\$400,411</b>		<b>\$231,423</b>	<b>(\$31,264)</b>	
<b>ENDING FUND BALANCE</b>	<b>(\$435,888)</b>			<b>(\$204,464)</b>		



**CONSENT AGENDA**

**BA-23-003/03 Budget Summary Report – July 2022 (Karla Hogan)**

Exhibit: BA-23-003/03.1-9

**Action Item**

**Pertinent Fact(s):**

The Budget Summary Report is provided as required by Board Regulation 703.2.

**Recommendation:**

It is recommended that the Board of Education approve the Budget Summary Report for the month ended July 31, 2022.

# Statement of Revenues, Expenditures, Other Financing Sources (Uses) And Changes In Fund Balance

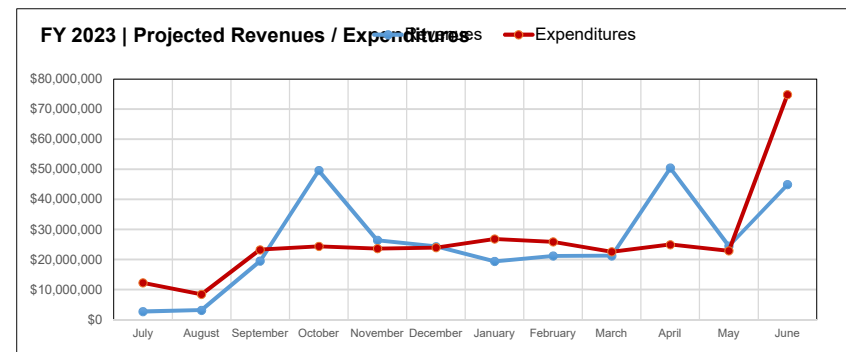
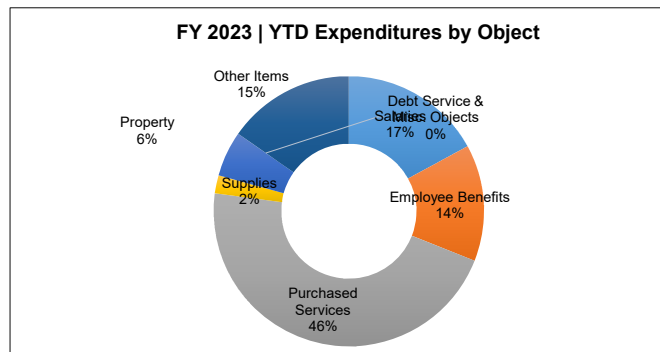
For the Period Ending July 31, 2022

All Funds Summary Breakdown

(With Comparative Totals For the Period Ended July, 2021)

	All Funds FY2022	All Funds FY2023	% Incr/(Decr)
<b>REVENUES</b>			
Local	\$342,183	\$493,738	44.29%
Intermediate	\$0	\$0	
State	\$0	\$65,566	
Federal	\$453,872	\$627,044	38.15%
Other Financing Sources/Income Items	\$1,519,707	\$1,529,557	0.65%
<b>TOTAL REVENUE</b>	<b>\$2,315,762</b>	<b>\$2,715,905</b>	<b>17.28%</b>
<b>EXPENDITURES</b>			
Salaries	\$1,690,481	\$2,079,518	23.01%
Employee Benefits	\$3,709,831	\$1,706,143	(54.01%)
Purchased Services	\$3,426,193	\$5,640,715	64.64%
Supplies	\$211,500	\$262,484	24.11%
Property	\$136,608	\$667,032	388.28%
Debt Service & Misc. Objects	\$0	\$0	
Other Items	\$1,844,255	\$1,867,710	1.27%
<b>TOTAL EXPENDITURES</b>	<b>\$11,018,868</b>	<b>\$12,223,602</b>	<b>10.93%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$8,703,106)</b>	<b>(\$9,507,697)</b>	<b>9.24%</b>
<b>FUND BALANCE</b>			
Beginning of Period			
End of Period			

General Fund	Activity Fund	Management Fund	Sales Tax Fund	PPEL	Debt Service	School Nutrition	Other 60 Funds
\$315,225	\$48,377	\$7,691	\$12,995	\$12,673	\$95,006	\$1,771	\$0
0	0	0	0	0	0	0	0
65,566	0	0	0	0	0	0	0
334,457	0	0	0	0	292,587	0	0
5,890	0	0	32,995	0	1,490,672	0	0
<b>\$721,139</b>	<b>\$48,377</b>	<b>\$7,691</b>	<b>\$45,990</b>	<b>\$12,673</b>	<b>\$1,878,265</b>	<b>\$1,771</b>	<b>\$0</b>
\$2,058,095	\$370	\$0	\$0	\$0	\$0	\$21,053	\$0
1,089,634	38	611,371	0	0	0	5,100	0
413,779	1,340	4,712,288	58,283	449,608	0	5,345	73
248,544	10,339	0	166	0	0	3,435	0
52,110	1,558	0	0	613,365	0	0	0
0	0	0	0	0	0	0	0
45,480	0	5,890	1,490,672	0	325,668	0	0
<b>\$3,907,642</b>	<b>\$13,643</b>	<b>\$5,329,548</b>	<b>\$1,549,122</b>	<b>\$1,062,973</b>	<b>\$325,668</b>	<b>\$34,933</b>	<b>\$73</b>
<b>(\$3,186,503)</b>	<b>\$34,733</b>	<b>(\$5,321,857)</b>	<b>(\$1,503,131)</b>	<b>(\$1,050,300)</b>	<b>\$1,552,598</b>	<b>(\$33,163)</b>	<b>(\$73)</b>
\$39,573,547	\$2,192,618	\$9,506,985	\$19,030,564	\$11,479,475	\$13,283,028	\$4,104,860	(\$204,464)
<b>\$36,387,044</b>	<b>\$2,227,351</b>	<b>\$4,185,128</b>	<b>\$17,527,432</b>	<b>\$10,429,175</b>	<b>\$14,835,626</b>	<b>\$4,071,698</b>	<b>(\$204,537)</b>

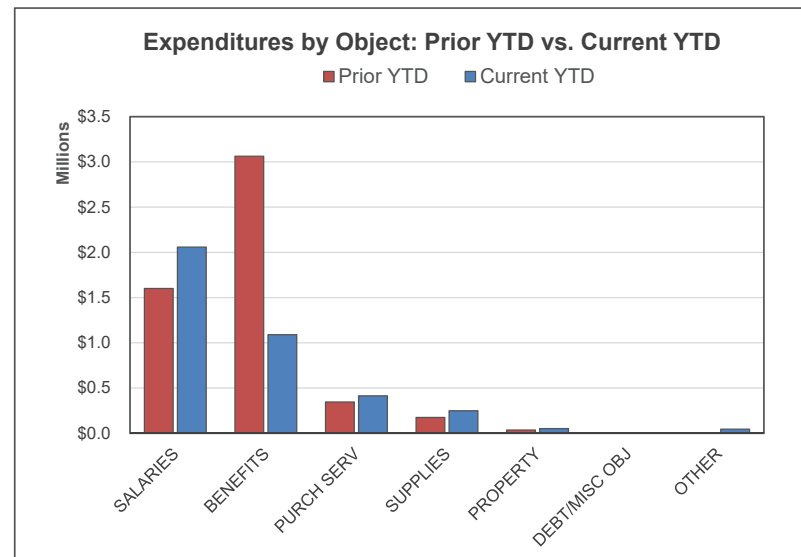
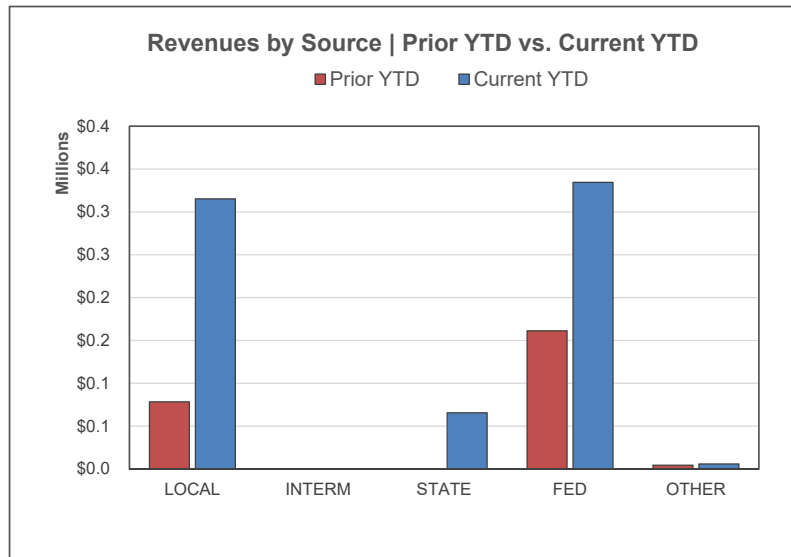




# General Fund | Financial Summary

For the Period Ending July 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$78,334	\$85,609,089	0.09%	\$315,225	\$85,609,093	0.37%
Intermediate	0	0		0	0	
State	0	119,648,356	0.00%	65,566	119,648,356	0.05%
Federal	161,285	27,455,993	0.59%	334,457	27,455,997	1.22%
Other Financing Sources/Income Items	4,397	2,335,385	0.19%	5,890	2,335,384	0.25%
<b>TOTAL REVENUE</b>	<b>\$244,016</b>	<b>\$235,048,823</b>	<b>0.10%</b>	<b>\$721,139</b>	<b>\$235,048,830</b>	<b>0.31%</b>
<b>EXPENDITURES</b>						
Salaries	\$1,600,542	\$143,241,951	1.12%	\$2,058,095	\$143,241,995	1.44%
Employee Benefits	3,062,628	37,074,677	8.26%	1,089,634	37,074,708	2.94%
Purchased Services	345,632	25,845,599	1.34%	413,779	25,845,612	1.60%
Supplies	174,895	10,607,313	1.65%	248,544	10,607,318	2.34%
Property	35,960	3,623,137	0.99%	52,110	3,623,145	1.44%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	1,830	8,647,971	0.02%	45,480	8,647,979	0.53%
<b>TOTAL EXPENDITURES</b>	<b>\$5,221,488</b>	<b>\$229,040,649</b>	<b>2.28%</b>	<b>\$3,907,642</b>	<b>\$229,040,757</b>	<b>1.71%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$4,977,472)</b>	<b>\$6,008,174</b>		<b>(\$3,186,503)</b>	<b>\$6,008,073</b>	
<b>ENDING FUND BALANCE</b>	<b>\$28,587,901</b>			<b>\$36,387,044</b>		

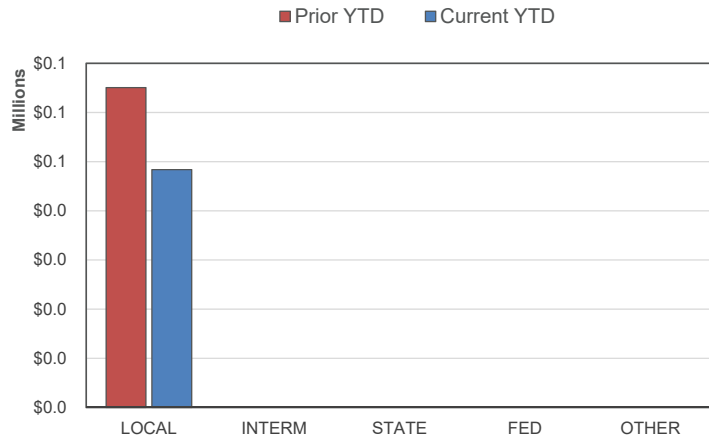


# Activity Fund | Financial Summary

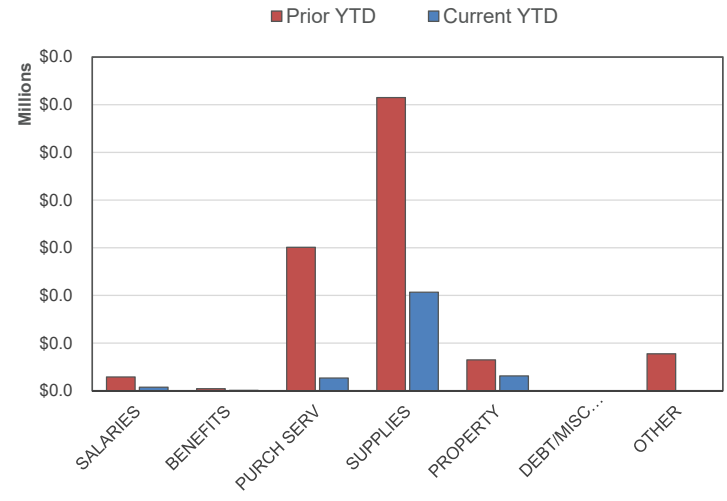
For the Period Ending July 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$65,065	\$2,093,452	3.11%	\$48,377	\$2,093,459	2.31%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	358,932	0.00%	0	358,938	0.00%
<b>TOTAL REVENUE</b>	<b>\$65,065</b>	<b>\$2,452,384</b>	<b>2.65%</b>	<b>\$48,377</b>	<b>\$2,452,397</b>	<b>1.97%</b>
<b>EXPENDITURES</b>						
Salaries	\$1,448	\$28,659	5.05%	\$370	\$28,660	1.29%
Employee Benefits	218	3,879	5.61%	38	3,881	0.97%
Purchased Services	15,047	472,631	3.18%	1,340	472,638	0.28%
Supplies	30,751	1,302,033	2.36%	10,339	1,302,038	0.79%
Property	3,240	105,199	3.08%	1,558	105,198	1.48%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	3,880	98,982	3.92%	0	98,985	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$54,584</b>	<b>\$2,011,382</b>	<b>2.71%</b>	<b>\$13,643</b>	<b>\$2,011,400</b>	<b>0.68%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$10,481</b>	<b>\$441,002</b>		<b>\$34,733</b>	<b>\$440,997</b>	
<b>ENDING FUND BALANCE</b>	<b>\$1,762,097</b>			<b>\$2,227,351</b>		

Revenues by Source | Prior YTD vs. Current YTD



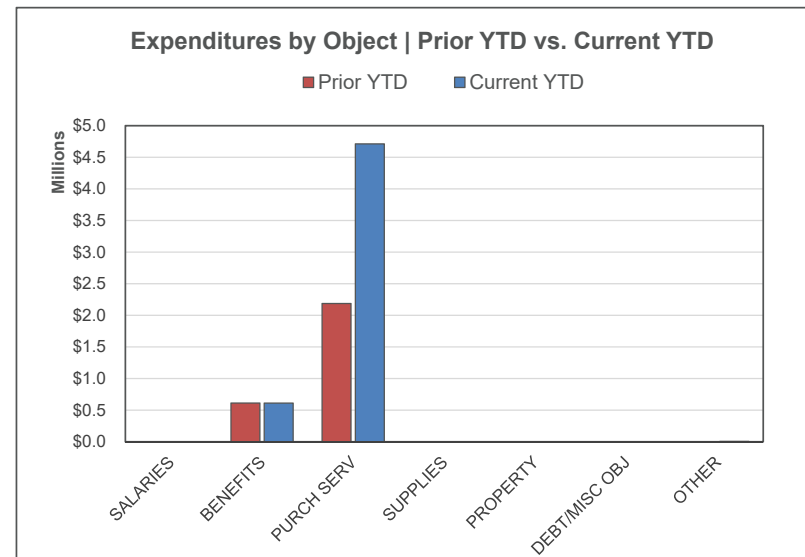
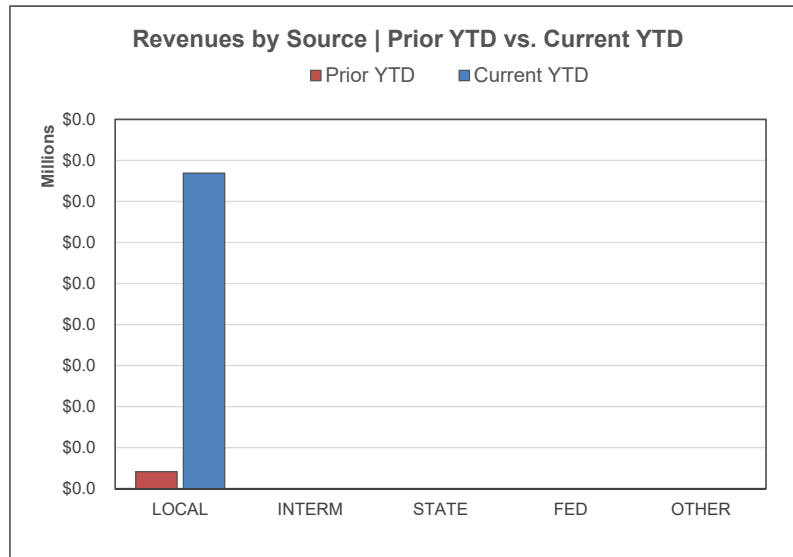
Expenditures by Object | Prior YTD vs. Current YTD



# Management Fund | Financial Summary

For the Period Ending July 31, 2022

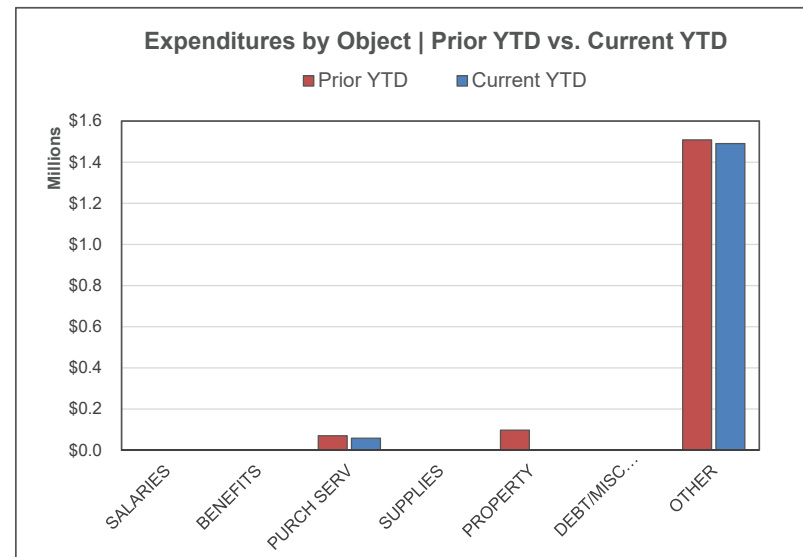
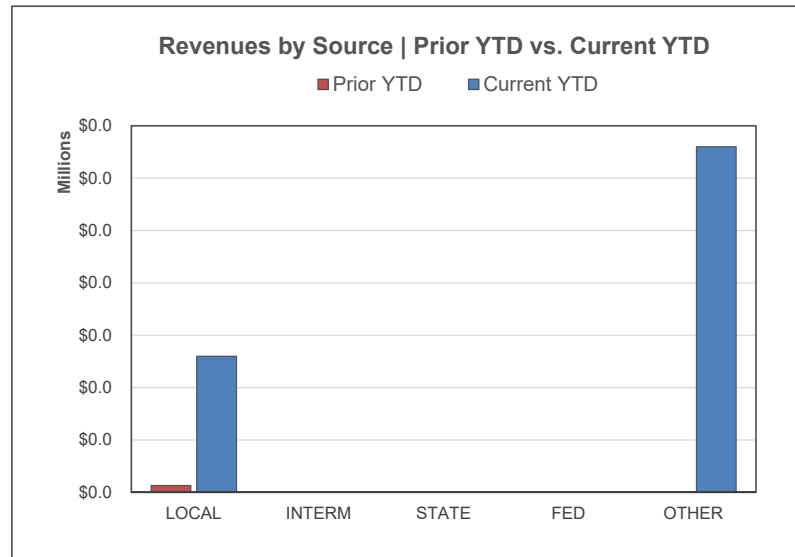
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$415	\$8,532,924	0.00%	\$7,691	\$8,532,924	0.09%
Intermediate	0	0		0	0	
State	0	244,053	0.00%	0	244,053	0.00%
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	0		0	0	
<b>TOTAL REVENUE</b>	<b>\$415</b>	<b>\$8,776,977</b>	<b>0.00%</b>	<b>\$7,691</b>	<b>\$8,776,977</b>	<b>0.09%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$58,192	0.00%	\$0	\$58,193	0.00%
Employee Benefits	612,554	3,729,993	16.42%	611,371	3,729,994	16.39%
Purchased Services	2,186,898	2,998,358	72.94%	4,712,288	2,998,357	157.16%
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	0	320,282	0.00%	5,890	320,282	1.84%
<b>TOTAL EXPENDITURES</b>	<b>\$2,799,452</b>	<b>\$7,106,825</b>	<b>39.39%</b>	<b>\$5,329,548</b>	<b>\$7,106,826</b>	<b>74.99%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$2,799,037)</b>	<b>\$1,670,152</b>		<b>(\$5,321,857)</b>	<b>\$1,670,151</b>	
<b>ENDING FUND BALANCE</b>	<b>\$5,037,796</b>			<b>\$4,185,128</b>		



# Sales Tax Fund | Financial Summary

For the Period Ending July 31, 2022

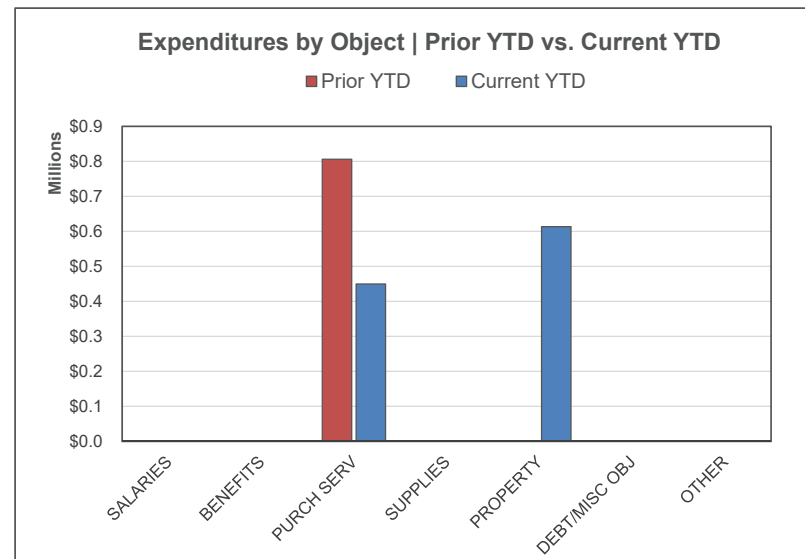
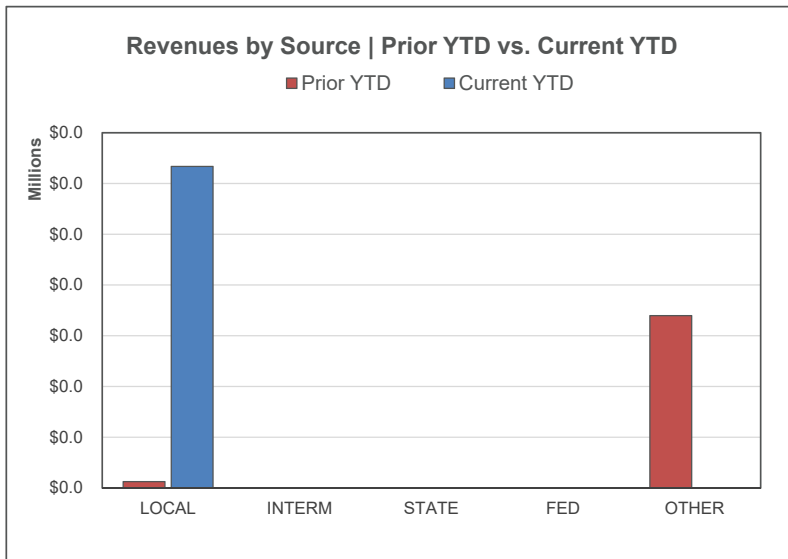
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$652	\$240,411	0.27%	\$12,995	\$240,411	5.41%
Intermediate	0	0		0	0	
State	0	19,639,982	0.00%	0	19,639,982	0.00%
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	1,345,126	0.00%	32,995	1,345,126	2.45%
<b>TOTAL REVENUE</b>	<b>\$652</b>	<b>\$21,225,519</b>	<b>0.00%</b>	<b>\$45,990</b>	<b>\$21,225,519</b>	<b>0.22%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	70,173	23,180,205	0.30%	58,283	23,180,206	0.25%
Supplies	0	9,166	0.00%	166	9,166	1.81%
Property	97,408	2,344,229	4.16%	0	2,344,229	0.00%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	1,508,517	12,944,367	11.65%	1,490,672	12,944,366	11.52%
<b>TOTAL EXPENDITURES</b>	<b>\$1,676,098</b>	<b>\$38,477,966</b>	<b>4.36%</b>	<b>\$1,549,122</b>	<b>\$38,477,967</b>	<b>4.03%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$1,675,446)</b>	<b>(\$17,252,447)</b>		<b>(\$1,503,131)</b>	<b>(\$17,252,448)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$34,607,565</b>			<b>\$17,527,432</b>		



# PPEL | Financial Summary

For the Period Ending July 31, 2022

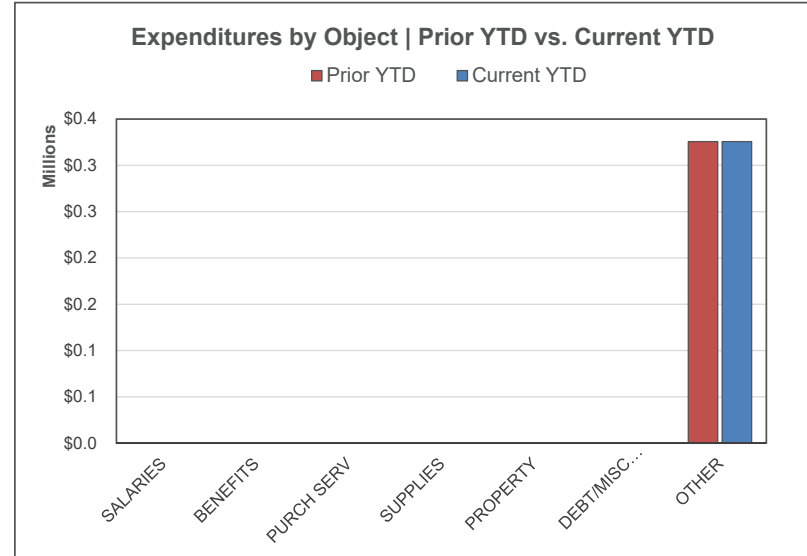
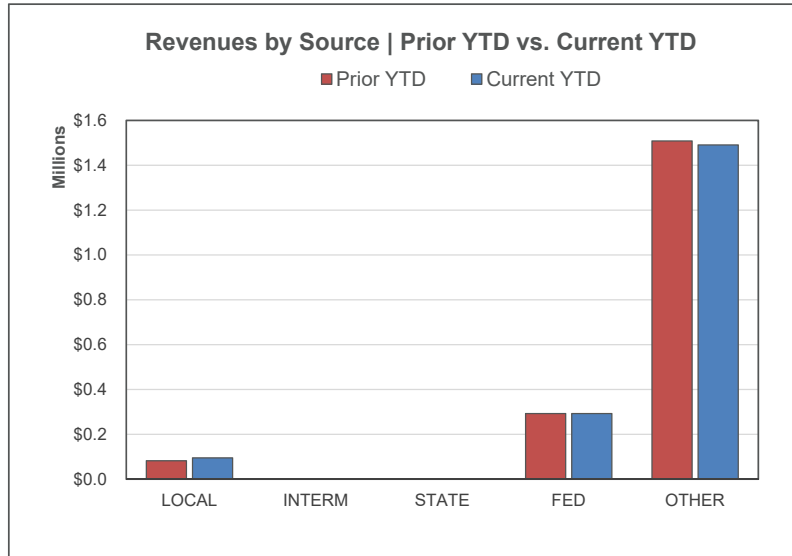
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$251	\$10,878,101	0.00%	\$12,673	\$10,878,101	0.12%
Intermediate	0	0		0	0	
State	0	281,847	0.00%	0	281,847	0.00%
Federal	0	0		0	0	
Other Financing Sources/Income Items	6,793	1,718,059	0.40%	0	1,718,059	0.00%
<b>TOTAL REVENUE</b>	<b>\$7,044</b>	<b>\$12,878,007</b>	<b>0.05%</b>	<b>\$12,673</b>	<b>\$12,878,007</b>	<b>0.10%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	806,175	13,919,320	5.79%	449,608	13,919,319	3.23%
Supplies	0	15,510	0.00%	0	15,510	0.00%
Property	0	292,000	0.00%	613,365	292,000	210.06%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	359	1,257,592	0.03%	0	1,257,596	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$806,533</b>	<b>\$15,484,422</b>	<b>5.21%</b>	<b>\$1,062,973</b>	<b>\$15,484,425</b>	<b>6.86%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$799,489)</b>	<b>(\$2,606,415)</b>		<b>(\$1,050,300)</b>	<b>(\$2,606,418)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$13,286,401</b>			<b>\$10,429,175</b>		



# Debt Service | Financial Summary

For the Period Ending July 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$81,976	\$176,990	46.32%	\$95,006	\$176,990	53.68%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	292,587	585,174	50.00%	292,587	585,174	50.00%
Other Financing Sources/Income Items	1,508,517	11,936,105	12.64%	1,490,672	11,936,105	12.49%
<b>TOTAL REVENUE</b>	<b>\$1,883,080</b>	<b>\$12,698,268</b>	<b>14.83%</b>	<b>\$1,878,265</b>	<b>\$12,698,269</b>	<b>14.79%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	0	0		0	0	
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	325,668	12,022,027	2.71%	325,668	12,022,026	2.71%
<b>TOTAL EXPENDITURES</b>	<b>\$325,668</b>	<b>\$12,022,027</b>	<b>2.71%</b>	<b>\$325,668</b>	<b>\$12,022,026</b>	<b>2.71%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$1,557,412</b>	<b>\$676,241</b>		<b>\$1,552,598</b>	<b>\$676,243</b>	
<b>ENDING FUND BALANCE</b>	<b>\$14,164,199</b>			<b>\$14,835,626</b>		

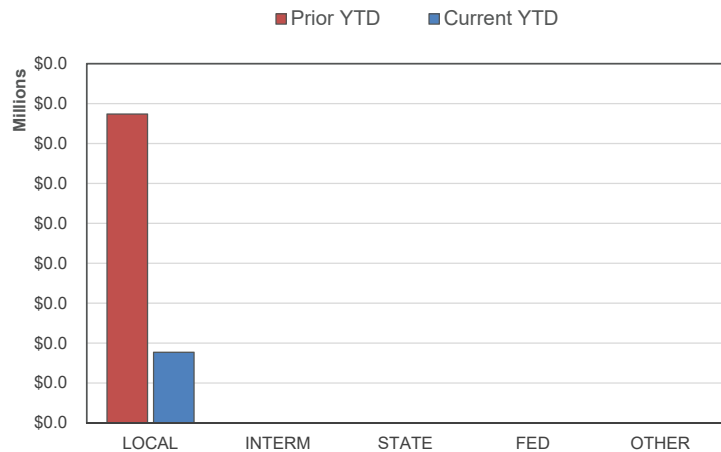


# School Nutrition | Financial Summary

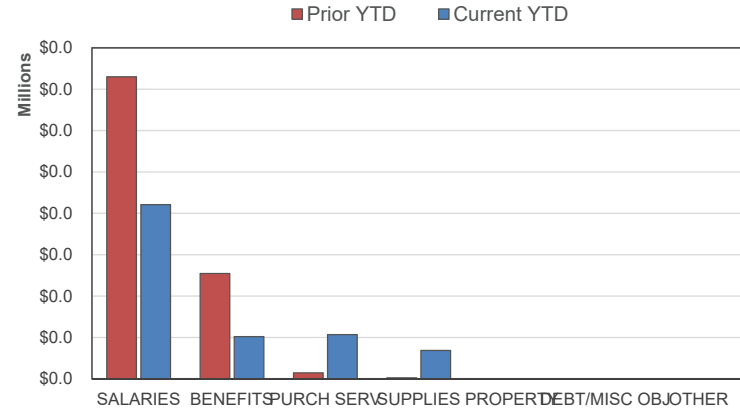
For the Period Ending July 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$7,737	\$401,223	1.93%	\$1,771	\$401,225	0.44%
Intermediate	0	0		0	0	
State	0	45,315	0.00%	0	45,311	0.00%
Federal	0	12,647,344	0.00%	0	12,647,348	0.00%
Other Financing Sources/Income Items	0	228,233	0.00%	0	228,233	0.00%
<b>TOTAL REVENUE</b>	<b>\$7,737</b>	<b>\$13,322,116</b>	<b>0.06%</b>	<b>\$1,771</b>	<b>\$13,322,117</b>	<b>0.01%</b>
<b>EXPENDITURES</b>						
Salaries	\$36,499	\$3,390,308	1.08%	\$21,053	\$3,390,308	0.62%
Employee Benefits	12,731	400,537	3.18%	5,100	400,528	1.27%
Purchased Services	726	7,465	9.72%	5,345	7,465	71.59%
Supplies	121	5,710,978	0.00%	3,435	5,710,979	0.06%
Property	0	124,045	0.00%	0	124,045	0.00%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	0	395,759	0.00%	0	395,758	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$50,075</b>	<b>\$10,029,093</b>	<b>0.50%</b>	<b>\$34,933</b>	<b>\$10,029,083</b>	<b>0.35%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$42,338)</b>	<b>\$3,293,023</b>		<b>(\$33,163)</b>	<b>\$3,293,034</b>	
<b>ENDING FUND BALANCE</b>	<b>\$769,499</b>			<b>\$4,071,698</b>		

Revenues by Source | Prior YTD vs. Current YTD



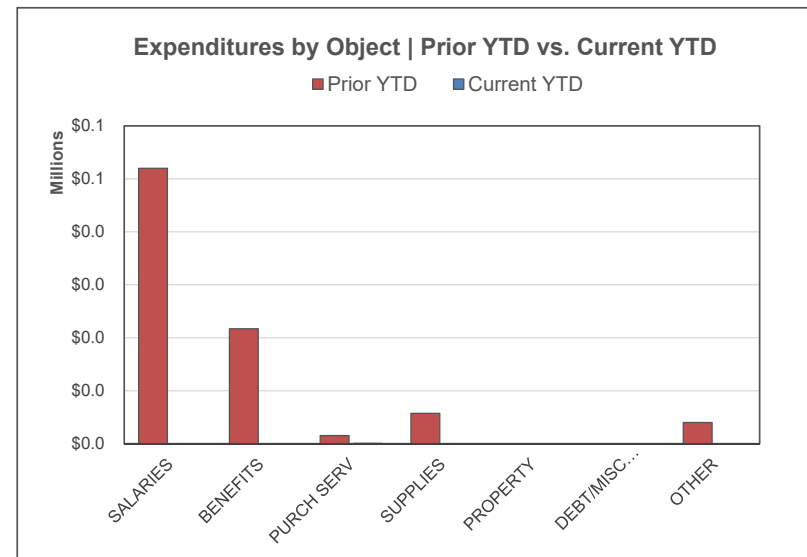
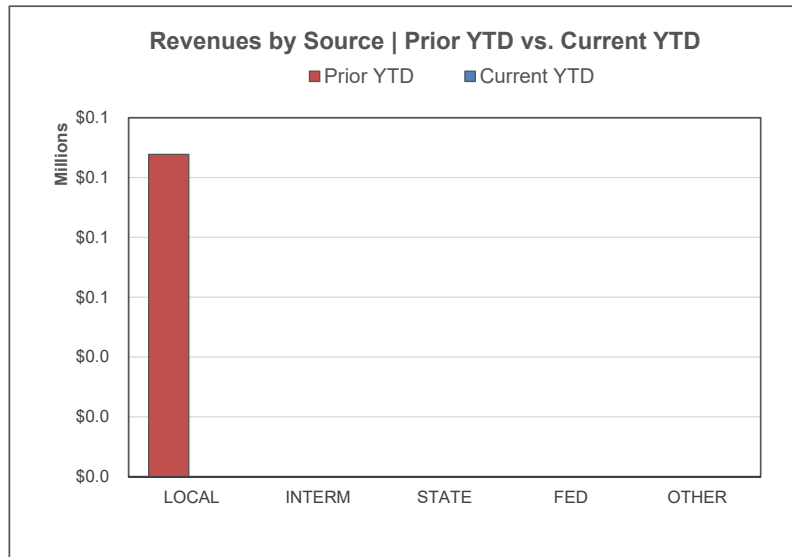
Expenditures by Object | Prior YTD vs. Current YTD



# Other 60 Funds | Financial Summary

For the Period Ending July 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$107,753	\$1,329,183	8.11%	\$0	\$1,329,184	0.00%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	0	71,521	0.00%	0	71,524	0.00%
Other Financing Sources/Income Items	0	108,392	0.00%	0	108,392	0.00%
<b>TOTAL REVENUE</b>	<b>\$107,753</b>	<b>\$1,509,096</b>	<b>7.14%</b>	<b>\$0</b>	<b>\$1,509,100</b>	<b>0.00%</b>
<b>EXPENDITURES</b>						
Salaries	\$51,993	\$1,088,700	4.78%	\$0	\$1,088,700	0.00%
Employee Benefits	21,701	54,515	39.81%	0	54,518	0.00%
Purchased Services	1,542	23,627	6.53%	73	23,625	0.31%
Supplies	5,732	103,043	5.56%	0	103,043	0.00%
Property	0	1,747	0.00%	0	1,747	0.00%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	4,002	6,041	66.24%	0	6,042	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$84,970</b>	<b>\$1,277,673</b>	<b>6.65%</b>	<b>\$73</b>	<b>\$1,277,675</b>	<b>0.01%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$22,783</b>	<b>\$231,423</b>		<b>(\$73)</b>	<b>\$231,425</b>	
<b>ENDING FUND BALANCE</b>	<b>(\$413,105)</b>			<b>(\$204,537)</b>		





**CONSENT AGENDA**

**BA-23-003/04 Budget Summary Report – August 2022 (Karla Hogan)**

Exhibit: BA-23-003/04.1-9

**Action Item**

**Pertinent Fact(s):**

The Budget Summary Report is provided as required by Board Regulation 703.2.

**Recommendation:**

It is recommended that the Board of Education approve the Budget Summary Report for the month ended August 31, 2022.

# Statement of Revenues, Expenditures, Other Financing Sources (Uses) And Changes In Fund Balance

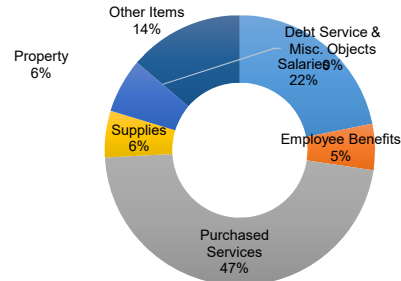
For the Period Ending August 31, 2022

All Funds Summary Breakdown

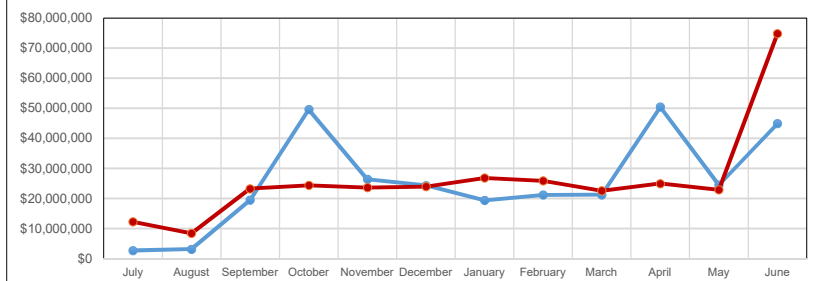
(With Comparative Totals For the Period Ended July, 2021 - August, 2021)

	All Funds FY2022	All Funds FY2023	% Incr/(Decr)	Management Fund									
				General Fund	Activity Fund	Sales Tax Fund	PPEL	Debt Service	School Nutrition	Other 60 Funds			
<b>REVENUES</b>													
Local	\$753,288	\$774,800	2.86%	\$397,047	\$224,404	\$16,557	\$1,836	\$26,843	\$102,257	\$5,855	\$0		
Intermediate	\$0	\$0		0	0	0	0	0	0	0	0		
State	\$1,196,975	\$1,562,302	30.52%	65,566	0	0	1,496,736	0	0	0	0		
Federal	\$1,799,703	\$1,049,769	(41.67%)	391,829	0	0	0	0	292,587	365,353	0		
Other Financing Sources/Income Items	\$2,729,065	\$2,465,518	(9.66%)	12,644	0	0	39,947	0	2,412,927	0	0		
<b>TOTAL REVENUE</b>	<b>\$6,479,031</b>	<b>\$5,852,388</b>	<b>(9.67%)</b>	<b>\$867,086</b>	<b>\$224,404</b>	<b>\$16,557</b>	<b>\$1,538,519</b>	<b>\$26,843</b>	<b>\$2,807,771</b>	<b>\$371,209</b>	<b>\$0</b>		
<b>EXPENDITURES</b>													
Salaries	\$4,167,741	\$4,506,543	8.13%	\$4,425,409	\$670	\$0	\$0	\$0	\$0	\$80,464	\$0		
Employee Benefits	\$4,337,497	\$1,136,813	(73.79%)	2,297,324	82	(1,177,349)	0	0	0	16,755	0		
Purchased Services	\$6,854,213	\$9,633,971	40.56%	1,928,414	22,772	4,723,025	113,249	2,840,329	0	6,109	73		
Supplies	\$1,128,585	\$1,155,141	2.35%	1,020,020	76,331	0	176	0	0	58,614	0		
Property	\$960,404	\$1,339,380	39.46%	577,567	5,320	0	90,216	656,738	0	9,540	0		
Debt Service & Misc. Objects	\$0	\$0		0	0	0	0	0	0	0	0		
Other Items	\$3,085,067	\$2,839,923	(7.95%)	75,342	4,998	16,094	2,412,927	4,851	325,668	44	0		
<b>TOTAL EXPENDITURES</b>	<b>\$20,533,508</b>	<b>\$20,611,769</b>	<b>0.38%</b>	<b>\$10,324,076</b>	<b>\$110,173</b>	<b>\$3,561,770</b>	<b>\$2,616,567</b>	<b>\$3,501,918</b>	<b>\$325,668</b>	<b>\$171,526</b>	<b>\$73</b>		
<b>SURPLUS / (DEFICIT)</b>	<b>(\$14,054,477)</b>	<b>(\$14,759,381)</b>	<b>5.02%</b>	<b>(\$9,456,990)</b>	<b>\$114,231</b>	<b>(\$3,545,213)</b>	<b>(\$1,078,048)</b>	<b>(\$3,475,075)</b>	<b>\$2,482,103</b>	<b>\$199,683</b>	<b>(\$73)</b>		
<b>FUND BALANCE</b>													
Beginning of Period				\$39,573,547	\$2,192,618	\$9,506,985	\$19,030,564	\$11,479,475	\$13,283,028	\$4,104,860	(\$204,464)		
End of Period				<b>\$30,116,557</b>	<b>\$2,306,849</b>	<b>\$5,961,772</b>	<b>\$17,952,516</b>	<b>\$8,004,400</b>	<b>\$15,765,131</b>	<b>\$4,304,543</b>	<b>(\$204,537)</b>		

FY 2023 | YTD Expenditures by Object



FY 2023 | Projected Revenues / Expenditures

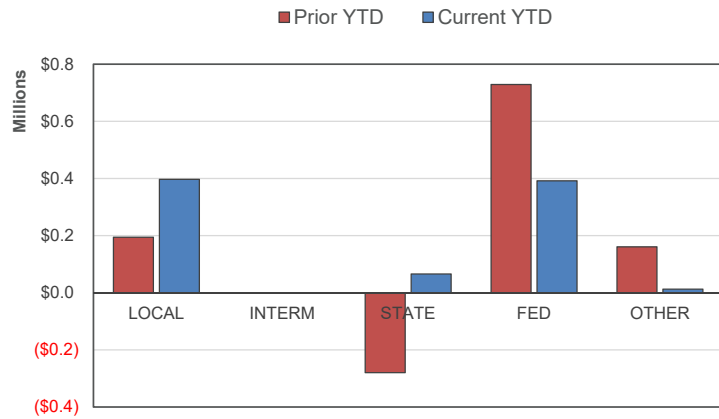


# General Fund | Financial Summary

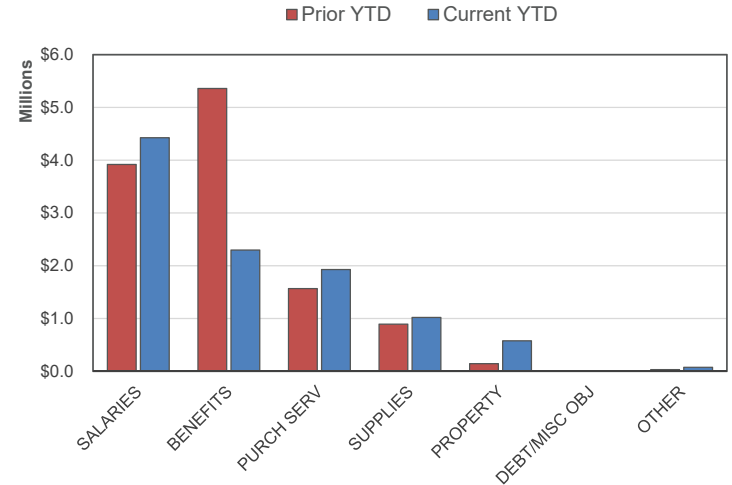
For the Period Ending August 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$194,312	\$85,609,089	0.23%	\$397,047	\$85,609,093	0.46%
Intermediate	0	0		0	0	
State	(279,761)	119,648,356	(0.23%)	65,566	119,648,356	0.05%
Federal	728,922	27,455,993	2.65%	391,829	27,455,997	1.43%
Other Financing Sources/Income Items	160,755	2,335,385	6.88%	12,644	2,335,384	0.54%
<b>TOTAL REVENUE</b>	<b>\$804,228</b>	<b>\$235,048,823</b>	<b>0.34%</b>	<b>\$867,086</b>	<b>\$235,048,830</b>	<b>0.37%</b>
<b>EXPENDITURES</b>						
Salaries	\$3,919,544	\$143,241,951	2.74%	\$4,425,409	\$143,241,995	3.09%
Employee Benefits	5,359,713	37,074,677	14.46%	2,297,324	37,074,708	6.20%
Purchased Services	1,567,475	25,845,599	6.06%	1,928,414	25,845,612	7.46%
Supplies	893,129	10,607,313	8.42%	1,020,020	10,607,318	9.62%
Property	144,587	3,623,137	3.99%	577,567	3,623,145	15.94%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	31,397	8,647,971	0.36%	75,342	8,647,979	0.87%
<b>TOTAL EXPENDITURES</b>	<b>\$11,915,845</b>	<b>\$229,040,649</b>	<b>5.20%</b>	<b>\$10,324,076</b>	<b>\$229,040,757</b>	<b>4.51%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$11,111,617)</b>	<b>\$6,008,174</b>		<b>(\$9,456,990)</b>	<b>\$6,008,073</b>	
<b>ENDING FUND BALANCE</b>	<b>\$22,453,756</b>			<b>\$30,116,557</b>		

Revenues by Source | Prior YTD vs. Current YTD



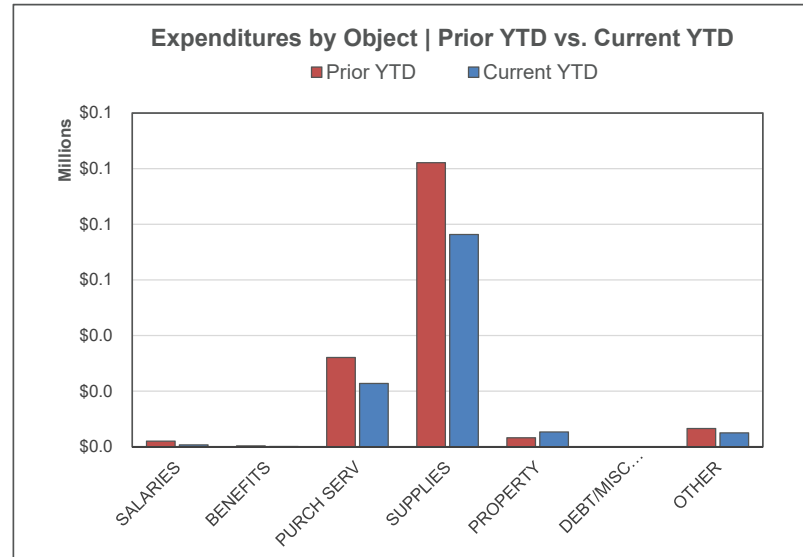
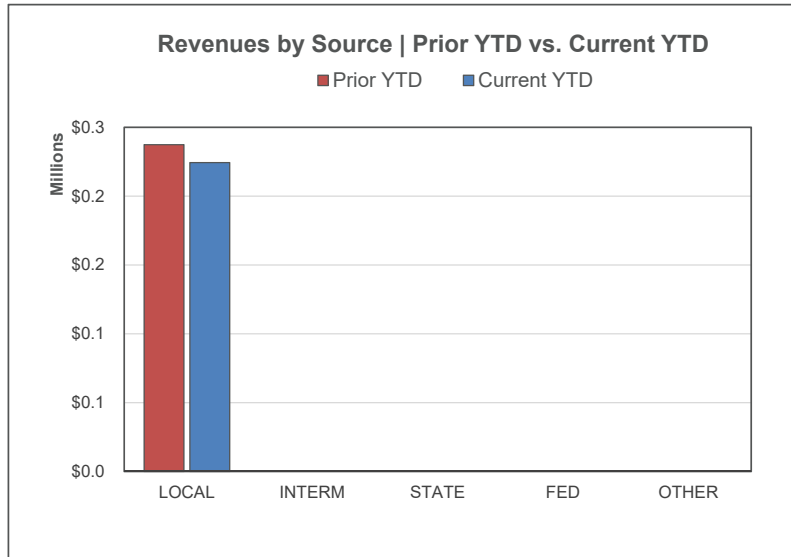
Expenditures by Object: Prior YTD vs. Current YTD



# Activity Fund | Financial Summary

For the Period Ending August 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$237,380	\$2,093,452	11.34%	\$224,404	\$2,093,459	10.72%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	358,932	0.00%	0	358,938	0.00%
<b>TOTAL REVENUE</b>	<b>\$237,380</b>	<b>\$2,452,384</b>	<b>9.68%</b>	<b>\$224,404</b>	<b>\$2,452,397</b>	<b>9.15%</b>
<b>EXPENDITURES</b>						
Salaries	\$2,023	\$28,659	7.06%	\$670	\$28,660	2.34%
Employee Benefits	301	3,879	7.75%	82	3,881	2.11%
Purchased Services	32,103	472,631	6.79%	22,772	472,638	4.82%
Supplies	102,158	1,302,033	7.85%	76,331	1,302,038	5.86%
Property	3,240	105,199	3.08%	5,320	105,198	5.06%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	6,578	98,982	6.65%	4,998	98,985	5.05%
<b>TOTAL EXPENDITURES</b>	<b>\$146,402</b>	<b>\$2,011,382</b>	<b>7.28%</b>	<b>\$110,173</b>	<b>\$2,011,400</b>	<b>5.48%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$90,979</b>	<b>\$441,002</b>		<b>\$114,231</b>	<b>\$440,997</b>	
<b>ENDING FUND BALANCE</b>	<b>\$1,842,594</b>			<b>\$2,306,849</b>		

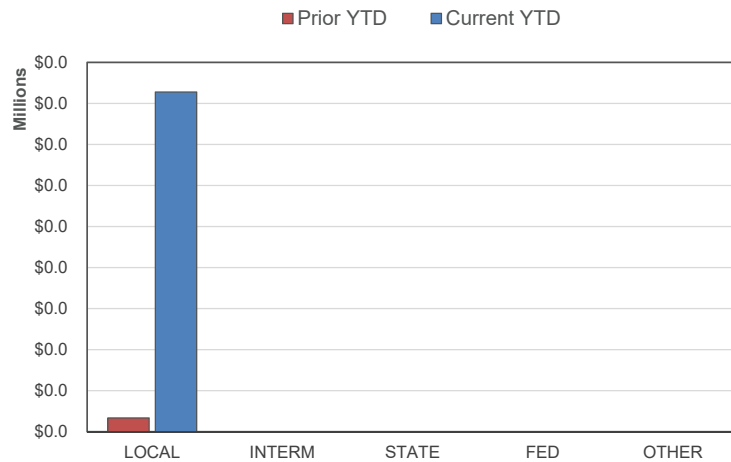


# Management Fund | Financial Summary

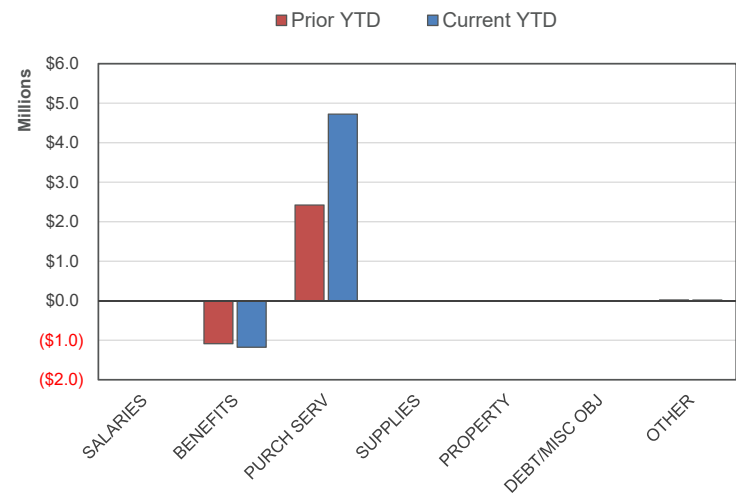
For the Period Ending August 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$669	\$8,532,924	0.01%	\$16,557	\$8,532,924	0.19%
Intermediate	0	0		0	0	
State	0	244,053	0.00%	0	244,053	0.00%
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	0		0	0	
<b>TOTAL REVENUE</b>	<b>\$669</b>	<b>\$8,776,977</b>	<b>0.01%</b>	<b>\$16,557</b>	<b>\$8,776,977</b>	<b>0.19%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$58,192	0.00%	\$0	\$58,193	0.00%
Employee Benefits	(1,087,715)	3,729,993	(29.16%)	(1,177,349)	3,729,994	(31.56%)
Purchased Services	2,422,440	2,998,358	80.79%	4,723,025	2,998,357	157.52%
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	19,240	320,282	6.01%	16,094	320,282	5.02%
<b>TOTAL EXPENDITURES</b>	<b>\$1,353,965</b>	<b>\$7,106,825</b>	<b>19.05%</b>	<b>\$3,561,770</b>	<b>\$7,106,826</b>	<b>50.12%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(1,353,296)</b>	<b>\$1,670,152</b>		<b>(3,545,213)</b>	<b>\$1,670,151</b>	
<b>ENDING FUND BALANCE</b>	<b>\$6,483,537</b>			<b>\$5,961,772</b>		

Revenues by Source | Prior YTD vs. Current YTD



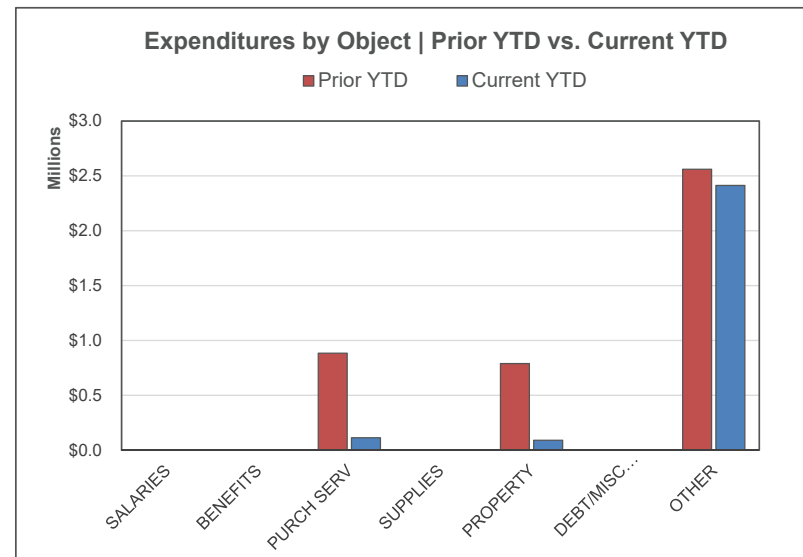
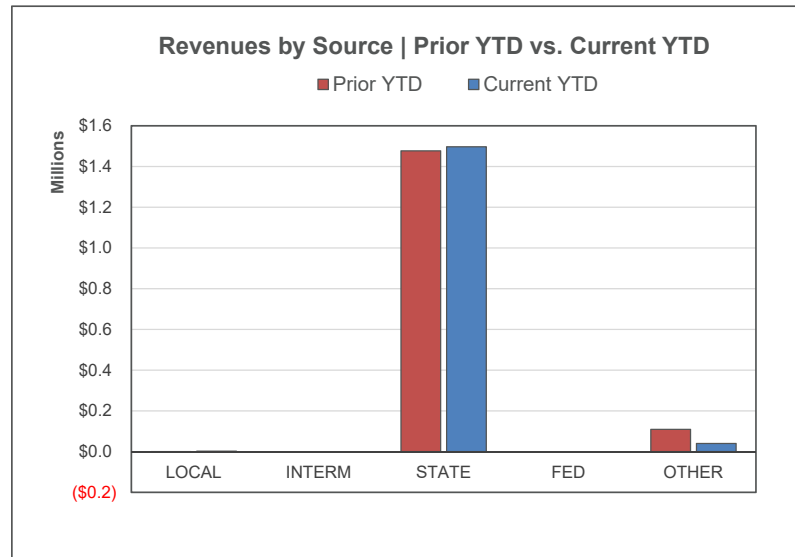
Expenditures by Object | Prior YTD vs. Current YTD



# Sales Tax Fund | Financial Summary

For the Period Ending August 31, 2022

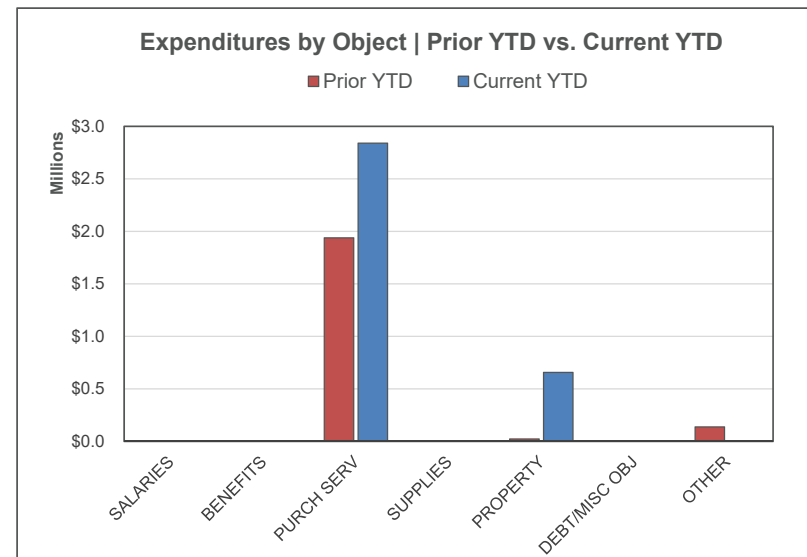
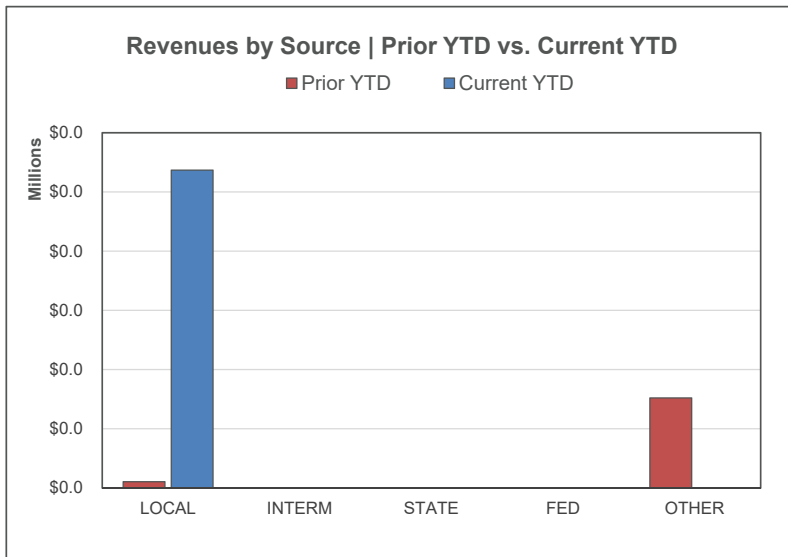
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	(\$3,324)	\$240,411	(1.38%)	\$1,836	\$240,411	0.76%
Intermediate	0	0		0	0	
State	1,476,737	19,639,982	7.52%	1,496,736	19,639,982	7.62%
Federal	0	0		0	0	
Other Financing Sources/Income Items	109,368	1,345,126	8.13%	39,947	1,345,126	2.97%
<b>TOTAL REVENUE</b>	<b>\$1,582,780</b>	<b>\$21,225,519</b>	<b>7.46%</b>	<b>\$1,538,519</b>	<b>\$21,225,519</b>	<b>7.25%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	883,943	23,180,205	3.81%	113,249	23,180,206	0.49%
Supplies	0	9,166	0.00%	176	9,166	1.92%
Property	789,242	2,344,229	33.67%	90,216	2,344,229	3.85%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	2,560,706	12,944,367	19.78%	2,412,927	12,944,366	18.64%
<b>TOTAL EXPENDITURES</b>	<b>\$4,233,891</b>	<b>\$38,477,966</b>	<b>11.00%</b>	<b>\$2,616,567</b>	<b>\$38,477,967</b>	<b>6.80%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$2,651,111)</b>	<b>(\$17,252,447)</b>		<b>(\$1,078,048)</b>	<b>(\$17,252,448)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$33,631,900</b>			<b>\$17,952,516</b>		



# PPEL | Financial Summary

For the Period Ending August 31, 2022

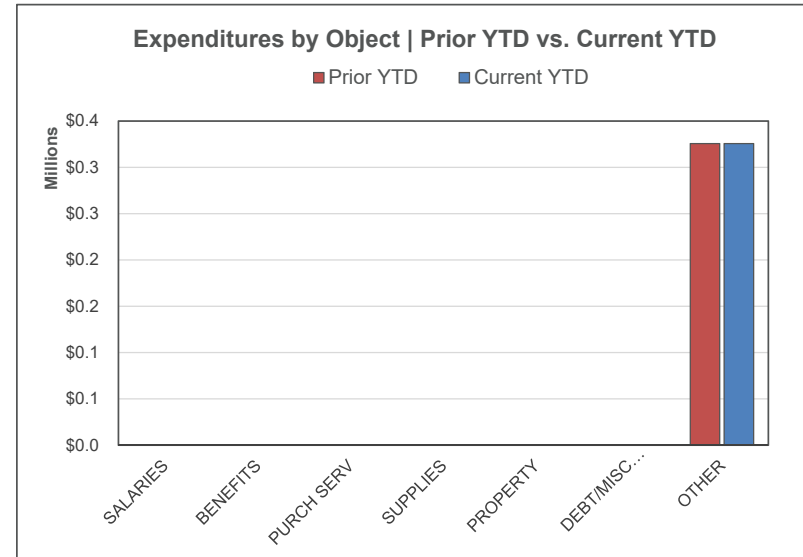
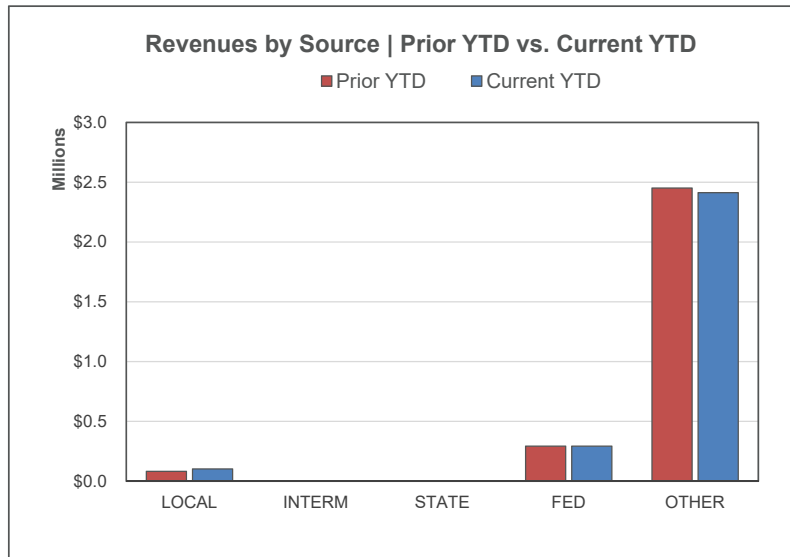
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$528	\$10,878,101	0.00%	\$26,843	\$10,878,101	0.25%
Intermediate	0	0		0	0	
State	0	281,847	0.00%	0	281,847	0.00%
Federal	0	0		0	0	
Other Financing Sources/Income Items	7,603	1,718,059	0.44%	0	1,718,059	0.00%
<b>TOTAL REVENUE</b>	<b>\$8,130</b>	<b>\$12,878,007</b>	<b>0.06%</b>	<b>\$26,843</b>	<b>\$12,878,007</b>	<b>0.21%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	1,938,355	13,919,320	13.93%	2,840,329	13,919,319	20.41%
Supplies	0	15,510	0.00%	0	15,510	0.00%
Property	23,000	292,000	7.88%	656,738	292,000	224.91%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	137,476	1,257,592	10.93%	4,851	1,257,596	0.39%
<b>TOTAL EXPENDITURES</b>	<b>\$2,098,832</b>	<b>\$15,484,422</b>	<b>13.55%</b>	<b>\$3,501,918</b>	<b>\$15,484,425</b>	<b>22.62%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$2,090,702)</b>	<b>(\$2,606,415)</b>		<b>(\$3,475,075)</b>	<b>(\$2,606,418)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$11,995,189</b>			<b>\$8,004,400</b>		



# Debt Service | Financial Summary

For the Period Ending August 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$82,103	\$176,990	46.39%	\$102,257	\$176,990	57.78%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	292,587	585,174	50.00%	292,587	585,174	50.00%
Other Financing Sources/Income Items	2,451,339	11,936,105	20.54%	2,412,927	11,936,105	20.22%
<b>TOTAL REVENUE</b>	<b>\$2,826,029</b>	<b>\$12,698,268</b>	<b>22.26%</b>	<b>\$2,807,771</b>	<b>\$12,698,269</b>	<b>22.11%</b>
<b>EXPENDITURES</b>						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	0	0		0	0	
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	325,668	12,022,027	2.71%	325,668	12,022,026	2.71%
<b>TOTAL EXPENDITURES</b>	<b>\$325,668</b>	<b>\$12,022,027</b>	<b>2.71%</b>	<b>\$325,668</b>	<b>\$12,022,026</b>	<b>2.71%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$2,500,361</b>	<b>\$676,241</b>		<b>\$2,482,103</b>	<b>\$676,243</b>	
<b>ENDING FUND BALANCE</b>	<b>\$15,107,148</b>			<b>\$15,765,131</b>		



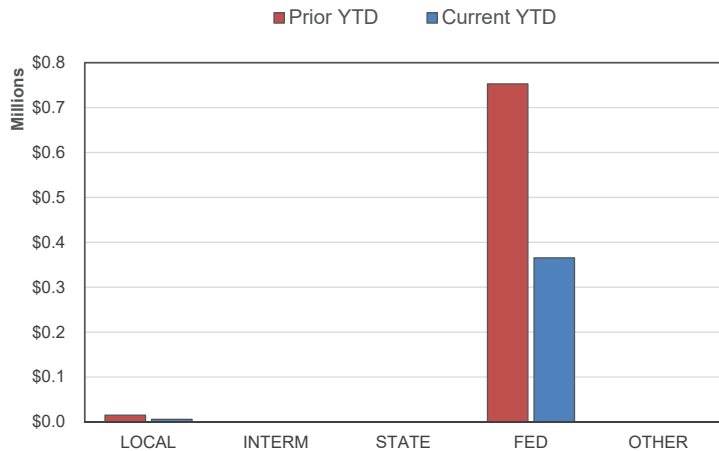


# School Nutrition | Financial Summary

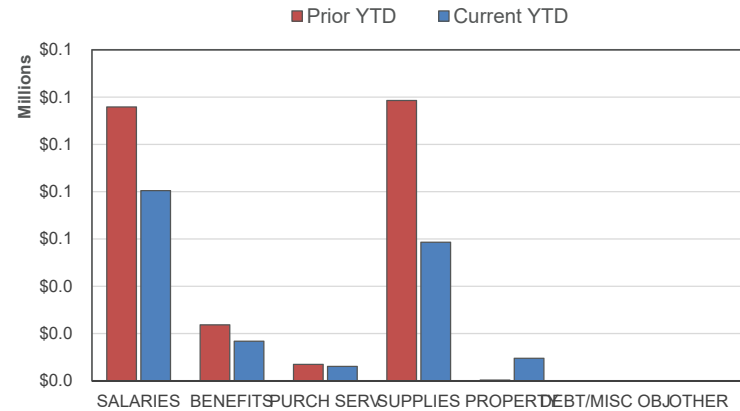
For the Period Ending August 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$15,111	\$401,223	3.77%	\$5,855	\$401,225	1.46%
Intermediate	0	0		0	0	
State	0	45,315	0.00%	0	45,311	0.00%
Federal	752,722	12,647,344	5.95%	365,353	12,647,348	2.89%
Other Financing Sources/Income Items	0	228,233	0.00%	0	228,233	0.00%
<b>TOTAL REVENUE</b>	<b>\$767,833</b>	<b>\$13,322,116</b>	<b>5.76%</b>	<b>\$371,209</b>	<b>\$13,322,117</b>	<b>2.79%</b>
<b>EXPENDITURES</b>						
Salaries	\$115,842	\$3,390,308	3.42%	\$80,464	\$3,390,308	2.37%
Employee Benefits	23,675	400,537	5.91%	16,755	400,528	4.18%
Purchased Services	6,971	7,465	93.39%	6,109	7,465	81.84%
Supplies	118,590	5,710,978	2.08%	58,614	5,710,979	1.03%
Property	335	124,045	0.27%	9,540	124,045	7.69%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	0	395,759	0.00%	44	395,758	0.01%
<b>TOTAL EXPENDITURES</b>	<b>\$265,414</b>	<b>\$10,029,093</b>	<b>2.65%</b>	<b>\$171,526</b>	<b>\$10,029,083</b>	<b>1.71%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$502,419</b>	<b>\$3,293,023</b>		<b>\$199,683</b>	<b>\$3,293,034</b>	
<b>ENDING FUND BALANCE</b>	<b>\$1,314,257</b>			<b>\$4,304,543</b>		

Revenues by Source | Prior YTD vs. Current YTD



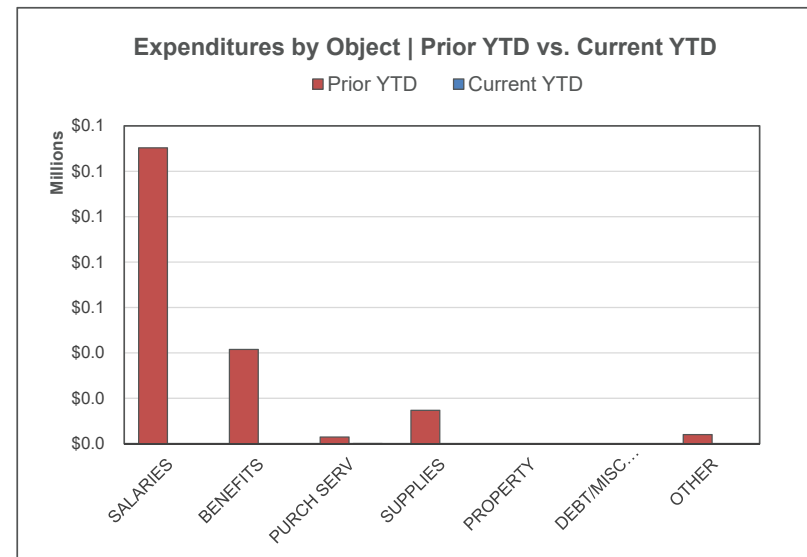
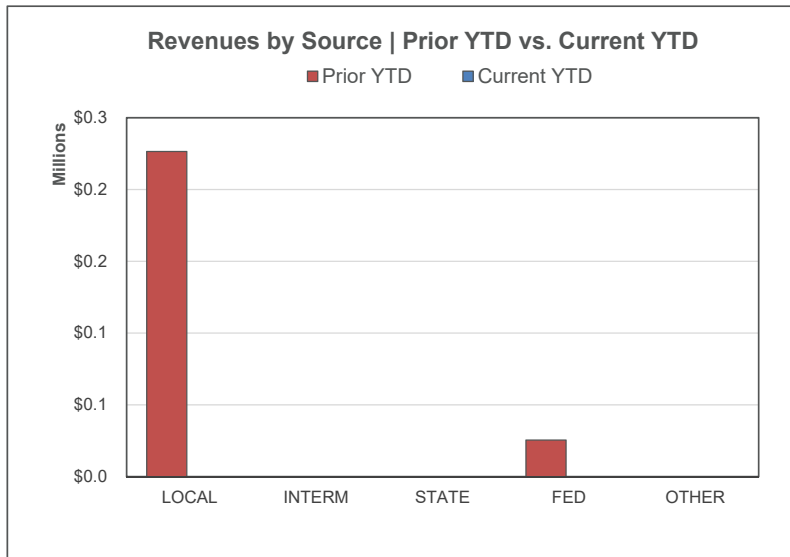
Expenditures by Object | Prior YTD vs. Current YTD



# Other 60 Funds | Financial Summary

For the Period Ending August 31, 2022

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>						
Local	\$226,509	\$1,329,183	17.04%	\$0	\$1,329,184	0.00%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	25,472	71,521	35.61%	0	71,524	0.00%
Other Financing Sources/Income Items	0	108,392	0.00%	0	108,392	0.00%
<b>TOTAL REVENUE</b>	<b>\$251,982</b>	<b>\$1,509,096</b>	<b>16.70%</b>	<b>\$0</b>	<b>\$1,509,100</b>	<b>0.00%</b>
<b>EXPENDITURES</b>						
Salaries	\$130,333	\$1,088,700	11.97%	\$0	\$1,088,700	0.00%
Employee Benefits	41,524	54,515	76.17%	0	54,518	0.00%
Purchased Services	2,926	23,627	12.38%	73	23,625	0.31%
Supplies	14,707	103,043	14.27%	0	103,043	0.00%
Property	0	1,747	0.00%	0	1,747	0.00%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	4,002	6,041	66.24%	0	6,042	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$193,491</b>	<b>\$1,277,673</b>	<b>15.14%</b>	<b>\$73</b>	<b>\$1,277,675</b>	<b>0.01%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$58,491</b>	<b>\$231,423</b>		<b>(\$73)</b>	<b>\$231,425</b>	
<b>ENDING FUND BALANCE</b>	<b>(\$377,397)</b>			<b>(\$204,537)</b>		



**CONSENT AGENDA**

**BA-23-007/01 Unspent Balance Report – June 2022 (Karla Hogan)**

Exhibit: BA-23-007/01.1

**Information Item**

**Pertinent Fact(s):**

The Unspent Balance Report is designed to inform the Board of Education on the status of CRCSD's General Fund authorized reserves- the Unspent Balance. An analysis of staffing and all other budgetary changes that impact the Unspent Balance as of the month ended June 2022 is summarized for the Board's review.

Cedar Rapids  
1053**Unspent Authorized Budget Report**  
(Line 32 = Legal Limit on General Fund Spending)

Iowa Department of Management

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Actual FY 2022
Regular Program District Cost	108,565,466	111,646,926	113,899,089	115,383,638	116,706,816	118,769,372	117,343,354
Regular Program Budget Adjustment	+	0	0	0	0	0	2,613,712
Supplementary Weighting District Cost	+	1,491,727	1,732,833	1,872,904	2,089,224	2,343,693	2,412,257
Special Ed District Cost	+	16,830,764	17,083,477	17,800,544	16,704,674	17,347,576	17,814,627
Teacher Salary Supplement District Cost	+	9,169,285	9,433,835	9,626,387	9,745,943	9,854,093	10,018,722
Prof Dev Supplement District Cost	+	1,083,634	1,113,928	1,136,085	1,149,725	1,161,470	1,179,774
Early Intervention Suppl District Cost	+	1,182,666	1,215,564	1,239,832	1,254,729	1,267,490	1,287,455
Teacher Leadership Suppl District Cost	+	5,266,250	5,415,833	5,525,234	5,592,749	5,652,647	5,744,508
AEA Special Ed Support	+	5,493,818	5,640,231	5,770,555	5,783,178	5,865,074	5,897,803
AEA Special Ed Support Adjustment	+	0	0	0	0	0	65,538
AEA Media Services	+	1,000,710	1,026,906	1,046,075	1,054,701	1,064,674	1,065,728
AEA Educational Services	+	1,099,396	1,128,226	1,149,301	1,158,696	1,169,607	1,187,279
AEA Teacher Salary Suppl District Cost	+	512,206	526,953	539,723	541,413	550,247	560,606
AEA Prof Dev Suppl District Cost	+	59,527	61,328	62,846	63,142	64,104	65,259
SBRC Modified Suppl Amt Dropout Prev	+	5,360,904	5,459,536	5,632,570	5,707,516	5,713,206	5,796,916
SBRC Modified Suppl Amt Other #1	+	610,058	880,131	1,020,124	1,500,257	1,790,064	2,235,494
SBRC Modified Suppl Amt Other #2	+	1,966,397	2,178,729	2,346,878	2,337,353	1,970,198	2,342,988
Special Ed Deficit Modified Suppl Amt	+	3,797,010	6,510,593	7,439,691	9,268,676	12,246,812	13,511,193
Enrollment Audit Adjustment	+	-10,186	-36,355	-22,278	3,732	-24,654	37,977
AEA Prorata Reduction	-	846,317	987,398	846,317	846,317	846,317	846,317
Maximum District Cost	=	162,633,315	170,031,276	175,239,243	178,493,029	183,896,800	188,778,498
Preschool Foundation Aid	+	1,650,176	1,730,065	1,909,236	2,189,200	2,315,120	2,554,900
Instructional Support Authority	+	8,051,215	8,163,624	8,385,251	8,458,775	8,517,264	8,636,909
Other Miscellaneous Income	+	23,403,411	22,872,038	23,311,546	25,617,008	25,245,402	30,421,797
Unspent Auth Budget - Previous Year	+	5,790,286	7,102,510	11,154,184	15,007,321	17,055,709	18,033,219
Maximum Authorized Budget	=	201,528,403	209,899,513	219,999,460	229,765,333	237,030,295	248,425,323
Expenditures	-	194,425,893	198,745,329	204,992,139	212,709,624	218,997,076	222,796,385
Unspent Authorized Budget	=	7,102,510	11,154,184	15,007,321	17,055,709	18,033,219	25,628,938

## CONSENT AGENDA

### **BA-23-008/01 Open Enrollment – Denial 2022-2023 School Year (Nicole Kooiker)**

Exhibit: BA-23-008/01.1

#### **Action Item**

#### **Pertinent Fact(s):**

1. Open Enrollment is the process by which a parent or guardian residing in an Iowa district may enroll their child(ren) into another Iowa school district under the terms and conditions of Iowa Code 282.18 and Iowa Administrative Code 281-17.
2. House File (HF) 2589 allows a parent or guardian to apply for open enrollment at any time without the need for good cause.
3. The receiving district may deny an open enrollment request if one of the following applies:
  - a. The application violates the district’s insufficient classroom space policy.
  - b. The district does not have the appropriate special education program.
  - c. The application would adversely affect the district’s implementation of a court-ordered desegregation plan, or
  - d. The student has been expelled or suspended.
4. As a general rule, appeals of open enrollment decisions should be filed as an original court action in Iowa District Court. Iowa District Court appeals should be filed in district court in the county in which the primary business office of the resident district is located (281-IAC 17.8(9)).
5. If a parent or guardian moves and wishes for their student to continue at the original resident district under open enrollment (often known as the “continuation rule”), requests cannot be denied due to insufficient classroom space policies.

#### **Recommendation:**

It is recommended that the Board of Education approve the Open Enrollment - Denial of the student(s) commencing with the 2022-2023 School Year.

**OPEN ENROLLMENT DENIALS  
2022-2023 SCHOOL YEAR**

**ENTER Denial**

<u>Parent</u>	<u>Student</u>	<u>Grade</u>	<u>Resident District</u>	<u>Requested District</u>
J. & M. Mason	J. Mason	7	Belle Plaine Community School District	Cedar Rapids Community School District

**Reason: Insufficient classroom space  
Appropriate special education program is not available**

**TOTALS: 1 Belle Plaine CSD**

**CONSENT AGENDA**

**BA-23-009/06 Personnel Report (Linda Noggle)**

Exhibit: BA-23-009/06.1-7

**Action Item Motion/2<sup>nd</sup>/Roll Call**

**Recommendation:**

It is recommended that the Board of Education approve the Personnel Report.

<b>APPOINTMENTS - SALARIED STAFF</b>			
<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Ash, Carey	\$1,958.00	MN Tennis MS Assistant (Temp Contract) Taft	2022-2023 School Year
Carter, Jessica	\$3,766.00	Volleyball MS Roosevelt	2022-2023 School Year
Dierks, Mark	\$2,259.00	Cross Country MS Assistant (Temp Contract) Harding	2022-2023 School Year
Elliott, Katie	\$45,082.00	Special Ed Interventionist Polk	10/10/2022
Ethier, Ben	\$3,766.00	MN Track MS Franklin	2022-2023 School Year
Hafne, Ethan	\$3,264.00	MN Track MS Roosevelt	2022-2023 School Year
Holerud, Mark	\$3,264.00	MN Basketball MS Roosevelt	2022-2023 School Year
Kifletsadik, Fanaye	\$3,766.00	MN Swim MS Taft	2022-2023 School Year
Kragenbrink, Suzette	\$68,450.00	Teacher Media Specialist Kenwood	10/4/2022
Malec, Dustin	\$7,030.00	Debate Head Kennedy	2022-2023 School Year
Monsef, Anahita	\$2,259.00	Volleyball MS Assistant (Temp Contract) Taft	2022-2023 School Year
Mourning, Kiara	\$45,082.00	Special Ed Interventionist Polk	10/10/2022
Pelzel, Alex	\$4,352.00	Drama Tech Assistant Jefferson	2022-2023 School Year
Rees, Richard	\$4,770.00	Band MS Franklin	2022-2023 School Year
Robinson, Brittany	\$3,264.00	MN Basketball MS McKinley	2022-2023 School Year
Rouse, Amy	\$5,825.00	Volleyball Assistant Washington	2022-2023 School Year
Schneekloth, Michael	\$1,958.00	Volleyball MS Assistant (Temp Contract) Franklin	2022-2023 School Year



Shelton, Ian	\$1,958.00	Volleyball MS Assistant (Temp Contract) Taft	2022-2023 School Year
<b>CHANGE OF GRADE/POSITION - SALARIED STAFF</b>			
<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Beard, Jacoby	\$45,592.00	Special Ed Interventionist Polk	10/1/2022
Johnson, Natasha	\$46,505.00	Special Ed Interventionist Washington	10/15/2022
McLean, Melissa	\$70,040.00	Payroll Specialist ELSC	10/1/2022
<b>RESIGNATIONS - SALARIED STAFF</b>			
<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Erickson, Olivia	Personal	Softball Assistant Jefferson	2022-2023 School Year
Ethier, Ben	Personal	MN Track MS Taft	2022-2023 School Year
Guy, Avery	Personal	Softball Assistant Jefferson	2022-2023 School Year
Hayes, Mercedes	Personal	WM Track MS Franklin	2022-2023 School Year
Seely, Erin	Personal	MN Tennis MS Taft	2022-2023 School Year
VanDooren, Alexandra	Personal	Medial Specialist Kenwood	6/1/2022
<b>APPOINTMENTS - HOURLY STAFF</b>			
<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Andersen, Rebecca	\$15.00	Paraprofessional Hiawatha	9/26/2022
Berard, Rachel	\$15.28	Cashier Harding	10/10/2022
Bruening, Jessica	\$15.00	Food Service Asst Johnson	10/10/2022
Claus, Whitney	\$15.00	Paraprofessional Truman	10/10/2022
Corcoran, Maureen	\$17.65	Van Driver ELSC	10/10/2022
De La Hoz Barrios, Gabriel	\$15.00	Bus Attendant ELSC	10/10/2022

Emerson, Gina	\$15.28	Cashier McKinley	10/10/2022
Genus, Patricia	\$19.45	Transportation Driver ELSC	10/10/2022
Glandorf, Mark	\$15.00	Paraprofessional Jefferson	10/4/2022
Haney, Ellery	\$15.56	Cook McKinley	10/4/2022
Hanisch, Alaina	\$15.00	Paraprofessional West Willow	10/4/2022
Henderson, Mercedes	\$15.00	Food Service Asst Hiawatha	9/26/2022
Jeantinord, Nergelie	\$15.00	Paraprofessional Kenwood	10/10/2022
Kapila, Tantine	\$15.00	Food Service Asst Franklin	10/10/2021
King, Debi	\$15.56	Asst Mgr Truman	10/04/2022
Mead, Heather	\$15.00	Paraprofessional Grant	9/26/2022
Mooney, Kelli	\$15.56	Cook Wilson	10/10/2022
Mulholland, Tammy	\$15.28	Cashier Roosevelt	10/10/2022
O'Connor, Catherine	\$15.00	Food Service Asst Washington	9/26/2022
Price, Lauren	\$15.00	Paraprofessional Kennedy	10/4/2022
Ross, Alan	\$15.00	Food Service Asst Harrison	9/26/2022
Stangl, Hannah	\$17.42	Custodian II Floater ELSC	10/17/2022
Stucker, Teresia	\$15.00	Paraprofessional West Willow	10/4/2022
Taylor Marin, Shawn	\$19.93	Custodian I Lead- 3rd Shift Washington	10/10/2022

Turner, Natalie	\$15.00	Paraprofessional Washington	10/4/2022
Willson, Christine	\$15.28	Cashier Roosevelt	10/10/2022
<b>GRANTING LEAVES OF ABSENCE - HOURLY STAFF</b>			
<u>Name</u>	<u>Type of Leave</u>	<u>Assignment</u>	<u>Effective Date</u>
Murray, Sharon	Personal	Bus Driver ELSC	10/4/2022
<b>CHANGE OF GRADE/POSITION - HOURLY STAFF</b>			
<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Beck, Jennifer	\$15.00	Food Service Asst Franklin	10/1/2022
Boll, Tiffany	\$15.00	Paraprofessional Taft	10/1/2022
Cady, Misty	\$15.55	Food Service Asst Madison	10/15/2022
Clark, Melanie	\$15.25	Food Service Asst Harding	10/1/2022
Coffin, Erica	\$19.92	Behavior Tech Cleveland	10/1/2022
Doolin, Brandyce	\$15.00	Paraprofessional Washington	10/1/2022
Fehlberg, Patricia	\$15.55	Food Service Asst Truman	10/1/2022
<b>RESIGNATIONS - HOURLY STAFF</b>			
<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Bathurst, Julie	Personal	Cashier Harding	8/26/2022
Behn, Denise	Personal	Paraprofessional Viola Gibson	10/19/2022
Bell, Bobbie	Personal	Bus Attendant ELSC	09/30/2022
Brooks, Trinda	Personal	Custodian II ELSC	09/28/2022
Eastin, Craig	Personal	Custodian II Washington	9/28/2022
Elkin, Ashley	Personal	Cook McKinley	9/9/2022

Ferring, Jack	Personal	Crossing Guard Johnson	6/1/2022
Gongwer, Ellis	Personal	Custodian II West Willow	9/12/2022
Holmes, Samuel	Personal	Transportation Driver ELSC	9/22/2022
Kline, Veronica	Personal	Paraprofessional West Willow	10/7/2022
Marshall, Thomas	Personal	Food Service Asst Kennedy	9/30/2022
Perrin, Alexis	Personal	Paraprofessional Nixon	10/4/2022
Snyder, Jade	Personal	Paraprofessional Jefferson	9/15/2022
Wright, Joseph	Personal	Perm Building Sub Cleveland	9/23/2022

#### RETIREMENTS - HOURLY STAFF

<u>Name</u>		<u>Assignment</u>	<u>Effective Date</u>
Carter, Brian	Personal	Senior Mechanic ELSC	10/28/2022
Dengler, Marlys		Attendance Secretary Kennedy	12/1/2022

#### SHORT TERM CONTRACTS

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Westercamp, Jessica	\$6,000.00	Extra Pay- Facilitator Madison/Grant	9/17/2022

#### EDUCATIONAL REIMBURSEMENT

<u>Name</u>	<u>Reimbursement Amount</u>	<u>Block</u>	<u>Effective Date</u>
Cuebas, Hector	\$675.00	6	10/10/2022
Leeper, Sarah	\$2,094.00	8	10/10/2022
McMann, Elizabeth	\$675.00	5	10/10/2022
Nehl, Gretchen	\$2,094.00	8	10/10/2022

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>FTE</u>	<u>OLD LEVEL</u>	<u>OLD BASE</u>	<u>OLD FTE BASE</u>	<u>NEW LEVEL</u>	<u>NEW FULL BASE</u>	<u>NEW FTE BASE</u>	<u>FTE COST</u>	<u>CODE</u>
Annis	Keri	1.00	MA+30	\$79,723	\$79,723	MA+45	\$83,709	\$83,709	\$3,986	1
Bakkum	Chad	1.00	MA+45	\$77,957	\$77,957	MA+60	\$80,296	\$80,296	\$2,339	1
Barnard	Stacia	1.00	MA+45	\$81,710	\$81,710	MA+60	\$84,161	\$84,161	\$2,451	1
Bentley	Kara	1.00	BA	\$51,964	\$51,964	BA+12	\$54,302	\$54,302	\$2,338	1
Bowers	Tracy	1.00	MA+15	\$70,809	\$70,809	MA+30	\$74,349	\$74,349	\$3,540	1
Boyer	Amanda	1.00	BA+36	\$63,781	\$63,781	BA+48	\$65,057	\$65,057	\$1,276	1
Bradberry	Amber	1.00	BA	\$48,588	\$48,588	BA+12	\$50,774	\$50,774	\$2,186	1
Foley	Lisa	1.00	MA+15	\$84,742	\$84,742	MA+30	\$88,979	\$88,979	\$4,237	1
Fricke	Deborah	1.00	BA+12	\$61,464	\$61,464	BA+24	\$64,230	\$64,230	\$2,766	1
Hall	John	0.81	MA+45	\$72,750	\$59,109	MA+60	\$74,933	\$60,883	\$2,183	1
Hoefler	Ann	1.00	MA+30	\$80,110	\$80,110	MA+45	\$84,116	\$84,116	\$4,006	1
Ironside	Anne	1.00	MA	\$66,619	\$66,619	MA+15	\$69,950	\$69,950	\$3,331	1
Johnson	Tim	1.00	MA	\$71,881	\$71,881	MA+15	\$75,475	\$75,475	\$3,594	1
Landherr	Katie	1.00	BA+12	\$54,440	\$54,440	BA+24	\$56,890	\$56,890	\$2,450	1
McLaughlin	Kara	1.00	MA+15	\$58,896	\$58,896	MA+30	\$61,841	\$61,841	\$2,945	1
Merritt	Kristina	1.00	MA+30	\$71,575	\$71,575	MA+45	\$75,154	\$75,154	\$3,579	1
Nekvinda	Hilary	1.00	MA	\$60,636	\$60,636	MA+15	\$63,668	\$63,668	\$3,032	1
Osen-Foss	Jennifer	1.00	MA+30	\$70,159	\$70,159	MA+45	\$73,667	\$73,667	\$3,508	1
Pilkington	Kimberly	1.00	BA+12	\$54,440	\$54,440	BA+24	\$56,890	\$56,890	\$2,450	1
Pins	Stephanie	1.00	MA	\$62,114	\$62,114	MA+15	\$65,220	\$65,220	\$3,106	1
Pitlik	Kristina	1.00	BA+12	\$54,440	\$54,440	BA+24	\$56,890	\$56,890	\$2,450	1
Pitlik	Kristina	1.00	BA+24	\$56,890	\$56,890	MA	\$59,735	\$59,735	\$2,845	2
Ptacek	Angela	1.00	MA+15	\$62,293	\$62,293	MA+30	\$65,408	\$65,408	\$3,115	1
Renner	Amy	1.00	MA	\$70,903	\$70,903	MA+15	\$74,448	\$74,448	\$3,545	1
Rouw	Rebecca	1.00	MA+60	\$82,457	\$82,457	MA+75	\$84,931	\$84,931	\$2,474	1
Rulli	Heather	1.00	BA	\$50,775	\$50,775	BA+12	\$53,060	\$53,060	\$2,285	1
Rush	Ashlee	1.00	MA	\$56,150	\$56,150	MA+15	\$58,958	\$58,958	\$2,808	1
Schloss	Teresa	1.00	MA+30	\$71,764	\$71,764	MA+45	\$75,352	\$75,352	\$3,588	1
Schulte	Mary	1.00	BA+36	\$68,613	\$68,613	BA+48	\$69,985	\$69,985	\$1,372	1
Shaw	Nicole	1.00	MA	\$71,742	\$71,742	MA+15	\$75,329	\$75,329	\$3,587	1
Sherard	Lisa	1.00	MA	\$70,573	\$70,573	MA+15	\$74,102	\$74,102	\$3,529	1
Smith	Angela	1.00	BA+24	\$53,251	\$53,251	MA	\$55,914	\$55,914	\$2,663	2
Sofranko	Molly	1.00	MA	\$69,683	\$69,683	MA+15	\$73,167	\$73,167	\$3,484	1
Sorgenfrey	Katie	1.00	MA+15	\$63,257	\$63,257	MA+30	\$66,420	\$66,420	\$3,163	1
Stolba	Kathryn	1.00	MA+30	\$74,926	\$74,926	MA+45	\$78,672	\$78,672	\$3,746	1
Tolly	Steven	1.00	BA+24	\$61,330	\$61,330	BA+36	\$62,557	\$62,557	\$1,227	1
Vint	Caitlin	1.00	BA+12	\$49,893	\$49,893	BA+24	\$52,138	\$52,138	\$2,245	1
White	Amber	1.00	MA+45	\$79,802	\$79,802	MA+60	\$82,196	\$82,196	\$2,394	1

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>FTE</u>	<u>OLD LEVEL</u>	<u>OLD BASE</u>	<u>OLD FTE BASE</u>	<u>NEW LEVEL</u>	<u>NEW FULL BASE</u>	<u>NEW FTE BASE</u>	<u>FTE COST</u>	<u>CODE</u>
White	Brittany	1.00	BA+12	\$58,328	\$58,328	BA+24	\$60,953	\$60,953	\$2,625	1
White	Brittany	1.00	BA+24	\$60,953	\$60,953	MA	\$64,001	\$64,001	\$3,048	2
Wilson	Michele	1.00	MA	\$77,435	\$77,435	MA+15	\$81,307	\$81,307	\$3,872	1
Wright	Kira	1.00	MA+15	\$70,501	\$70,501	MA+30	\$74,026	\$74,026	\$3,525	1
			TOTAL	\$2,780,317	\$2,766,676		\$2,903,206	\$2,889,156	\$122,889	

1. Additional graduate or in-service credit
2. Completion of advanced degree
3. National Board Certification 5% increase
4. Certification Exam for School Nurses 1% increase

## CONSENT AGENDA

**BA-23-011/01 Policy Manual – Review & Revisions** – Policies 100 “*District Legal Status*”, 101 “*Strategic Plan*”, Regulations 402.5 “*Reconsideration of Instructional Materials*”, 604.6 “*Use of Physical Restraint & Seclusion with Students*”, 604.7 “*Physical Restraint & Seclusion of Students*”, 605.7 “*Guidance on Suicide Prevention*”, Procedure 605.7a “*Procedures for Suicide Risk Screening*”, Policies 613 “*Crisis Prevention*”, 614 “*Exclusion*”, 615 “*Seclusion Prohibited*”, 616 “*Use of Physical Restraint*”, Procedures 616a “*Requirements for FBAs/BIPs Following Physical Restraint Event*”, 616b “*Mitigating Toxic Stress Response in Student Identified with Traumatic Childhood Events*”, 616c “*Identifying Traumatic Childhood Events Following a Restraint Incident*”, 801a “*Energy/Utility Usage*” (**Noreen Bush/Laurel Day**)

Exhibit: BA-23-011/01.1-17

### Information Item

#### Pertinent Fact(s):

1. The Board of Education reviews policies at least once every five years. Board approval is required for all policies. Administrative regulations and procedures do not require Board approval.
2. The agenda item includes Policies, Regulations, and Procedures that have been revised and proposed based on changes to state and/or federal law. All proposed policy documents presented will, per Regulation 203.2, be considered as emergency documents based on the need for immediate adoption and require no additional readings.

Policy Manual #	Title	Action
100	District Legal Status	Revised
101	Strategic Plan	Revised
402.5	Reconsideration Instructional Materials	Revised
604.6	Use of Physical Restraint & Seclusion with Students	Revised
604.7	Physical Restraint & Seclusion of Students	Revised
605.7	Guidance on Suicide Prevention	Proposed
605.7a	Procedures for Suicide Risk Screening	Proposed
613	Crisis Prevention	Proposed
614	Exclusion	Proposed
615	Seclusion Prohibited	Proposed
616	Use of Physical Restraint	Proposed
616a	Requirements for FBAs/BIPs Following Physical Restraint Events	Proposed
616b	Mitigating Toxic Stress Response in Student Identified w/Traumatic Childhood Events	Proposed
616c	Identifying Traumatic Childhood Events Following Restraint Incident	Proposed
801a	Energy/Utility Usage	Revised

**DISTRICT LEGAL STATUS –Enablement and Name**

The Cedar Rapids Community School District is a school-corporation pursuant to the constitution of the State of Iowa and Iowa law to carry out the governmental function of public education.

The legal name of the District shall be:

CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT,  
IN THE COUNTY OF LINN, STATE OF IOWA

The school corporation is located in Linn County, Iowa and its affairs are conducted by elected school officials, the Cedar Rapids Community School District Board of Directors. The Cedar Rapids Community School District and Board of Directors have exclusive jurisdiction over school matters in the territory of the School District.

Legal Reference: Iowa Code §§ 274.1, 6; ~~278.1(9)~~; 279.8; 594A.

Regulation Approved: 05-12-80  
Reviewed: 02-28-89  
Reviewed: 09-25-95  
Policy Approved: 10-12-98  
Reviewed: 03-24-03  
12-08-08  
Revised: 09-22-14  
09-09-19



## STRATEGIC PLAN

As a school corporation of Iowa, the Cedar Rapids Community School District, acting through its Board of Directors, is dedicated to developing a District Strategic Plan that impacts all aspects of the school system.

### **Our Vision**

Every Learner. Future Ready

### **Our Mission**

To ensure all learners experience a rigorous and personalized learning experience so they have a plan, a pathway, and a passion for their future.

### **Our Beliefs**

Leadership

Innovation

Equity

Student Ownership

Culture/Climate

Student Learning

### **Our Focus Areas**

*Culture* – Provide a safe, supportive, collaborative culture in which diversity of every learner is valued and embraced.

*Student Learning* - Ensure high quality instruction which fosters and inspires academic, social, and emotional learning and growth to meet the needs of every student.

*Workforce* - Engage and empower a talented and diverse workforce who supports Every Learner. Future Ready.

*Resources & Systems* - Maximize operational systems and prioritize resources based on student needs while maintaining the financial health of the district.

Approved: 11-13-89

Reviewed: 09-25-95

Reviewed: 10-23-95

Revised: 10-12-98

Reviewed: 03-24-03

Revised: 09-12-05

12-08-08

03-14-11

09-22-14

10-14-19

## **Reconsideration of Instructional Material**

A committee, referred to as the Instructional Materials Reconsideration Committee, shall address formal requests for reconsideration of library and instructional materials. The committee will provide a context in which differences of opinion and possible selection errors may be examined openly.

The Instructional Materials Reconsideration Committee shall be formed each year by September 30 and shall function through June 30 of the following year. The committee will consist of:

- One teacher leader designated by the Office of Teaching and Learning
- One teacher leader responsible for district libraries and/or teacher leader in content lead role
- At least two high school students, selected by a teacher leader and approved by the principal
- At least two parents or community members
- The ~~Executive Director of the Office of Teaching and Learning~~ **District Curriculum Coordinator(s)**

Citizens of the school community may ~~register a criticism of~~ **formally challenge, on the basis of appropriateness, instructional** material with the building teacher librarian or building principal, from whom they may obtain the "Request for Reconsideration of Library or Instructional Material" form. All ~~criticism~~ **formal challenges** shall be on the "Request for Reconsideration..." form, and the complainant must be specific as to author, title, publisher, date of publication, and when relevant, page numbers of items to which objection is being made. The statement shall be signed and filed with the ~~District Teacher Leader~~ **Committee's Chair, District Representative**, at the Educational Leadership and Support Center, 2500 Edgewood Road N.W.

Within 30 school days of the filing of a complaint, the ~~District Teacher Leader~~ **Committee's Chair, District Representative** shall bring the material in question to the Instructional Materials Reconsideration Committee for reevaluation. The Committee will develop and submit a recommendation regarding District use of the materials to the Superintendent/designee.

Generally, student access to challenged material will not be restricted during the reconsideration process, but the Superintendent/designee may limit access under unusual circumstances.

Approved: 12-12-77  
Revised: 09-23-85  
Reviewed: 11-13-89  
Revised: 12-11-89  
01-25-93  
Reviewed: 04-08-96  
08-09-99  
Revised: 06-26-06  
11-12-12  
06-25-18  
08-26-19

## Use of Physical Restraint and Seclusion with Students

The District will comply with 281 Iowa Administrative Code Ch. 103 for the use of physical restraint and seclusion with students, including, but not limited to:

- ~~Physical restraint and seclusion will be used only by employees who have been trained in accordance with applicable law unless a trained employee is not immediately available due to the unforeseeable nature of the occurrence.~~
- ~~As soon as practical after the situation is under control, but within one hour after either the occurrence or the end of the school day, whichever occurs first, the school will attempt to contact the student's parent or guardian using the school's emergency contact system.~~
- ~~The seclusion or physical restraint is used only for as long as necessary based on research and evidence to allow the student to regain control of their behavior to the point that the threat or behavior necessitating the use of the seclusion or physical restraint has ended, or when a medical condition occurs that puts the student at risk of harm. Unless otherwise provided for in the student's written approved IEP, BIP, HHP or safety plan, if the seclusion or physical restraint continues for more than 15 minutes:
 
  - ~~The student will be provided with any necessary breaks to attend to personal and bodily needs, unless doing so would endanger the child or others.~~
  - ~~An employee will obtain approval from an administrator or administrator's designee to continue seclusion or physical restraint beyond 15 minutes. After the initial approval, an employee must obtain additional approval every 30 minutes thereafter for the continuation of the seclusion or physical restraint.~~
  - ~~The student's parent or guardian and the school may agree to more frequent notifications than is required by law.~~
  - ~~Schools and District employees must document and explain in writing the reasons why it was not possible for the employees to obtain approval, notify parents, or take action within prescribed time limits.~~
  - ~~Schools and District employees who begin and then end use of nonapproved restraints will document and explain in writing the reasons why they had no other option but to use this type of behavioral intervention.~~~~
- ~~The area of seclusion will be a designated seclusion room that complies with the seclusion room requirements in accordance with law, unless the nature of the occurrence makes the use of the designated seclusion room impossible, clearly impractical, or clearly contrary to the safety of the student, others, or both; in that event, the school must document and explain in writing the reasons why a designated seclusion room was not used.~~
- ~~An employee must continually visually monitor the student for the duration of the seclusion or physical restraint.~~
- ~~If an employee restrains a student who uses sign language or an augmentive mode of communication as the student's primary mode of communication, the student shall be permitted to have the student's hands free of physical restraint, unless doing so is not feasible in view of the threat posed.~~
- ~~Seclusion or physical restraint shall not be used: as punishment or discipline; to force compliance or to retaliate; as a substitute for appropriate educational or behavioral support; to prevent property damage except as provided in law; as a routine school safety measure; or as a convenience to staff.~~
- ~~The Superintendent/designee will investigate any complaint or allegation that one or more employees violated any provisions of 281 Iowa Administrative Code Ch. 103. If the District determines a violation has occurred, corrective action will be taken up to and including termination of the employees involved. If the allegation or complaint involves a specific student the District will notify the parents or guardian of the involved student about the results of the investigation. If any allegation or complaint is also defined as abuse in 281 Iowa Administrative Code 102.2, the procedures listed in chapter 102 will apply.~~
- ~~The District must comply with and implement Chapter 103 whether or not a parent consents to the use of physical restraint or seclusion.~~

Corporal Punishment

~~Corporal punishment is defined as the intentional physical punishment of a student. No employee shall inflict corporal punishment upon a student.~~

~~Approved: 01-11-2021~~

## Physical Restraint and Seclusion of Students

It is the goal of the District that all students can learn and grow in a safe and peaceful environment that nurtures the student and models respect for oneself and others. On occasion, trained District employees and others may have to use behavior management interventions, physical restraint and/or seclusion of students. The goal of these interventions is to promote the dignity, care, safety, welfare and security of each child and the school community. With this objective in mind, the District will prioritize the use of the least restrictive behavioral interventions appropriate for the situation.

Physical restraint means a personal restriction that immobilizes or reduces the ability of a student to move the student's arms, legs, body, or head freely. Physical restraint does not mean a technique used by trained school personnel, or used by a student, for the specific and approved therapeutic or safety purposes for which the technique was designed and, if applicable, prescribed. Physical restraint does not include instructional strategies, such as physically guiding a student during an educational task, hand shaking, hugging, or other non-disciplinary physical contact.

Seclusion means the involuntary confinement of a child in a seclusion room or area from which the child is prevented or prohibited from leaving; however, preventing a child from leaving a classroom or school building are not considered seclusion. Seclusion does not include instances when a school employee is present within the room and providing services to the child, such as crisis intervention or instruction.

Physical restraint or seclusion is reasonable or necessary only:

- To prevent or terminate an imminent threat of bodily injury to the student or others; or
- To prevent serious damage to property of significant monetary value or significant nonmonetary value or importance; or
- When the student's actions seriously disrupt the learning environment or when physical restraint or seclusion is necessary to ensure the safety of the student or others; and
- When less restrictive alternatives to seclusion or physical restraint would not be effective, would not be feasible under the circumstances, or have failed in preventing or terminating the imminent threat or behavior; and
- When the physical restraint or seclusion complies with all applicable laws.

Prior to using physical restraint or seclusion, employees must receive training in accordance with the law. Any individual who is not employed by the District but whose duties could require the individual to use or be present during the use of physical restraint or seclusion on a student will be invited to participate in the same training offered to employees on this topic.

When required by law, the superintendent/designee will ensure a post-occurrence debriefing meeting is held, maintain documentation and fulfill all reporting requirements for each occurrence of physical restraint or seclusion as required by law.

Legal Reference: \_\_\_\_\_ Iowa Code §§ 279.8; 280.21  
\_\_\_\_\_ 281 I.A.C. 103  
\_\_\_\_\_

Reviewed: ~~02-12-90~~  
Approved: ~~03-12-90~~  
Revised: ~~10-11-93~~  
Reviewed: ~~07-15-96~~  
~~02-22-99~~  
Revised: ~~02-14-11~~  
Reviewed: ~~11-12-12~~  
~~09-24-18~~  
Revised: ~~01-11-2021~~

### CRCSD Procedures for Suicide Risk Screening

The C-SSRS will be administered by trained School Counselors and School Nurses.

**When to administer the C-SSRS:**

- Talking about or threatening suicide
- Engaging in self-harm
- Chronic depression or mental health/behavioral concerns
- General mental health/behavioral concerns from third parties (parents, peers, etc.)
- Major changes in personality, behavior, grades, social relationships, attendance, sleep patterns, and other day-to-day functions

\*Other attributes that increase risk of suicide: firearm access, substance use, sexual minority, exposure to suicide, sleep disturbance, impulsivity, isolation, history of suicide

<b>Risk Level: Low</b> C-SSRS questions: Item 1, Item 2	
<b>Required Action:</b>	
	Review student’s health file for previous screeners or safety plans
	File completed screener in the student’s health file
	Document follow-up actions
	Notify guardians
	Notify school nurse/counselor
	Provide NSPL number to student (988) for talk or text support
	Provide Trevor Project number (1-866-488-7386) for talk or text support, dedicated to LGBTQ students
	Check in to follow up

<b>Risk Level: Moderate</b> C-SSRS questions: Item 3, Item 6 (lifetime)	
<b>Required Action:</b>	
	Supervise student
	Review student’s health file for previous screeners or safety plans
	File completed screener in the student’s health file
	Document follow-up actions
	Notify guardians
	Notify school nurse/counselor
	Provide NSPL number to student (988) for talk or text support
	Provide Trevor Project number (1-866-488-7386) for talk or text support, dedicated to LGBTQ students
	Notify additional appropriate school staff (ex. administrative team, other counselors, others who can support supervision)
	Work with family on suicide assessment options (J-FAST, private provider)
	Address and/or communicate the student’s intended means (medication, weapon, etc), if disclosed
	Check in to follow up on treatment progress and safety plan

<b>Risk Level: High</b> C-SSRS questions: Item 4, Item 5, Item 6 (3 mo)	
<b>Required Action:</b>	
	Provide continuous supervision. Physical safety is the priority at this level. They are at imminent risk for suicide.
	Review student’s health file for previous screeners or safety plans
	File completed screener in the student’s health file
	Document follow-up actions
	Notify guardians
	Notify school nurse/counselor
	Provide NSPL number to student (988) for talk or text support
	Provide Trevor Project number (1-866-488-7386) for talk or text support, dedicated to LGBTQ students
	Notify additional appropriate school staff (ex. administrative team, other counselors, others who can support supervision)
	Work with family on suicide assessment options (J-FAST, private provider)
	Address and/or communicate the student’s intended means (medication, weapon, etc), if disclosed
	Check in weekly to follow up on treatment progress and safety plan. For students who are continuously screening as high risk, collaborate with school team, district office personnel, family, etc.

Possible responses for all risk levels:

- Behavioral Health Referral (school based therapy, outside therapy resources, Mercy Urgent Mental Health, J-Fast)
- Create a safety plan with the student and guardian. Keep a copy, give a copy to student and family.

## CRISIS PREVENTION

*The District believes that appropriate, proactive interventions, crisis prevention, and de-escalation techniques should be used to respond to students experiencing behavioral challenges in schools to create a positive, safe learning environment for all students and staff. When a student exhibits crisis behavior in the school setting, special rules apply that govern the response of school staff. This Crisis Prevention Protocol sets out required steps for school staff and Crisis Prevention Teams to follow to respond to students in crisis.*

1. *All school staff will be provided training in, and will be expected to use, appropriate behavior management and de-escalation techniques with all students.*
2. *Where applicable, school staff will implement with fidelity the interventions and techniques set forth in a student's IEP, 504 Plan, BIP, and/or Safety Plan.*
3. *Prior to the start of each school year, building administration must designate at least three (3) District employees as members of that building's Crisis Prevention Team. A School Resource Officer may not serve as a member of the Crisis Prevention Team.*
4. *All members of the Crisis Prevention Team must receive annual CPI training (initial or refresher, as appropriate).*
5. *Each Building must have a building-specific Crisis Prevention Protocol that is updated prior to the start of each school year. All building staff must receive training in this building-specific plan on an annual basis. This Crisis Prevention Protocol must include:*

- a. *The name of a school administrator and crisis prevention team member who will serve as the school's points of contact for the Executive Director of Behavior Supports and the Behavior Supports Director.*
- b. *Names and roles of all Crisis Prevention Team members.*
- c. *Appropriate circumstances for requesting the assistance of the Crisis Prevention Team, which shall include students in an acute behavior crisis:*

*An acute behavior crisis occurs when a student is engaging in behavior that presents, or in the absence of use of appropriate interventions and de-escalation techniques, may escalate into an immediate and imminent risk of substantial bodily injury to themselves or others.*

*Substantial bodily injury is defined as bodily injury that involves:*

- *A temporary but substantial disfigurement; or*
  - *A temporary but substantial loss or impairment of the function of any bodily member, organ, or mental faculty*
- d. *Procedures for the Crisis Prevention Team to assist a student in crisis, which shall include:*
    - i. *Determination of whether the student has an existing BIP/Safety Plan to follow in the event of a behavior crisis.*
    - ii. *Implementing all appropriate, feasible behavior interventions and de-escalation techniques (including those set forth in the student's BIP/Safety Plan, if applicable) with fidelity.*
    - iii. *If the student is not able to de-escalate within the classroom, the Crisis Prevention Team shall attempt to have the student voluntarily come to an alternative location in the building to continue de-escalation (but under no circumstances may building staff utilize seclusion as an intervention).*
    - iv. *Only if all appropriate, feasible interventions and de-escalation techniques have been implemented with fidelity but the student's behavior poses an imminent and immediate risk of substantial bodily injury to the student or others, the Crisis Prevention Team may use physical restraint in accordance with Policy 616, "Use of Physical Restraint."*
    - v. *Law enforcement should not be involved in behavior events that are typically handled by the Crisis Prevention Team.*

- e. *After a Physical Restraint, the building must provide counseling services or supports from a school counselor or other licensed behavior health professional who was not involved in the Crisis Prevention call to the student immediately where possible, and otherwise by no later than the end of the following school day. Documentation must be completed to support that the required services were provided.*
- f. *In the event that a student makes an overt or perceived threat of suicide or engaged in an act of actual or mimicked self-harm, the District's Suicide Prevention procedures must be immediately implemented with fidelity and documented.*
- g. *A school administrator/designee will notify the student's parent of any Crisis Prevention event prior to the end of the school day. This contact will be documented in Infinite Campus on the Crisis Prevention Report form. A copy of this form must be provided to the parent within one (1) school day of the incident.*
- h. *A school administrator/designee will notify the student's parent of an incident of physical restraint immediately, or as soon as reasonably practicable, and no later than when the student is dismissed from school that day. If the parent cannot be reached, this notification will occur within 24 hours of the physical restraint. The school administrator/designee will also complete the Physical Restraint report in Infinite Campus and provide the parent a copy of this report within 24 hours of the physical restraint.*
- i. *Within three (3) school days after a physical restraint event, a school administrator will lead the Crisis Prevention team and any other appropriate District staff in a debriefing of the event. Within two (2) school days after the debriefing, the School Administrator and Behavior Supports Director will complete the Physical Restraint Debriefing fields in the Infinite Campus Physical Restraint form.*
- j. *Within two (2) days of a physical restraint event, the District will conduct a systematic review of the student's FBA and BIP in accordance with Procedure 616a, "Requirements for FBAs/BIPs Following Physical Restraint Event."*

*Dissemination of Information to Employees and Parents/Guardians*

*Prior to the first day of school, each building will provide all staff and parents/guardians of students registered in that building with a copy of this Protocol and a list of the Crisis Prevention Team members for each District school.*



### ***EXCLUSION***

*It is the policy of the District that students may not be impermissibly excluded from the classroom because of behaviors relating to their disabilities. District employees are expected to engage in appropriate classroom management, behavior management, and de-escalation techniques to avoid impermissible exclusion of a student from class.*

*Impermissible “exclusion” includes use of the following for behaviors:*

- *Any suspension, other than as permitted by applicable law and District policy;*
- *Requesting that the student’s parent/guardian take the student home before the end of the school day without issuing a suspension in accordance with District policy;*
- *Requiring or allowing students to remain in a non-instructional space, such as an administrative office, for an unreasonable period of time without issuing a suspension in accordance with District policy.*

*All incidents of exclusion of a student due to a behavior incident must be documented in Infinite Campus within one (1) day of the exclusion.*

*The school administrator/designee will notify the parent/guardian of any exclusion/suspension in writing in accordance with District policy.*

### ***SECLUSION PROHIBITED***

*It is the policy of the District that the use of seclusion is prohibited. Seclusion is defined as the involuntary confinement of a student alone in any room or area. It includes the use of any room or area in which the student is alone and not free to leave (or believes they are not free to leave) regardless of its name (including “time out,” “break,” “calm,” or “reset” rooms, and “quiet areas”).*

*“Seclusion” does not include a student voluntarily going to a location authorized by the school to engage in calming or de-escalating behavior.*

*As a narrow exception to this policy, it does not prohibit a member of the Crisis Prevention Team from preventing a student from leaving the school building in accordance with the student’s Behavior Intervention Plan to ensure the safety of the student.*

## **USE OF PHYSICAL RESTRAINT**

*It is the policy of the District that physical restraint may only be used as a last resort when a student is engaging in behavior that presents an immediate and imminent risk of substantial bodily injury to the student or others.*

*“Physical restraint” means any physical contact between any District employee or contractor and a student in which the student involuntarily participates and that immobilizes a student or reduces the ability of that student to move the student’s torso, arms, legs, or head freely. The term includes holding or grabbing a student to escort, compel, or coerce the student to move to another location within the school. It does not include a temporary touching of the hand, wrist, arm, shoulder, or back without applying pressure or force for the purpose of guiding or directing a student. An action need not be a trained technique to meet the definition of “physical restraint” for purposes of this policy. This includes the use of transport restraint, blocking pads, or any other device to move a student involuntarily from one area to another.*

*“Substantial bodily injury” means a temporary but substantial disfigurement or a temporary but substantial loss or impairment of the function of any bodily member, organ, or mental faculty.*

*Any use of physical restraint by school employees must meet the following requirements:*

- 1. The employee(s) involved must only use physical restraint as a last resort after all appropriate, feasible behavior interventions and de-escalation techniques (including those set forth in the student’s BIP, if applicable) have been implemented with integrity and have not resolved the immediate and imminent risk of substantial bodily injury.*
- 2. Only Crisis Prevention Team members may use physical restraint, unless an emergency arises where the student engages in, or attempts to engage in, substantial bodily injury before the Crisis Prevention Team is called or arrives. If this occurs, the Crisis Prevention Team will take over the implementation of the physical restraint immediately upon arrival.*
- 3. Only CPI-approved techniques will be used to physically restrain a student, unless an emergency arises under section 2, above, in which case the Crisis Prevention Team will implement CPI-approved techniques upon taking over the implementation of the physical restraint immediately upon arrival.*
- 4. Physical restraint of a student will end as soon as the student’s behavior no longer poses an immediate risk of substantial bodily injury to the student or others.*
- 5. Physical restraint will only be used for the minimum time necessary to prevent the immediate and imminent risk of substantial bodily injury to the student or others.*
- 6. Physical restraint must never be used as a punishment or to enforce compliance with rules or directives.*
- 7. After a physical restraint has concluded, the District will provide counseling to the student or supports from a school counselor or other licensed behavior health professional immediately, or no later than the end of the following school day.*
- 8. If a student makes any overt or perceived threat of suicide or engages in an act of actual or mimicked self-harm, District procedures for suicide and prevention must be immediately implemented with fidelity and documented.*

*All incidents of physical restraint must be documented in Infinite Campus on the date of the incident. The school administrator/designee will attempt to contact the parent/guardian of the student no later than the student’s dismissal that day and will provide a copy of the initial physical restraint documentation in Infinite Campus to the parent/guardian within one (1) day of the incident of physical restraint. Complete documentation, including debriefing meeting information, will be provided within ten (10) school days of the incident.*

### **Requirements For FBAs/BIPs Following Physical Restraint Event**

*It is the goal of the District to reduce the use of physical restraint with students in the District to the maximum extent possible. To accomplish this goal, the District recognizes that thorough and in-depth data analysis, problem solving, instruction, and interventions will be required to assist students who have exhibited crisis behaviors in schools. Therefore, within two (2) school days after a crisis prevention call resulting in a physical restraint, the District will conduct a systematic review of the FBA and BIP of the student who was physically restrained, or if the student is not yet eligible, a systematic review of data.*

*This review will be conducted according to the following requirements:*

- 1. If the student has not yet been identified as eligible for an IEP or 504 Plan, a meeting will be held to propose conducting an evaluation to determine eligibility. This evaluation will be subject to parental consent as required by law. If parental consent is obtained, the evaluation shall be conducted and completed as soon as practicable, but no later than sixty (60) days from the date parental consent is obtained. If the student is found eligible, an IEP or 504 Plan will be developed in accordance with applicable law, including conducting an Functional Behavior Assessment (FBA) and developing a Behavior Intervention Plan (BIP) consistent with District procedures.*
- 2. If the student has an IEP or 504 Plan but does not have an FBA, subject to parental consent, an FBA will be immediately conducted and completed within fifteen (15) school days after the physical restraint event. Upon completion of the FBA, the District will use the FBA to develop a BIP that is specific to the behavior that led to the physical restraint. The BIP will be completed within five (5) school days after completion of the FBA.*
- 3. If the student has an FBA that is more than one year old or has an FBA that was conducted in a different educational setting than the one the student is currently in (including a change in teacher), a new FBA will be conducted, subject to parental consent, and completed within fifteen (15) school days after the physical restraint event. As soon as the FBA is completed, the District will use the FBA to develop a BIP within five (5) school days after completion of the FBA.*
- 4. If the student has an FBA that was created within the last year and the student's educational setting has not changed since the FBA was conducted, the District will:*
  - a. Review the FBA to ensure that the FBA includes the behavior that resulted in the physical restraint.*
    - i. If the FBA does not include the behavior that resulted in the physical restraint, the District will take all necessary steps to ensure the behavior and the hypothesized function of the behavior are included in the FBA.*
      - 1. The District will use the FBA to develop a BIP that is specific to the behavior that led to the physical restraint.*
      - 2. The District will implement the BIP with fidelity and monitor this implementation to assess the fidelity of implementation and the effectiveness of the BIP.*
        - a. If the BIP is not implemented with fidelity, the District will ensure that training and support is provided to ensure the BIP is implemented with fidelity.*
        - b. If the BIP is not effective, the District will revise the BIP or develop a new BIP.*
    - ii. If the FBA does include the behavior resulting in the physical restraint, the District will review the FBA to ensure the function of the behavior resulting in the physical restraint matches the function identified during the crisis prevention and physical restraint processes.*
      - 1. If the function in the FBA does not match the function identified in the crisis prevention and physical restraint processes, the District will ensure the new behavior and the hypothesized function of that behavior are included in the FBA. The District will use the FBA to develop a BIP that is specific to the behavior that led to the physical restraint. The District will implement the BIP with fidelity and monitor this implementation to assess the fidelity of implementation and the effectiveness of the BIP.*

- a. *If the BIP is not implemented with fidelity, the District will ensure that training and support is provided to ensure the BIP is implemented with fidelity.*
  - b. *If the BIP is not effective, the District will revise the BIP or develop a new BIP.*
- iii. *If the FBA includes the function identified in the crisis prevention and physical restraint processes, the District will review the BIP to ensure that the BIP is implemented with fidelity and that the BIP is effective. The District will implement the BIP with fidelity and monitor this implementation to assess the fidelity of implementation and the effectiveness of the BIP.*
1. *If the BIP is not implemented with fidelity, the District will ensure that training and support is provided to ensure the BIP is implemented with fidelity.*
  2. *If the BIP is not effective, the District will revise the BIP or develop a new BIP.*

*Proposed Procedure 616b*

### **Mitigating Toxic Stress Response in Students Identified with Traumatic Childhood Events**

*The District recognizes that the impact of early childhood traumatic events may be immediate and the cause and subsequent response may be easily identifiable. However, events and reminders of a traumatic event may bring back fears, intense physical reactions and post-traumatic stress reactions long after the traumatic event occurred. As educators, it is our responsibility to not only identify the traumatic events, but to anticipate and mitigate the potential negative behavioral response(s) the event might elicit, regardless of when the event occurred.*

*Pursuant to the Crisis Prevention Policy 613*

1. *Within two (2) days of a physical restraint event, the District will conduct a systematic review of the student's FBA and BIP in accordance with District Procedure 616a, "Requirements for FBAs/BIPs Following Physical Restraint Event."*

*The review of the BIP will include the identification/addition of strategies designed to mitigate the response to toxic stress and anxiety. Considerations for strategies in the BIP include, but are not limited to:*

- *Create a Meaningful Connection*
  - *Create personal space for the student in the classroom*
  - *Reduce sensory overload*
  - *Connect with the student through play, drawing, writing*
- *Build a Purposeful Structure*
  - *Set boundaries that create security*
  - *Allow the student to help create the structure*
  - *Allow for flexibility in the structure*
  - *Communicate change in routines to reduce anxiety*
- *Manage Conflict*
  - *Be selective and consistent about correction reasons and methods*
  - *Create rules to eliminate power struggles*
  - *Engage the student in identifying their thoughts and feelings when conflict is emerging*
  - *Respond to what is happening in the moment - model composure*

### Identifying Traumatic Childhood Events Following a Restraint Incident

*The District believes that all behavior is a form of communication. Students behave well if they can. When students demonstrate behavior misaligned with our expectations they are demonstrating that they have yet to develop an adaptive approach to support an unmet need. Sometimes, the student is communicating that they have not resolved issues caused by traumatic events in their past. The District also acknowledges that children and youth of some groups are at increased risk of exposure to traumatic events. These groups include racial and ethnic minorities including immigrants and refugees; those from low-income families; those who identify as LGBTQI+; and males. As educators, we are responsible for viewing behavior errors as teaching opportunities, providing restorative opportunities to repair harm and learn how to effectively navigate these situations.*

*Pursuant to the Crisis Prevention Policy 613*

- 1. Within two (2) days of a physical restraint event, the District will conduct a systematic review of the student's FBA and BIP in accordance with Procedure 616a, "Requirements for FBAs/BIPs Following Physical Restraint Event."*

*The review of the FBA will include the identification of traumatic events the student may have experienced, including, but not limited to:*

- *History of abuse*
- *Violence between parents or caregivers*
- *Neglect (food, clothing, shelter, love)*
- *Alcohol addiction or substance abuse in the home*
- *Exposure to peer and/or community violence*
- *Loss of a parent or caregiver*
- *Suicide attempt*
- *Victim of persistent bullying or physical violence*

*This information can be obtained using one or more of the following methods:*

- *Student interview*
- *Parent interview*
- *Student records review:*
  - *Attendance records*
  - *Discipline records*
  - *Health records*
  - *FRL status*
  - *Court orders*
  - *DHS reports*
  - *SEL data*
  - *Achievement data*

## Energy/Utility Usage

The District has an interest in promoting environmental awareness, energy conservation, and sustainable practices. Administration at each District facility is responsible for the utility usage at that site to ensure the District meets its goals in sustainability and energy/utility conservation. In addition, individual employees are encouraged to monitor energy/utility usage at their specific work area.

The following strategies support the District's Sustainability Plan. Further information on conservation strategies, practices, and programs are outlined in the plan found on the District's website.

The following strategies support the District-wide energy and utility usage efforts.

### ELECTRICAL REDUCTION STRATEGIES

Whenever possible the District will use LED to replace light fixtures.

#### Interior Lighting

- Classroom/office lights should be turned off when the space is unoccupied. Individuals should not rely on occupancy sensors to turn lights off.
- Natural lighting is recommended. Classroom/office lighting should otherwise be at the lowest level necessary.
- LED lamps/bulbs should be used for all task lighting. For energy conservation, best practice is the use of one task lamp per workstation.
- Large District spaces (gymnasiums, cafeterias, auditoriums, meeting rooms, etc.) with dual switching shall use lower light levels for day-to-day operations. When the space is not in use, lighting should be turned off.
- Decorative LED lighting (string lights, rope lights, holiday lights, etc.) are permitted only for special events. Installation of such lighting must adhere to building/fire codes. Lights must be removed upon completion of the event.
- Display cases will be lit using LED fixtures only. Lighting in existing display cases will be upgraded to LED technology as fixtures are replaced.

#### Exterior Lighting

- Activity field lighting should be switched off as soon as possible following an activity/event.
- Activity field lighting should not be used for routine grounds maintenance activities such as mowing.
- Tennis court lighting will be provided according to District procedures.
- Parking lot/security lighting will be provided according to code.

#### District-Owned/Program-Related Appliances

- The District will provide refrigerators, microwave ovens, and coffee makers for staff use in designated areas of each facility as determined by the Buildings & Grounds Manager in cooperation with building administration.
- All appliances purchased and installed on District property will be "Energy Star" rated.
- When possible, kilns, self-cleaning ovens, and other high-energy use items should be scheduled to run between 2:00 p.m. and 5:00 a.m. to reduce demand power charges.
- Concession stands will be equipped with minimal appliances, as approved by the building/department administrator. Appliances should be operated only during the school activity season and should be unplugged and contents removed at the end of the season.
- Vending machine lamps that are not LED will be removed and the ballasts disconnected. Occupancy sensors will be installed on all beverage machines, excluding dairy. Vending machines will be operated per Board regulation and procedure.
- Non-essential appliances will be unplugged during summer and winter breaks.

### Personal Appliances

- Building/department administrators may approve personal appliances for curriculum or required medical needs as prescribed by a medical professional. ***Administrators should notify the Buildings & Grounds Manager of approvals, location of item(s) approved, and duration of request.***
- When a school/department event requires the use of personal appliances (crock pots, warming plates, etc.), a temporary exemption may be granted by the building/department administrator. Use of such appliances must adhere to building/fire codes. All appliances must be removed at the conclusion of the event.
- Other personal appliances/electrical devices are not allowed. The following are examples ***only and not a complete list:***
  - Aroma generating devices
  - Box fans
  - Coffee Makers
  - Cup Warmers
  - Fish Tanks
  - Hot plates
  - Popcorn poppers
  - Microwaves
  - Refrigerators of any size
  - Space heaters
  - Toasters & Toaster Ovens

### Computer and Office Equipment

- When possible, all new computers, computer peripherals, and office equipment purchased must be “Energy Star” rated.
- Computers and projectors will be turned off at the end of each school/work day unless the employee has received approval from the building/department administrator.
- Copiers will be set to an energy-saving mode.
- Other equipment must be turned off when not in use and at the end of the work day.

## HEATING AND COOLING REDUCTION STRATEGIES

### Temperature Settings

- District temperature settings can be found on the District’s website.

### Conservation Measures

- Computers, other technology equipment, and items that may artificially impact temperature settings should not be placed near thermostats.
- Ventilation ducts, return grilles, and floor-mounted heating/cooling units should not be obstructed.
- Exterior-facing window blinds and drapes should be closed at the end of the school/work day.
- Window air conditioners should be turned off at the end of the school/work day and should remain off during the summer unless the space is occupied.
- When possible, concession buildings, outdoor restroom facilities, and other similar small structures will not be heated during winter months. Buildings will be winterized at the end of the fall activity season.
- Outside of the school day, gymnasiums will only be air conditioned for events as approved by the Facility Use Scheduler.
- Doors leading to classrooms or other occupied areas shall remain closed while the building is being heated or cooled. It is also the case that interior classroom/office doors must remain closed per Fire Code.

## SCHOOL KITCHENS

- Ventilation and exhaust fans run only during hours of operation or when the kitchen temperature exceeds 80 degrees Fahrenheit.
- Walk-in freezers and coolers and stand-alone freezers and coolers will remain off during summer months unless summer programming is in session and/or additional storage space is needed.
- For optimal efficiency, preventative maintenance schedule will include regular cleaning of vent hoods and refrigerator/freezer condensing coils.

## WATER REDUCTION STRATEGIES

### Grounds Watering and Irrigation

- Irrigation of District property is permitted in select areas to establish new grass turf and/or promote new seed growth. The amount of water used should be sufficient to establish grass according to water conservation practices. Control measures will be part of all irrigation systems.
- Activity fields will be irrigated between the hours of 7 p.m. and 8 a.m. to support water reduction efforts.
- Irrigation systems will be manually turned off when rainfall reaches 1/2 inch per week.
- Mulch should be used to reduce evaporation. The District encourages storm-water collection methods for gardens not producing food.
- Domestic water systems may be used for District gardens with the approval of the building/department administrator and according to water conservation practices.

### GARBAGE & RECYCLING

- Recycling is required for all schools. District administration as well as Building administration will support the recycling program to ensure the success of the program.
- ~~Custodians will partner with students and staff for removal of recycling from the building.~~ ***Students and staff are encouraged to remove recycling from classrooms and offices to a designated location. Custodial staff will remove the collected recycling from the building.***
- Recycling containers will be available in each classroom and in common areas for use.

Approved: 04-12-2021



## CONSENT AGENDA

**BA-23-042/04 Agreement – Cedar Rapids Community School District and Leaders, Believers, Achievers Foundation - Data Sharing & Use - 2022-2023 School Year (Craig Barnum)**

Exhibit: BA-23-042/04.1-4

### **Action Item**

#### **Pertinent Fact(s):**

The Board is asked to consider the approval of the Data Sharing Agreement for Cedar Rapids Community Schools to provide the following:

**Leaders, Believers, Achievers Foundation** - pertinent data to support the LBAF's mission to Inspire Hope to tomorrow's Leaders, Believers and Achievers. Centering on their core principles of Academic Excellence, Character and Leadership and Healthy Lifestyles and Positive Choices through the coordination of resources and other joint and cooperative action between the District and LBAF to support student welfare and academic achievement.

#### **Recommendation:**

It is recommended that the Board of Education approve the Data Sharing Agreement between the Cedar Rapids Community School District and Leaders, Believers, Achievers Foundation for the 2022-2023 School Year.

## DATA SHARING AND USE AGREEMENT

This Data Sharing and Use Agreement (Agreement) is entered into on the date last signed below by and between the Cedar Rapids Community School District (Provider), having as its principal place of business 2500 Edgewood Road NW, Cedar Rapids, Iowa and Leaders, Believers, Achievers Foundation aka LBAF (Recipient), having as its principal place of business PO BOX 544 Cedar Rapids, IA 52401-0544 for the purposes set forth hereinafter. This Agreement will be in force from the date last signed below through and including 6/30/2023.

WHEREAS, Provider maintains certain data collected from various sources.

WHEREAS, Recipient wishes to receive a copy of certain data (Restricted Data).

NOW, THEREFORE, in consideration of the promises made herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

### I. SCOPE AND PURPOSE

The Data requested by Recipient (defined in Section II below) is protected under the Family Educational Rights and Privacy Act of 1974 (FERPA). As such, Provider is sharing Data under the FERPA school official exception (CFR 99.31(a)(1)(i)(B)). Under this exception, the signing party is considered both a school official and to have a legitimate educational interest in the data as stated in the District's annual FERPA notification to parents and eligible students.

- a. This Agreement sets forth the terms and conditions pursuant to which Provider will disclose Restricted Data to Recipient, as well as the purposes for which Restricted Data may be used and the restrictions pertaining to Recipients use of Restricted Data.
- b. Provider agrees to provide to Recipient the Restricted Data designated in Section II.
- c. Recipient agrees to use said Restricted Data solely for the purpose described below and consistent with Recipient's obligations as set forth in Section III.
  - **Purpose:** The purpose of this data is to support the LBAF's mission to Inspire Hope to tomorrow's Leaders, Believers and Achievers. Centering on their core principles of Academic Excellence, Character and Leadership and Healthy Lifestyles and Positive Choices through the coordination of resources and other joint and cooperative action between the District and LBAF to support student welfare and academic achievement.

### II. RESTRICTED DATA

- a. For purposes of this Agreement, the following is designated as Restricted Data to be provided to Recipient:

The following data will be shared for students participating in the program.

**Student Data:** Name, Student Number, School, Grade Level, Race/Ethnicity, Gender, IEP Status, Section 504 Status, ELL Status, Gifted Status

**Attendance Data:** Attendance in the form of days missed and days attended

**Discipline Data:** Major Referrals and Suspensions

**SEB Data:** SEB Data collected by the District

**Academic Data:** Grade data, GPA data, and standardized test data (FAST, iReady, MAP, ISASP), as applicable.

All other district comparison data will be shared only at the aggregate level., FAST reading scores

- b. Restricted Data provided to Recipient will still be under the direct control of Provider. As such Provider

can make any request of aforementioned Restricted Data at any future date (i.e. wholesale revision, deletion, return, etc.).

### III. RECIPIENT'S OBLIGATIONS

- a. Recipient agrees to the following with respect to its use and management of the Restricted Data:
- Recipient agrees to use Restricted Data only for the purposes set forth in Section I above. Specifically, use of this Data for marketing purposes is strictly prohibited under School Official Exception.
  - Recipient agrees to ensure that any agent (including subcontractors) to whom it provides Restricted Data for purposes of collaborating agrees to the same conditions and restrictions that apply through this Agreement to the Recipient with respect to Restricted Data. Recipient will not otherwise disclose in any fashion Restricted Data to any person or entity.
  - Recipient agrees to use Restricted Data only to the extent necessary to facilitate completion of the scope and purpose outlined in Section I. Any use beyond this scope and purpose is limited to statistical summary information and Recipient agrees not to identify or attempt to identify any individuals or families whose information may be represented in Restricted Data. If such an identification occurs inadvertently, Recipient will immediately report this event to Provider. Recipient agrees to mitigate, to the extent feasible, any harmful effect known to Recipient as a result of such inadvertent identification, including, but not limited to, holding the Provider harmless and indemnifying the Provider.
  - Recipient will make no attempt to sell Restricted Data or to link it with any other dataset, unless such activity receives prior written approval from an authorized representative of Provider.
  - Recipient agrees to designate an individual as its custodian of Restricted Data on its behalf, who will be personally responsible for the observance of all conditions for use and secure maintenance of Restricted Data. Recipient will identify its custodian to Provider and will notify Provider of any change of custodianship. The identified custodian's name or position is listed here: Kerry Crowell

### IV. DATA SECURITY

- a. Recipient agrees to use appropriate safeguards to prevent use or disclosure of Restricted Data other than as provided for by this Agreement.

### V. DATA DESTRUCTION

- a. Recipient agrees to destroy Restricted Data within thirty (30) days of the completion of the Recipient's intended use of the Restricted Data and will attest in writing to such return or destruction within that time. Methods for destruction are listed in the points that follow.
- b. If Recipient has created files using Restricted Data, those files will be returned to the Cedar Rapids Community School District within thirty (30) days of the completion of the Recipient's intended use of the Restricted Data. The District will archive the file in case it is needed for future replication or evaluation of findings.
- c. Recipient agrees to destroy all personally identifiable information as it pertains to the requested data – including any copies of the information that may reside in system backups, temporary files, or other storage media.
- d. **Physical Data**
- Recipient agrees to use secure means to render all physical paper copies of Restricted Data safe for disposal or recycling (via shredding, pulverizing, incinerating, etc.).
  - Recipient agrees to destroy all CDs, DVDs, and magneto-optical disks containing the Restricted Data by pulverizing, cross-cut shredding, or burning.
- e. **Electronic Data**
- Recipient agrees to use appropriate data deletion methods to ensure destroyed Restricted

Data cannot be recovered.

- If possible, Recipient agrees to work with their IT Professional to ensure proper deletion of records consistent with technology best practice standards.

## VI. DATA BREACHES

- a. Data breaches will be defined as an unauthorized acquisition of computerized data, or other form that was transferred from computerized form that compromises the security, confidentiality, or integrity of personal information maintained by Recipient.
- b. Recipient agrees to provide written notice to Provider of any use or disclosure of Restricted Data not provided for by this Agreement of which Recipient becomes aware within five (5) business days of its discovery.
- c. Recipient agrees to provide notices to affected individuals in the most expeditious time possible and without unreasonable delay. For breaches that require notification to more than 500 individuals, written notice must also be given to the director of the consumer protection division of the office of the attorney general within 5 business days after giving notice of the breach to any consumer.

## VII. TERM AND TERMINATION

- a. This Agreement will become effective on the last date signed below and will continue through 6/30/2023.

## VIII. CONTRACT BREACHES

- a. Upon material breach or violation of this Agreement by Recipient, if Recipient does not cure such breach or violation within twenty (20) business days of notice thereof from Provider, Provider may terminate this Agreement and request that Recipient destroy or return all Restricted Data provided by Provider to Recipient and by Recipient to any of its agents or subcontractors. If so requested by Provider, Recipient will ensure that all originals and copies of Restricted Data, on all media and as held by either Recipient or its agents or subcontractors, will be either returned to Provider or destroyed as requested within twenty (20) business days of termination of this Agreement and will attest in writing to such return or destruction within that time. In addition, in the event of breach or violation, regardless of whether the breach or violation results in termination, Provider may, in its sole discretion, take one or more of the following actions:
  - Prohibit Recipient from obtaining future access to Provider's data files and data elements,
  - Use any and all remedies as may be available to it under law, including seeking injunctive relief, to prevent unauthorized use or disclosure of Restricted Data by Recipient, and/or
  - Require Recipient to submit a corrective plan with steps designed to prevent any future unauthorized disclosures or uses.

## IX. GENERAL

- a. The parties agree to amend this Agreement from time to time as necessary by mutual agreement to comply with all applicable federal and state requirements regarding privacy and confidentiality of Restricted Data.
- b. Any ambiguity in this Agreement shall be resolved to permit Provider to comply with all applicable federal and state requirements regarding privacy and confidentiality of Restricted Data.
- c. The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or any other provision hereof and shall not affect the right of either party to require performance at a later time.
- d. Neither party may assign this Agreement without prior written consent of the other party. This Agreement will be binding upon and will be for the benefit of the parties hereto and their respective successors and assigns.

X. CONTACT PERSONS

- a. The Contact Persons shall serve until the expiration of the Agreement or the designation of a substitute Contact Person. During the term of this Agreement, each Contact Person shall be available to meet, as otherwise mutually agreed, to plan the services being provided under the Agreement. The Contact Persons are as follows:

<p><u>PROVIDER:</u></p> <p>Cedar Rapids Community School District Care of Heather Marner 2500 Edgewood Road NW Cedar Rapids, Iowa 52405</p>	<p><u>RECIPIENTS:</u></p> <p>Alphonse O'Bannon Executive Director LBA Foundation PO BOX 544 Cedar Rapids, IA 52401-0544 (319) 533-5095 al@lbajourney.org</p>
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PROVIDER:

Cedar Rapids Community School District

By: \_\_\_\_\_  
Board Secretary

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

RECIPIENTS:

By: Alphonse O'Bannon

Date: 10/01/2022

## CONSENT AGENDA

**BA-23-133      Agreements – Cedar Rapids Community School District and Hawkeye Area  
Community Action Program, Inc. (HACAP) – 2022-2023 School Year (Jessica Luna)**

Exhibit: BA-23-133.1-7

### **Action Item**

#### **Pertinent Fact(s):**

1. Hawkeye Area Community Action Program (HACAP) works collaboratively with CRCSD to provide dental screenings, fluoride varnish, dental sealants and referral assistance to PK and elementary students who attend qualifying schools in the District (per Iowa Department of Public Health) at no cost.
2. CRCSD provides space for screenings, assists with coordination of logistics, informs parents, and obtains parent/guardian consents.

#### **Recommendation:**

It is recommended that the Board of Education approve the on-going Agreement between the Cedar Rapids Community School District and Hawkeye Area Community Action Program, Inc. for the 2022-2023 School Year.

**AGREEMENT BETWEEN  
THE CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT AND  
Hawkeye Area Community Action Program (HACAP)- Contractor for the I-Smile @  
School Program  
FOR ONSITE SERVICES AT DISTRICT BUILDINGS**

THIS AGREEMENT is made and entered into on the **10th** day of **October 2022** by and between the Cedar Rapids Community School District (the “District”) and HACAP. The parties agree as follows:

**1. PURPOSE**

The purpose of this Agreement is to provide dental health screenings and preventive dental services for children and youth through the coordination of resources and other joint and cooperative action between the District and HACAP to support student health, welfare and academic achievement.

**2. TERM**

The term of this Agreement shall be from **October 1, 2022** to **December 31, 2022**  
The parties hereto agree this Agreement shall be effective upon its execution by both parties.

**3. RESPONSIBILITIES OF THE PARTIES**

**HACAP shall be responsible for the following:**

- A. Provide services as outlined in Attachment A: Scope of Services in CRCSO buildings which qualify for dental health services. These buildings qualify due to their status of having 40% or more students with Free/Reduced lunch.
- B. Follow HIPAA regulations regarding sharing health information and confidentiality practices.
- C. Speak positively about the partnership between the organizations and bring any concerns directly to the appropriate district administrator in a timely manner to facilitate collaborative resolution of barriers.
- D. HACAP shall be the sole employer of the employee(s) performing services under this Agreement and shall be solely responsible for the payment of all salaries, benefits, employment taxes, workers' compensation, and all other employment requirements. However, the District reserves the right to refuse the services of any individual employee of HACAP. The employees of HACAP shall comply with the policies, rules, and regulations of the District at all times while acting pursuant to the terms of this Agreement, including specifically, but without limitation, rules regarding confidentiality of employee and student records.

- E. HACAP employees and agents may have access to confidential data maintained by the District to the extent necessary to carry out its responsibilities under the Agreement. No confidential data collected, maintained, or used during performance of the Agreement shall be disseminated except as authorized by law either during the term of the Agreement or afterwards. HACAP shall return all data collected, maintained, created or used in the course of the performance of the Agreement in whatever form it is maintained. HACAP shall notify the District immediately of any instances of which it becomes aware in which the confidentiality of the information has been breached.
- F. HACAP will provide licensed dental hygienist(s) responsible for the following:
  - a. Provide dental screenings, fluoride varnish, to all Pre-K students (as appropriate) in qualifying schools.
  - b. Send screening results via Dental Report home with the child and to school health staff (with parent/guardian consent).
  - c. Collaborate with school health staff and local dental community and resources to help children find a dental home and complete necessary dental treatment.
  - d. Regularly consult with CRCSD Health Services Coordinator and building contacts regarding participation, progress, scheduling, and other logistics.
  - e. Provide a report on number of screenings and findings to the Health Services Coordinator at the completion of the program.

**The District shall be responsible for the following:**

- A. Support the partnership by distributing and collect consent forms, assisting in efficient scheduling of visits by the dental hygienist(s), providing parent/guardian contact information as needed for follow up, and helping to remove barriers for students in accessing care.
- B. Provide an adequate, designated, well-lit space adequate for the hygienists to work while in the school.
- C. Speak positively about the partnership between the organizations and bring any concerns directly to the appropriate district administrator in a timely manner to facilitate collaborative resolution of barriers.
- D. Communicate with HACAP staff regularly to ensure alignment of services across the district.



#### 4. INSURANCE AND INDEMNIFICATION

A. During the duration of this Agreement, HACAP will provide certificates of insurance naming the District as additional insured with general liability insurance limits as follows:

**1. Commercial General Liability (Occurrence Form) – Covering Bodily Injury, Property Damage and Personal Injury:**

General Aggregate (other than Prod/Comp Ops Liability)	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury Liability	\$1,000,000
Each Occurrence	\$1,000,000

- Please list the Cedar Rapids Community School District as an Additional Insured on a primary and noncontributory basis.
- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District
- Governmental Immunities Endorsement should also be included covering:
  - a) Non-waiver of Government Immunity  
The insurance carrier expressly agrees and states that the purchase of this policy, including the Cedar Rapids Community School District as an Additional Insured, does not waive any of the defenses of governmental immunity available to the Cedar Rapids Community School District under Iowa Code as it now exists and as it may be amended.
  - b) Claims Coverage  
The insurance carrier further agrees that this insurance policy shall cover only those claims not subject to the defense of governmental immunity under the Iowa Code as it now exists and as it may be amended.
  - c) Assertion of Government Immunity  
The Cedar Rapids Community School District shall be responsible for asserting any defense of governmental immunity and may do so at any time and shall do so upon the timely written request of the insurance carrier.
  - d) Non-Denial of Coverage  
The insurance carrier shall not deny coverage under this policy or any of the rights and benefits accruing the Cedar Rapids Community School District under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the Cedar Rapids Community School District.
  - e) No Other Change in Policy  
The insurance carrier and the Cedar Rapids Community School District agree that the above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.

**2. Automobile Liability – Covering All Owned, Non-Owned, Hired & Leased Vehicles:**

Combined Single Limit for Bodily Injury and Property Damage \$1,000,000 per accident

- Please list the Cedar Rapids Community School District as an Additional Insured
- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District

**3. Workers Compensation and Employer’s Liability**

Workers’ Compensation	State Statutory Limits
Employer’s Liability – Bodily Injury By Accident	\$100,000 each accident
Employer’s Liability – Bodily Injury by Disease	\$500,000 policy limit
Employer’s Liability – Bodily Injury by Disease	\$100,000 each employee

- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District

**4. Umbrella Liability:**

Per Occurrence	\$1,000,000
Aggregate	\$1,000,000

- Please list the Cedar Rapids Community School District as an Additional Insured on a primary and noncontributory basis.
- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District
- Higher Umbrella Limits may be required based on your contract with the Cedar Rapids Community School District.

**5. Professional Liability:**

Per Occurrence	\$1,000,000
Aggregate	\$1,000,000

- A. The District will indemnify and hold harmless HACAP from and against any and all losses, costs, damages and expenses, including reasonable attorneys' fees and expenses, occasioned by, or arising out of, the District's negligence or willful misconduct in the performance of its duties under this Agreement.
- B. HACAP will indemnify and hold harmless the District from and against any and all losses, costs, damages and expenses, including reasonable attorneys' fees and expenses, occasioned by, or arising out of, HACAP and negligence or willful misconduct in the performance of its duties under this Agreement.

**5. TERMINATION**

- A. Termination for Cause. The occurrence of any one or more of the following events shall constitute cause for either party to declare the other party in default of its obligations under the Agreement:
  - a. Failure to make substantial and timely progress toward performance of the Agreement.
  - b. Failure of the party's work product and services to conform with any specifications noted herein.
  - c. Any other breach of the terms of this agreement.

- B. Notice of Default. If there occurs a default event under Section 5A, the non-defaulting party shall provide written notice to the defaulting party requesting that the breach or noncompliance be immediately remedied. If the breach or noncompliance continues to be evidenced ten days beyond the date specified in the written notice, the non-defaulting party may either:
- i. Immediately terminate the Agreement without additional written notice; or,
  - ii. Enforce the terms and conditions of the Agreement and seek any available legal or equitable remedies.

In either event, the non-defaulting party may seek damages as a result of the breach or failure to comply with the terms of the Agreement.

## **6. ADMINISTRATION**

- A. No separate legal or administrative entity shall be created by this Agreement. The Director of Culture and Climate Transformation shall be designated as the administrator of the Agreement.
- B. No separate budget shall be established in connection with this Agreement.
- C. It is not contemplated that there will be any acquiring, holding or disposing of real or personal property in connection with the joint undertaking outlined in this Agreement.

## **7. ACKNOWLEDGEMENT AND CERTIFICATION OF BACKGROUND CHECK**

- A. HACAP is providing services to the District as an independent contractor or is operating or managing the operations of an independent contractor. The services provided by the HACAP may involve the presence of the HACAP employees or volunteers upon the real property of the schools of the District.
- B. The Company acknowledges that the law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of the schools of the District. HACAP further acknowledges that, pursuant to law, a sex offender who has been convicted of a sex offense against a minor may not operate, manage, be employed by, or act as a contractor or volunteer at the schools of the District.
- C. HACAP hereby certifies that no one who is an owner, operator or manager of the HACAP has been convicted of a sex offense against a minor. HACAP further agrees that it shall not permit any person who is a sex offender convicted of a sex offense against a minor to provide any services to the District in accordance with the prohibitions set forth above.

- D. This Acknowledgment and Certification is to be construed under the laws of the State of Iowa. If any portion hereof is held invalid, the balance of the document shall, notwithstanding, continue in full legal force and effect.
- E. In signing this Acknowledgment and Certification, the person signing on behalf of the Company hereby acknowledges that he/she has read this entire document that he/she understands its terms, and that he/she has signed it knowingly and voluntarily.

**8. NON-DISCRIMINATION ASSURANCE**

- A. HACAP will take steps to assure that discrimination based on race, color, national origin, sex, religion, creed, marital status, sexual orientation, gender identity, socioeconomic status or English language skills does not occur per Cedar Rapids Community School District Board of Education Policy 102.

**9. CONTACT PERSON**

The Contact Persons shall serve until the expiration of the Agreement or the designation of a substitute Contact Person. During the term of this Agreement, each Contact Person shall be available to meet, as otherwise mutually agreed, to plan the services being provided under the Agreement. The Contact Persons are as follows:

<p><b><u>Jessica Luna</u></b>          Culture and Climate Transformation Director          Cedar Rapids Community Schools          2500 Edgewood Rd NW          Cedar Rapids, IA 52405          (319) 558-4261          jluna@crschools.us</p>	<p><b><u>Diana Strahan</u></b>          Director, Family and Community Health Alliance          HACAP          1515 Hawkeye Drive          Hiawatha, IA 52233          (319)739-0601          dstrahan@hacap.org</p>
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**Cedar Rapids Community School District**

**HACAP- Contractor for the I-Smile @ School Program**

By: \_\_\_\_\_  
 Laurel A. Day, Board Secretary

By: \_\_\_\_\_  
 HACAP Director

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

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

## **ATTACHMENT A SCOPE OF SERVICES**

**HACAP will provide licensed dental hygienist(s) responsible for the following:**

Offer dental screenings, fluoride varnish, and dental sealants to 2<sup>nd</sup> through 5<sup>th</sup> grade (as appropriate) in qualifying schools with parent/guardian consent. Send screening results via Dental Report home with the child and to school health staff. Collaborate with school health staff and local dental community and resources to help children find a dental home and complete necessary dental treatment. Regularly consult with the Health Services Coordinator and building contacts regarding participation, progress, scheduling, and other logistics. Provide a report on the number of screenings and findings to the Health Services Coordinator.

## CONSENT AGENDA

**BA-23-134 Agreement – Cedar Rapids Community School District and UnityPoint Health - St. Luke’s Dental Health Center – 2022-2023 School Year (Jessica Luna)**

Exhibit: BA-23-134.1-7

### **Action Item**

#### **Pertinent Fact(s):**

1. UnityPoint Health - St. Luke’s Dental Health Center works collaboratively with CRCSD to provide dental screenings, fluoride varnish, dental sealants and referral assistance to PK and elementary students who attend qualifying schools in the district (per Iowa Department of Public Health) at no cost.
2. CRCSD provides space for screenings, assists with coordination of logistics, informs parents, and obtains parent/guardian consents.

#### **Recommendation:**

It is recommended that the Board of Education approve the on-going Agreement between the Cedar Rapids Community School District and UnityPoint Health - St. Luke’s Dental Health Center for the 2022-2023 School Year.

**AGREEMENT BETWEEN  
THE CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT AND  
UNITYPOINT HEALTH ST. LUKE’S HOSPITAL DENTAL HEALTH CENTER  
FOR ONSITE SERVICES AT DISTRICT BUILDINGS**

THIS AGREEMENT is made and entered into on the **10th** day of **October 2022** by and between the Cedar Rapids Community School District (the “District”) and UnityPoint Health (UPH) St. Luke’s Hospital Dental Health Center (“the DHC”). The parties agree as follows:

**1. PURPOSE**

The purpose of this Agreement is to provide dental health screenings and preventive dental services for children and youth through the coordination of resources and other joint and cooperative action between the District and the DHC to support student health, welfare and academic achievement.

**2. TERM**

The term of this Agreement shall be from **September 1, 2022** to **June 1, 2023**. The parties hereto agree this Agreement shall be effective upon its execution by both parties. The agreement shall automatically renew for successive periods of one (1) year each with the provisions contained herein.

**3. RESPONSIBILITIES OF THE PARTIES**

**The DHC shall be responsible for the following:**

- A. Provide services as outlined in Attachment A: Scope of Services in CRCSO buildings which qualify for dental health services. These buildings qualify due to their status of having 40% or more students with Free/Reduced lunch.
- B. Follow HIPAA regulations regarding sharing health information and confidentiality practices.
- C. Speak positively about the partnership between the organizations and bring any concerns directly to the appropriate district administrator in a timely manner to facilitate collaborative resolution of barriers.
- D. The DHC shall be the sole employer of the employee(s) performing services under this Agreement and shall be solely responsible for the payment of all salaries, benefits, employment taxes, workers' compensation, and all other employment requirements. However, the District reserves the right to refuse the services of any individual employee of the DHC. The employees of the DHC shall comply with the policies, rules, and regulations of the District at all times while acting pursuant to the terms of this Agreement, including specifically, but without limitation, rules regarding confidentiality of employee and student records.

- E. DHC employees and agents may have access to confidential data maintained by the District to the extent necessary to carry out its responsibilities under the Agreement. No confidential data collected, maintained, or used during performance of the Agreement shall be disseminated except as authorized by law either during the term of the Agreement or afterwards. DHC shall return all data collected, maintained, created or used in the course of the performance of the Agreement in whatever form it is maintained. The DHC shall notify the District immediately of any instances of which it becomes aware in which the confidentiality of the information has been breached.
- F. The DHC will provide licensed dental hygienist(s) responsible for the following:
  - a. Provide dental screenings, fluoride varnish, to all Pre-K students (as appropriate) in qualifying schools.
  - b. Send screening results via Dental Report home with the child and to school health staff (with parent/guardian consent).
  - c. Collaborate with school health staff and local dental community and resources to help children find a dental home and complete necessary dental treatment.
  - d. Regularly consult with CRCSD Health Services Coordinator and building contacts regarding participation, progress, scheduling, and other logistics.
  - e. Provide a report on number of screenings and findings to the Health Services Coordinator at the completion of the program.

**The District shall be responsible for the following:**

- A. Support the partnership by distributing and collect consent forms, assisting in efficient scheduling of visits by the dental hygienist(s), providing parent/guardian contact information as needed for follow up, and helping to remove barriers for students in accessing care.
- B. Provide an adequate, designated, well-lit space adequate for the hygienists to work while in the school.
- C. Speak positively about the partnership between the organizations and bring any concerns directly to the appropriate district administrator in a timely manner to facilitate collaborative resolution of barriers.
- D. Communicate with DHC staff regularly to ensure alignment of services across the district.



#### 4. INSURANCE AND INDEMNIFICATION

A. During the duration of this Agreement, the DHC will provide certificates of insurance naming the District as additional insured with general liability insurance limits as follows:

**1. Commercial General Liability (Occurrence Form) – Covering Bodily Injury, Property Damage and Personal Injury:**

General Aggregate (other than Prod/Comp Ops Liability)	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury Liability	\$1,000,000
Each Occurrence	\$1,000,000

- Please list the Cedar Rapids Community School District as an Additional Insured on a primary and noncontributory basis.
- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District
- Governmental Immunities Endorsement should also be included covering:
  - a) Non-waiver of Government Immunity  
The insurance carrier expressly agrees and states that the purchase of this policy, including the Cedar Rapids Community School District as an Additional Insured, does not waive any of the defenses of governmental immunity available to the Cedar Rapids Community School District under Iowa Code as it now exists and as it may be amended.
  - b) Claims Coverage  
The insurance carrier further agrees that this insurance policy shall cover only those claims not subject to the defense of governmental immunity under the Iowa Code as it now exists and as it may be amended.
  - c) Assertion of Government Immunity  
The Cedar Rapids Community School District shall be responsible for asserting any defense of governmental immunity and may do so at any time and shall do so upon the timely written request of the insurance carrier.
  - d) Non-Denial of Coverage  
The insurance carrier shall not deny coverage under this policy or any of the rights and benefits accruing the Cedar Rapids Community School District under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the Cedar Rapids Community School District.
  - e) No Other Change in Policy  
The insurance carrier and the Cedar Rapids Community School District agree that the above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.

**2. Automobile Liability – Covering All Owned, Non-Owned, Hired & Leased Vehicles:**

Combined Single Limit for Bodily Injury and Property Damage \$1,000,000 per accident

- Please list the Cedar Rapids Community School District as an Additional Insured
- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District

**3. Workers Compensation and Employer’s Liability**

Workers’ Compensation	State Statutory Limits
Employer’s Liability – Bodily Injury By Accident	\$100,000 each accident
Employer’s Liability – Bodily Injury by Disease	\$500,000 policy limit
Employer’s Liability – Bodily Injury by Disease	\$100,000 each employee

- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District

**4. Umbrella Liability:**

Per Occurrence	\$1,000,000
Aggregate	\$1,000,000

- Please list the Cedar Rapids Community School District as an Additional Insured on a primary and noncontributory basis.
- Please also include a Waiver of Subrogation in favor of the Cedar Rapids Community School District
- Higher Umbrella Limits may be required based on your contract with the Cedar Rapids Community School District.

**5. Professional Liability:**

Per Occurrence	\$1,000,000
Aggregate	\$1,000,000

- A. The District will indemnify and hold harmless DHC from and against any and all losses, costs, damages and expenses, including reasonable attorneys' fees and expenses, occasioned by, or arising out of, the District's negligence or willful misconduct in the performance of its duties under this Agreement.
- B. The DHC will indemnify and hold harmless the District from and against any and all losses, costs, damages and expenses, including reasonable attorneys' fees and expenses, occasioned by, or arising out of, DHC and negligence or willful misconduct in the performance of its duties under this Agreement.

**5. TERMINATION**

- A. Termination for Cause. The occurrence of any one or more of the following events shall constitute cause for either party to declare the other party in default of its obligations under the Agreement:
  - a. Failure to make substantial and timely progress toward performance of the Agreement.
  - b. Failure of the party's work product and services to conform with any specifications noted herein.
  - c. Any other breach of the terms of this agreement.

- B. Notice of Default. If there occurs a default event under Section 5A, the non-defaulting party shall provide written notice to the defaulting party requesting that the breach or noncompliance be immediately remedied. If the breach or noncompliance continues to be evidenced ten days beyond the date specified in the written notice, the non-defaulting party may either:
- i. Immediately terminate the Agreement without additional written notice; or,
  - ii. Enforce the terms and conditions of the Agreement and seek any available legal or equitable remedies.

In either event, the non-defaulting party may seek damages as a result of the breach or failure to comply with the terms of the Agreement.

## **6. ADMINISTRATION**

- A. No separate legal or administrative entity shall be created by this Agreement. The Director of Climate and Culture Transformation shall be designated as the administrator of the Agreement.
- B. No separate budget shall be established in connection with this Agreement.
- C. It is not contemplated that there will be any acquiring, holding or disposing of real or personal property in connection with the joint undertaking outlined in this Agreement.

## **7. ACKNOWLEDGEMENT AND CERTIFICATION OF BACKGROUND CHECK**

- A. The DHC is providing services to the District as an independent contractor or is operating or managing the operations of an independent contractor. The services provided by the DHC may involve the presence of the DHC employees or volunteers upon the real property of the schools of the District.
- B. The Company acknowledges that the law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of the schools of the District. The DHC further acknowledges that, pursuant to law, a sex offender who has been convicted of a sex offense against a minor may not operate, manage, be employed by, or act as a contractor or volunteer at the schools of the District.
- C. The DHC hereby certifies that no one who is an owner, operator or manager of the DHC has been convicted of a sex offense against a minor. The DHC further agrees that it shall not permit any person who is a sex offender convicted of a sex offense against a minor to provide any services to the District in accordance with the prohibitions set forth above.

- D. This Acknowledgment and Certification is to be construed under the laws of the State of Iowa. If any portion hereof is held invalid, the balance of the document shall, notwithstanding, continue in full legal force and effect.
- E. In signing this Acknowledgment and Certification, the person signing on behalf of the Company hereby acknowledges that he/she has read this entire document that he/she understands its terms, and that he/she has signed it knowingly and voluntarily.

**8. NON-DISCRIMINATION ASSURANCE**

- A. The DHC will take steps to assure that discrimination based on race, color, national origin, sex, religion, creed, marital status, sexual orientation, gender identity, socioeconomic status or English language skills does not occur per Cedar Rapids Community School District Board of Education Policy 102.

**9. CONTACT PERSON**

The Contact Persons shall serve until the expiration of the Agreement or the designation of a substitute Contact Person. During the term of this Agreement, each Contact Person shall be available to meet, as otherwise mutually agreed, to plan the services being provided under the Agreement. The Contact Persons are as follows:

<p><b><u>Jessica Luna</u></b>          Culture and Climate Transformation Director          Cedar Rapids Community Schools          2500 Edgewood Rd NW          Cedar Rapids, IA 52405          (319) 558-4261          jluna@crschools.us</p>	<p><b><u>Diane Seelau</u></b>          Director, Women’s and Children’s Health          UnityPoint Health - St. Luke’s Hospital          150 11<sup>th</sup> St NE          Cedar Rapids, IA 52402          (319) 369-8784          Diane.Seelau@unitypoint.org</p>
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**Cedar Rapids Community School District**

**UnityPoint Health – St. Luke’s Hospital Dental Health Center**

By:

By:

\_\_\_\_\_  
 Laurel A. Day, Board Secretary

\_\_\_\_\_  
 UPH Dental Health Center Director

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

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

## **ATTACHMENT A SCOPE OF SERVICES**

**Unity Point DHC will provide licensed dental hygienist(s) responsible for the following:**

Offer dental screenings and fluoride varnish to PK through 5<sup>th</sup> grade (as appropriate) in qualifying schools with parent/guardian consent. Send screening results via Dental Report home with the child and to school health staff. Collaborate with school health staff and local dental community and resources to help children find a dental home and complete necessary dental treatment. Regularly consult with the Health Services Coordinator and building contacts regarding participation, progress, scheduling, and other logistics. Provide a report on the number of screenings and findings to the Health Services Coordinator.

## CONSENT AGENDA

**BA-23-135 Agreement – Cedar Rapids Community School District and Novus Insight - Magnet School Lottery Services - 2023-2024 School Year (Adam Zimmermann)**

Exhibit: BA-23-135.1-9

### **Action Item**

#### **Pertinent Fact(s):**

1. Novus Insights provides the application and lottery services to Cedar Rapids Community School District. The proposal encompasses 3 lotteries for 6 schools within the District (3 elementary, 2 middle, 1 high school). Pricing encompasses managing the online application process and lottery for each school, plus supporting the application and CRCSD administrators throughout the year.
2. Scope of services will include:
  - a. Application and lottery customization
  - b. Running practice lottery using school data
  - c. Running live lottery
  - d. Unlimited administrator accounts
  - e. Year-round application access for parents and administrators
  - f. Year-round phone and email support
  - g. Lottery consulting services
  - h. Private Cloud application hosting, backup services, application data retention, and audit logging.

#### **Recommendation:**

It is recommended that the Board of Education approve the Agreement between the Cedar Rapids Community School District and Novus Insight - Magnet School Lottery Services for the 2023-2024 School Year.

# **Novus Choice Application & Lottery Services**

2023 - 2024 School Year

**Prepared for:**

**Cedar Rapids Community School District**

**Delivered:**

**September 22, 2022**

**Prepared by:**

**Novus Insight**

**This document is strictly private, confidential, and personal to its recipients and should not be copied, distributed, or reproduced in whole or in part, nor passed to any third party.**

September 22, 2022

Adam Zimmermann  
355 18th Street SE  
Cedar Rapids , IA 52403  
azimmermann@crschools.us

Adam & Jillian,

Enclosed is a service renewal proposal for CRCSD to renew student application and lottery services and support for the 2023-24 school year.

The pricing is fixed and all-inclusive. There are no add-on costs you should expect to see unless work beyond the scope of this proposal is requested, at which point we reserve the right to quote and charge separately as a project (for example, GIS integration work that takes more than an hour or two to complete). This agreement also reflects a shift to a 2nd platform Novus has developed to support application, lottery, and other enrollment-related services. This other platform provides 100% of the features and functionality available in the existing Novus Choice platform, plus a long list of new features and functionality.

The full terms and conditions for this service agreement are located at <https://novusinsight.com/master-services-terms-conditions/>.

Sincerely,

Joe McGrattan  
Novus Insight, Inc.



## Proposal Summary

This service renewal agreement is for providing application and lottery services to Novus Insight, Inc.. The service coverage is for application submission and lottery + waitlist management for 6 schools within the district (3 elementary, 2 middle, 1 high school - Community Magnet High grades 9 & 10).

### Included Services

- Consulting throughout the year on further automating the application, lottery, and enrollment management processes
- Any branding modifications needed
- Any needed changes to client's application settings and system configuration for collecting student application data
- Running test lotteries with school data (if needed)
- Administrator training as needed
- Running a fall/winter lottery (high school) and spring lotteries (elementary and middle schools)
- Managing wait lists for schools, as needed
- Providing ongoing help-desk support to school administrative staff -- same-day response to all inquiries and resolution of nearly all issues (unlimited number of administrative accounts available)

### Novus Choice Features

- Single Sign-on – Parents manage applications for multiple children from one place
- Powerful Reporting – Filtering, sorting, triggering notifications, sharing report views, and user-level customization allow for just about any reporting requirement to be met
- Simple Application Management – Administrators can add, edit, and verify applications very easily
- Waiting List Management – Automatic list generation based on any type of preference requirements
- Push-Button Lottery – Runs within seconds, regardless of the number of applications
- Registration Integration – Information from applications can be used to pre-fill student registration forms that are hosted on Novus Choice or in a 3rd party system
- Exportable Data – Output of application results and registration data to Excel, CSV or other formats
- Email & Text Notifications – Ability to easily configure an unlimited number of email and/or text templates for a wide range of alerts and notifications
- Power BI and Tableau Integration - For expanded data analysis
- Multi-lingual Support – English, Spanish and many other languages supported
- High Levels Of Security – 256-bit encryption and other security measures ensure data protection and integrity
- Mobile-friendly Platform – Accessible from anywhere, using any device
- Integration with GIS applications, SIS applications, and any 3rd party system that makes an API available
- Full Transparency & Auditability – Every action taken in the public and administrative areas are logged, auditable, and able to be reported on
- Flexible Lottery Rules – Easily adjustable to each school's specific needs
- Service Reliability – Hosted on a redundant database cluster within Amazon Web Services, with all application data backed up continuously

## Platform Description & Features

The Novus Choice FLEX platform is a mature, highly configurable and feature-rich data platform designed to facilitate data collection, aggregation, integration, visualization, and reporting. It is a user-friendly web application intended for use by organizations that are data-literate and have in-house personnel or consultants who are comfortable working with data (no programming skills required). It is not limited specifically to run school lotteries and capture registration data. Instead, the capabilities extend far beyond supporting this one use case.

Novus Choice runs on a low-code/no-code development platform designed for creating web applications that can be configured easily, even when complex processes, workflows, integrations, and reporting requirements are involved. It is mobile-friendly and supports all the main commercial browsers. The user interface is simple, intuitive, and promotes easy adoption by both end users and administrators. Novus Choice clients have full control over how their data is configured and managed in the system. Because of this self-serviceability, our clients determine how much or little Novus needs to be involved in configuring and actively managing their customized instance of the system.

## Form Development & Management

The system comes with a powerful form developer. No technical/programming skills are needed to create even complex forms, just some training to understand all the form building functionality available. This feature is also designed to facilitate workflow creation and integration with 3rd party data sources. Capabilities include:

- unlimited formatting options and ability to force data to be in a specific format
- support for over 25 different form field types
- ability to hide/show fields based on different events
- ability to make fields required/optional
- ability to create and display hints or tool tips on any field and set default values
- ability to use simple or complex formulas to restrict data or populate a drop-down list
- ability to determine what program(s) the applicant is eligible for based on information provided
- ability to search for and identify duplicate applications
- ability to assign a unique ID number to applicants that stays with them in the system, regardless of how many programs they are registered for
- ability to define and log types of events or actions relating to an application (e.g., submittal of application, changes to application, etc.)
- ability to fully control individual user access and visibility, down to the field level on any form
- support for Spanish, Portuguese and dozens of other language translations, either automatic (Amazon Translate) or client-created translation
- inclusion of a geo-location API to capture applicant locale data and be able to use it for data visualization and other purposes
- auto-population of form fields using data from a 3rd party data source
- uploading and storing any type of data or document, including video, associated with an application form or other type of form
- alerting applicants of missing and required data, and not allowing submission until all required information is complete
- tracking progress of unfinished or unsubmitted applications and alerting applicant via text or email if a deadline is approaching, i.e. supporting documentation needs to be uploaded within 48 hours

## Reporting and Visualization

Reporting and data visualization are among the strongest facets of the Novus Choice FLEX platform. In fact, many clients aggregate their data from multiple systems in FLEX to leverage the reporting and visualization capabilities. Any data collected can be reported on and visualized in many different ways, and each user has their own individualized reporting view. The system offers very powerful, flexible, user-controlled features, such as the ability to:

- create real-time dashboards, customized at the user level
- easily query detailed data and totals for use in reports
- create "canned" reports
- create and save an unlimited number of views of the collected data
- share specific views of the data with anyone (via email containing a secure link to the view)
- easily create user-defined ad hoc reports, with no limit on the number of reports
- generate reports based on a defined data range
- visualize collected data in a wide variety of formats
- drill down into the data by clicking on any detail of a visualization, i.e. a segment of a pie chart
- overlay images on top of student geo-location data positioned on a map, i.e. school bus routes

## Additional System Features

- ability to import and export data in a variety of standard formats, including comma delimited, Excel, PDF
- ability to make changes to forms and almost all configurations without the need for Novus assistance
- support for as many user permission levels as needed, down to the granularity of a form field level
- ability to interface with a document management system
- ability to perform OCR on paper applications and present a digitized version of the application for human review & editing prior to loading into the system

## Platform Security

The Novus Choice FLEX platform has a best-in-class security design that is being used by many organizations to collect, transmit, and store PHI, PII, financial and other sensitive information. Data is protected by strong encryption, both in transit and at rest. The database and other components of the system are hosted and backed up on dedicated servers in the Amazon Web Services cloud, behind multiple layers of security. At the application level, sophisticated permission, logging and audit trail capabilities control user access, down to the field level.

The security model in place is a shared responsibility approach in which security roles & responsibilities are managed at 4 different levels, one of which is the client level (policies & procedures). Beyond just the technical security measures in place, Novus leverages its cybersecurity expertise (on-staff CISSPs) to provide clients with data governance and regulatory framework guidance (in the context of system configuration, deployment, and ongoing use). As a general statement, the system is safeguarded and protected in accordance with standards such as HIPAA and FERPA, and with federal and state regulations.

**Novus Insight, Inc.**  
222 Pitkin Street  
East Hartford, CT 06108  
United States

T: (860) 282-4200

**Prepared for** Cedar Rapids Community School District  
Adam Zimmermann  
355 18th Street SE  
Cedar Rapids, IA 52403  
United States  
E: azimmermann@crschools.us

<b>Quote #</b>	<b>5181</b>
<b>Date</b>	<b>September 22, 2022</b>
<b>Expires</b>	<b>November 6, 2022</b>
<b>Contact</b>	<b>Joe McGrattan</b>

**ACCEPT QUOTE**

# Novus Choice Renewal Agreement, School Year 2023-2024

## Software Service Fees

### Annual Fees

Item	Qty	Price	Total
<b>Novuis Choice Subscription</b>	1	\$7,200.00	\$7,200.00 <sup>†</sup>

Novus Choice FLEX Hosting, Support, and Application Maintenance Services

This product is subject to the Novus FLEX terms and conditions.  
Customer accepts the latest FLEX service agreement referenced at  
<https://novusinsight.com/terms/flex/>

Code: WAFLEXS21

<sup>†</sup> Non-taxable item

Please contact us if you have any questions.

**Total Annually** **\$7,200.00 USD**

One-Time \$0.00

Recurring Up-front \$7,200.00\*

**Total Up-front** **\$7,200.00 USD**

\* Recurring fees billed annually with 1 upfront payment(s).

\_\_\_\_\_  
Laurel A. Day Date

**ACCEPT QUOTE**

### Cost Breakdown

Category	Annual Fees
Application Development / Webauthor	\$7,200.00
<b>Total</b>	<b>\$7,200.00 USD</b>

## Service Dates

**Start Date:** January 1, 2023

**End Date:** December 31, 2023

---

## Terms & Conditions

Full terms and conditions can be found in Novus Insight's Master Services Agreement (MSA) found at <https://novusinsight.com/master-services-terms-conditions/>.

Taxes, shipping, handling and other fees may apply. Payment is due 30 days from invoice. Invoices will be submitted on a monthly basis, and Client shall be responsible for such ongoing payment even past the expiration date until either Novus Insight's services are terminated or Client executes a renewal quote. See Section A.3. PAYMENT of the Novus Insight MSA.

This proposal expires 45 days from creation

## Appendix A - Rate Structure

Novus Insight's breadth of experience and knowledge is a valuable resource for our clients and Novus is always ready to take on additional challenges. Should our client request additional services or projects that fall outside the scope of this proposal Novus will be pleased to provide a separate proposal detailing the additional services and related cost based on our standard rates.

### Time & Materials Project Fees

Fees for consulting services offered as Time & Materials are determined based on the estimated labor, travel, and expenses related to the performance of the tasks detailed in this proposal. Given the unknowns within the project, the final costs may vary from the estimates detailed in this proposal. The client will be billed the actual time, travel, and expenses related to the project.

### Service Consultant Tiers and Rates:

There are 5 Tiers of IT staff selected based on the client's requirements in support of any project.

- Tier I staff handle desktop support, workstation installations, workstation software patches, workstation security updates, user password resets, printing issues, and day-to-day issues confronting most users in an organization. \$95/hr; \$142/emergency hr\*
- Tier II staff support users and smaller networks. They also can assist with technical projects that can impact small numbers of users, such as wireless controller configurations in small office environments. In addition, they can manage and maintain small networks that Tier III and Tier IV consultants have deployed. \$110/hr; \$165/emergency hr\*
- Tier III staff manage smaller networks, can perform basic server migrations, and can handle technical projects that can impact many users, such as a larger network's switching and firewalls. In addition, they can manage and maintain more complex networks that Tier IV consultants have deployed. \$145/hr; \$218/emergency hr\*
- Tier IV staff focus on larger technology deployments. Examples of Tier IV projects include setting up private cloud infrastructure, migrating environments to the cloud, virtualizing servers, virtualizing a desktop environment, and assessing the security profile of a network. Non-technical examples of Tier IV include strategic technology planning and consulting for smaller organizations. \$175/hr; \$262/emergency hr\*
- Tier V are senior advisors and are responsible for strategic consulting at the intersections of process, technology, strategy, and mission. While these professionals tend to not to work directly with technology, there may be examples of highly specialized technology engagements that would also fit into Tier V. \$205/hr; \$305/emergency hr\*

Tier of Professional	Standard Hourly Rate	Emergency Hourly Rate*
Tier I – Support Specialist	\$95	\$142
Tier II – Senior Support Specialist	\$110	\$165
Tier III – Junior Systems Administrator	\$145	\$218
Tier IV – Senior Systems Administrator	\$175	\$262
Tier V – Senior Advisor / CISO / VCIO	\$205	\$305

\*Emergency Support/Special Rates services apply to emergency and/or planned projects and activities performed outside normal support hours. Emergency support will have a 4-hour response time to begin diagnosis or initiate service.

## Appendix F - Service & Support Details

### Lottery Consulting & Management Services

Novus Choice Consulting Services provide all the expertise and tools to run a school lottery.

The consulting services include:

- Consultation about the requirements for the district's lottery program
- Customization of the software based on the district's requirements
- Training for school administrators

The client responsibilities include:

- Helping to identify all the data elements necessary for student applications for the identified schools
- Helping to identify all the data needed for student information system integration
- Supplying critical timelines and deadlines for the student application process and for the school lottery(s)
- Identifying key personnel and contacts during the customization and implementation
- Providing first line of support for parents and students. Novus Choice provides escalation support that a school is unable to provide themselves.

Customization, integration, or additional consulting beyond the specified amounts in this agreement are available at additional cost (Tier II or Tier III rates) under separate agreement.

## Lottery Application

The Novus Choice Lottery Application is a hosted lottery application for school districts to provide lottery selection services. This application has administrative and user features that can be customized and managed by the client organization. The application consists of a program application that allows parents to apply their children to school choice programs, an administrative suite to allow district administrators the ability to set parameters and run both test and real lotteries, and robust reporting features.

## Application Support

Help desk services include email and phone support 5 days per week, 9 hours per day (8 AM to 5 PM) with a response time of less than 1 hour to begin diagnosis via phone support, management agent, or email ticket system. Email [development@novusinsight.com](mailto:development@novusinsight.com) with a detailed description of your issue for assistance.

As a secondary method of contact, call 860-282-4200 and dial 1 at the prompt. Call the help desk in an emergency situation when you need immediate attention, and they will contact the Application Development team. Identify yourself as a Novus Choice client. Even in an emergency situation, still send an email to [development@novusinsight.com](mailto:development@novusinsight.com) to generate a ticket and alert the Novus Choice team. In many situations, they are able to address an issue on the spot. This support service is for lottery administrators, not for parents to use directly as a first point of contact.

Emergency support is initiated by client request and will be provided at special/emergency rates, detailed in the rate structure portion of this agreement, for projects and activities that are not covered under this agreement and are performed during non-support hours. This special/emergency support will have a 4-hour response time to begin diagnosis or initiate service.

## CONSENT AGENDA

**BA-23-136      Tabulation - Buses - 2022-2023 School Year (Carissa Jenkins/Scott Wing)**

Exhibit: BA-23-136.1

### **Action Item**

#### **Pertinent Fact(s):**

1. Vehicles being replaced are:
  - a. 2009 Blue Bird 65 Passenger Bus      #0904
  - b. 2009 Blue Bird 65 Passenger Bus      #0907
  - c. 2010 Thomas 65 Passenger Bus      #1001
  - d. 2010 Thomas 65 Passenger Bus      #1002
  - e. 2010 Thomas 65 Passenger Bus      #1003
2. Parts availability for older vehicles is always a challenge and higher maintenance costs are incurred to keep old vehicles running.
3. Physical Plant & Equipment Levy (PPEL) funds are available 2022-2023 School Year for: 5 seventy-two passenger propane buses.
4. The Cedar Rapids Community School District was awarded the Volkswagen Settlement Projects grant for Diesel engine vehicle replacements which will help offset the cost of District Bus replacements.

#### **Recommendation:**

It is recommended that the Board of Education approve the Tabulation - Buses for the 2022-2023 School Year.



**Cedar Rapids Community School District**  
Purchasing Department  
2500 Edgewood Road NW  
Cedar Rapids, Iowa 52405

September 2022

Tabulation - 5 Seventy-Two Passenger School Buses

**Item 1:** 5 Seventy-Two Passenger Buses

<u>VENDOR</u>	<u>MODEL</u>	<u>PRICES</u>	<u>TOTAL</u>
School Bus Sales	Vision	\$137,343.00	\$686,715.00
Hoglund Bus Co	CE	\$160,000.00	\$800,000.00

**RECOMMENDATIONS**

The Manager of Purchasing and the Manager of Transportation concur in recommending the purchase for the following:

5 Seventy-Two Passenger Buses from School Bus Sales, located in Waterloo, IA.

## **CONSENT AGENDA**

**BA-23-137      Tabulation - Furniture - 2022-2023 School Year (Carissa Jenkins)**

Exhibit: BA-23-137.1-3

### **Action Item**

#### **Pertinent Fact(s):**

1. Wright Elementary is replacing student furniture for several classrooms and the purchase will leverage an OMNIA purchasing cooperative agreements for economical pricing and product availability.
2. Building budgeted funds are available to cover the cost of furniture for the 2022-2023 School Year.

#### **Recommendation:**

It is recommended that the Board of Education approve the Tabulation - Furniture for the 2022-2023 School Year.

# PREMIER FE

powered by METEOR EDUCATION

PO Box 223  
Waverly Iowa 50677  
Phone: (319) 559-1466  
www.fepremier.com

**\*\*\*DRAFT\*\*\* PRICES ARE NOT FINAL AND MAY CHANGE \*\*\***

**Prepared For:**

Cedar Rapids Community School District  
2500 Edgewood Rd NW/nPO Box 879  
Cedar Rapids, IA 52405

**Site:**



Cedar Rapids Community School District  
2500 Edgewood RD NW Central Receiving/nPO Box 879  
Cedar Rapids, IA 52405

Quote ID	Terms	Quote Contact	Site Contact
86327-00 09/26/2022 JILL T.	Net 30 Days Prices Good Through 10/26/2022	Sue Beach / cell: (319) 883-1578 / sueb@fepremier.com	Kathy Kinley / (319) 558-2321 / kkinley@crschools.us

**KI CP Quote 2008 Discount: 0% Install: 0% Freight: 0%**

Item No.	Qty	Model Number	List Price	Your Price	Ext. Price
1	70	<b>IWC13-FRAME-SHELL-GLIDE-CTN-DLV</b> <b>Description:</b> CANTILEVER CHAIR, SMALL * Intellect Wave Series * 14-1/5"D x 15-2/5"W x 23"H * 13-7/10" Seat Height * Polypropylene Shell Finish * Frame Finish FrameFinish: Ultra Blue (qty 1 each) (srp \$.00) Glides: NG Nylon Glides (qty 1 each) (srp \$.00) Shell: Ultra Blue (qty 1 each) (srp \$.00)	\$167.00	\$100.20	\$7,014.00
					
2	70	<b>IWC15-FRAME-SHELL-GLIDE-CTN-DLV</b> <b>Description:</b> CANTILEVER CHAIR, MEDIUM * Intellect Wave Series * 16-1/5"D x 17-1/5"W x 26-1/2"H * 15" seat height * Polypropylene shell finish * Frame finish FrameFinish: Ultra Blue (qty 1 each) (srp \$.00) Glides: Nylon Glide (qty 1 each) (srp \$.00) Shell: Ultra Blue (qty 1 each) (srp \$.00)	\$168.00	\$100.80	\$7,056.00
					
					<b>KI \$14,070.00</b>

**WB Manufacturing CP Quote 012809 Discount: Net% Install: 0% Freight: NET**

Item No.	Qty	Model Number	List Price	Your Price	Ext. Price
1	5	<b>SP311852-1</b> <b>Description:</b> SPECIAL APPLETON TEACHER DESK * Appleton Series * 24"D x 60"W x 30.125"H * Rectangle Top * Finished Ends * Top Color: HPL-Hardrock Maple C88 * Base Color: TFL- Hardrock Maple C88/T * Edge: Dove Grey AE * Leg Color: Smooth Sliver	\$3,744.00	\$1,318.33	\$6,591.65
					
2	5	<b>TDLAMMOD</b> <b>Description:</b> LAMINATE MODESTY PANEL * Option on Appleton Desks * 32"W x 12"H TFLlaminat: Hardrock Maple (qty 1 each) (srp \$.00)	\$450.00	\$161.80	\$809.00
					
					<b>WB Manufacturing \$7,400.65</b>

<b>TOTALS</b>	
Product:	\$21,470.65
Install:	\$2,930.00
Freight:	\$620.00
---] Sales Tax at 7.000%:	\$0.00
<b>Total:</b>	<b>\$25,020.65</b>

**Notes**

Cost to receive, deliver, install and remove trash Cost is based on all work done in one phase during normal business hours. With the space being 100% ready for installation, not needing to stage products then move again due to other contractor work. With us bringing in furniture, and placing directly into installation space. Price does not include any stair carry or punch trips.

**\*\*\*DRAFT\*\*\* PRICES ARE NOT FINAL AND MAY CHANGE \*\*\***

All pricing and lead times are based on the information (color options, finishes, etc.) supplied to Meteor at the time a purchase order is received. Changes could result in a possible delay of order and/or additional costs.

**\*\*\*DRAFT\*\*\* PRICES ARE NOT FINAL AND MAY CHANGE \*\*\***

**Prepared For:**  
Cedar Rapids Community School District  
2500 Edgewood Rd NW/nPO Box 879  
Cedar Rapids, IA 52405

**Site:**  
Cedar Rapids Community School District  
2500 Edgewood RD NW Central Receiving/nPO Box 879  
Cedar Rapids, IA 52405

Quote ID	Terms	Quote Contact	Site Contact
86327-00 09/26/2022 JILL T.	Net 30 Days Prices Good Through 10/26/2022	Sue Beach / cell: (319) 883-1578 / sueb@fepremier.com	Kathy Kinley / (319) 558-2321 / kkinley@crschools.us

Sales tax rates are based on the end user's site address and are subject to change. The sales tax rate and amount provided on this quote are estimates only. Upon delivery, you will be invoiced at the current rate of sales tax which may differ from this estimate.

By submitting a purchase order to Meteor, Customer accepts our offer and agrees to be bound by the attached terms and conditions. Prices are good for 30 days from date of quote. **Prices good through 10/26/2022.**

**I have verified that all products, quantities, specifications and colors on this quote are correct.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Quote ID	Terms	Quote Contact	Site Contact
86327-00 09/26/2022 JILL T.	Net 30 Days Prices Good Through 10/26/2022	Sue Beach / cell: (319) 883-1578 / sueb@fepremier.com	Kathy Kinley / (319) 558-2321 / kkinley@crschools.us

## TERMS AND CONDITIONS OF SALE

Within these Terms and Conditions of Sale the "Company" shall be deemed to mean Meteor Education. Should any product be purchased under a bid or contract with terms and conditions different from those contained herein, the terms of said bid or contract shall supersede or augment the following. If customer purchase order includes terms different than the terms listed below, terms will be reviewed for acceptance by the Company.

**GENERAL SALES POLICY:** No order in process of production, or product other than standard, is subject to cancellation, delivery deferment, or specification change without the written acceptance of the Company.

The Company must be in receipt of an authorized written purchase order prior to an order being processed. Meteor Education reserves the right to refuse purchase orders if the terms and conditions of such orders are contrary to these Terms and Conditions of Sale. Purchase Orders should be emailed to [orders@meteoreducation.com](mailto:orders@meteoreducation.com) or mailed to Meteor Education at 690 NE 23rd Avenue, Gainesville, FL, 32609. All orders are subject to the approval of the Company's credit control department and the terms and conditions relating to the granting of such credit facilities.

First time orders from non-publicly funded entities must be prepaid at the time of the order in accordance with the prepay requirements listed below unless prior arrangements have been agreed upon with the Company's credit control department.

Prepay Requirements for non-publicly funded entities:

- <\$25,000 100% prepay
- \$25,001-\$125,000 50% to order, 50% Net 30 from invoice date
- +\$125,001 35% to order, 35% at delivery, 30% Net 30 from invoice date

Any order over \$5,000 for a prepay vendor, will require prepayment from customer. A list of prepay vendors is available upon request.

**RETURNED GOODS:** Returned goods will only be accepted under a Return Authorization number (RA) issued by the Company. Accepted Returns may be subject to re-stocking and handling fees and any additional freight costs. Special order or custom made products may not be returned.

**CANCELLED ORDERS:** Cancelled orders may be subject to fees associated with completed work including, but not limited to, design, order processing, and manufacturing.

**ORDER CHANGES:** Any change to your order must be in a written change order.

**TAXES:** Excise, sales, occupation, use, or other tax imposed upon the distributor will be additional to the sales price unless otherwise noted on the purchase order. For tax exempt entities, tax exempt form must be on file with the Company before purchase order is processed or the Company must, by law, charge appropriate sales tax. If applicable, please submit your sales tax exemption ID on the purchase order to ensure proper billing. Sales tax rates are based on the end user's site address and are subject to change. The sales tax rate and amount provided on this quote are estimates only. Upon delivery, you will be invoiced at the current rate of sales tax which may differ from this estimate.

**BONDING:** Performance and payment bonds are available for a fee and are not included in quoted price unless clearly noted. If bonding is needed, cost will be 1.5%\* of total quoted amount. \*Fee percentage is subject to change.

**TERMS:** Meteor Education will invoice customer upon delivery. Terms are net 30 days unless otherwise agreed prior to the acceptance of the order. Customer agrees to pay 18% annual interest, or \$50 per month, whichever is greater, on the balance of any late payment.

### DROP-SHIP OR INSIDE DELIVERY ONLY:

- Freight damage must be reported to the Company within 48 hours of delivery. It is important to note any crushed or damaged packaging, discolored packaging (indicating water damage), or anything that looks as if it has been reopened or repackaged. All packages should be opened and products inspected within 48 hours of receipt. Upon discovery of any damage or shortage, the Company's Service Department must be notified at 1-800-699-7516.
- The Carrier will produce a Bill of Lading for signature acknowledging receipt. Please ensure the number of cartons/items received match the bill of lading as well as the work order. Any shortages should be annotated on THE BILL OF LADING NEXT TO YOUR SIGNATURE and immediately reported to the Company's Traffic Office on 1-800-699-7516. The acknowledged Bill of Lading is deemed to be proof of delivery and the Company will issue its invoice(s) for payment. Any unauthorized assessorial charges will not be paid for.

**INSTALLED PRODUCT & SERVICES:** Product to be installed will be delivered and installed at the address notified in the purchase order unless previous arrangements have been agreed. Upon the delivery of product to the specified location Meteor Education will invoice the customer in the amount of product delivered with the appropriate proof of delivery (bill of lading, manufacturer packing list, or work order). All placement and assembly will be verified by signature confirmation that items have been assembled, set in place, and are in good condition. All installation and delivery charges (above product invoices) will be billed upon receipt of final verification by customer signature on completed work orders. Meteor Education will also provide a complete Master Invoice summarizing all invoices at that time at the customer's request. Any damage must be noted on the separate service request form provided by the installer, a copy of which will be made available for customer records. Services will be delivered to staff/personnel at the address notified in the purchase order unless previous arrangements have been agreed. Services may be provided prior to, during and/or after delivery of product. Any associated services pertaining to this agreement are good for a period of up to one-year from the initial delivery date of product.

**WARRANTY:** All products carry their manufacturer's standard warranty. Please contact your local representative for details.

## CONSENT AGENDA

### **BA-23-138      Resolution - Permanent Easement - Kennedy High School (Chris Gates)**

Exhibit: BA-23-138.1-3

#### **Action Item**

#### **Pertinent Fact(s):**

1. Interstate Power and Light is requesting a permanent underground electric line easement at Kennedy High School. The area in question contains approximately 27,692 square feet. CRCSD has no intention of building on the property nor should the permanent easement cause any future hardship.
2. Interstate Power and Light shall pay CRCSD \$1.00, plus attorney fees and publishing fees of \$2,500.
3. The Board will consider the acceptance of the permanent easement Agreement and hold a Public Hearing on October 24, 2022. Board approval of the Resolution and Agreement is contingent on the outcome of the Public Hearing and final Board action.

#### **Recommendation:**

It is recommended that the Board of Education approve the Resolution to schedule a Public Hearing at the October 24, 2022 Board of Education meeting regarding approval of the Permanent Easement – Kennedy High School.

RESOLUTION

WHEREAS, Interstate Power and Light has presented a proposal for a permanent easement on real estate owned by the Cedar Rapids Community School District ("District"), more particularly, located at the Kennedy High School property located at 4545 Wenig Road NE, Cedar Rapids, Iowa, and legally described as:

See attached Exhibit A. ("Property")

WHEREAS, the purpose of the permanent easement is to allow Interstate Power and Light to construct, reconstruct, maintain, expand, operate, repair, and patrol and remove underground electric and telecommunication line or lines and other necessary fixes; and

WHEREAS, Interstate Power and Light proposal offers compensation to the District in the amount \$1.00 for the permanency easement of said property, and \$2,500.00 for attorney fees and publishing fees; and

WHEREAS, the other specific terms of permanent easement are included, attached hereto as Exhibit A; and

WHEREAS, it is appropriate pursuant to Iowa Code Section 297.22 to publish Notice of the proposed permanent easement and of the hearing and to receive and consider objections and petitions.

NOW, THEREFORE, be it resolved by the Board of Directors of the Cedar Rapids Community School District:

Section 1. That this Board shall set a public hearing on the conveyance of the easement on the above-described Property for October 24, 2022 at 5:30 p.m. in the Cedar Rapids Community School District Board Room located in the Educational Leadership and Support Center located at 2500 Edgewood Blvd. NW, Cedar Rapids, Iowa.

Section 2. That the Secretary is authorized and directed to prepare, publish and distribute the Notice of Hearing.

PASSED AND APPROVED this 10th day of October 2022.

CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT

By: \_\_\_\_\_  
David Tominsky, Board President

Attest:

By: \_\_\_\_\_  
Laurel Day, Board Secretary

## UNDERGROUND ELECTRIC LINE EASEMENT

For and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, **Cedar Rapids Community School District** (“Grantor(s)”), ADDRESS: 2500 Edgewood Road, Cedar Rapids, Iowa, do(es) hereby warrant and convey unto **Interstate Power and Light Company, an Iowa Corporation**, its successor and assigns, (“Grantee”) a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, expand, operate, repair, patrol and remove an underground electric and telecommunications line or lines, consisting of wires, transformers, switches and other necessary fixtures, appurtenances and equipment, (including associated surface mounted equipment) and construction (collectively, the “Line” or “Lines”) for transmitting electricity, communications and all corporate purposes of Grantee together with the power to extend to any other party the right to use, jointly with the Grantee, pursuant to the provisions hereof, upon, under, and across the following described lands located in the County of Linn, and the State of Iowa:

See Attached Exhibit A, page 3

together with all the rights and privileges for the full enjoyment or use thereof for the aforesaid purpose.

Grantor(s) agrees that it will not construct or place any buildings, structures, plants, or other obstructions on the property described above.

Grantor(s) also conveys the right and privilege to trim, cut down or control the growth of any trees or other vegetation on said described land and such other trees and vegetation adjacent thereto as in the judgment of the Grantee may interfere with construction, reconstruction, maintenance, expansion, operation, repair, use of the Line or Lines.

Grantee, its contractor, or agent may enter said premises for the purpose of making surveys and preliminary estimates immediately upon the execution of this easement.

The Grantor(s) also grants to the Grantee the right of ingress and egress to the Line or Lines, under lands now owned by the Grantor(s), for the purpose of constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing and removing the Line or Lines, and the Grantee agrees to pay to the Grantor(s) or its tenants all damages done to the lands (except the cutting and trimming of trees or other vegetation), fences, livestock or crops of the Grantor(s) or its tenants, by the Grantee or its employees while constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing or removing the Line or Lines.



Project Title: 42<sup>nd</sup> ST OH to UG  
Twin Pines to Wenig Rd  
ERP Activity ID: WR#4044707  
Tract No.: 1  
REROW No.:

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**GRANTOR(S): CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT**

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

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

**ALL PURPOSE ACKNOWLEDGMENT**

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ ) ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, AD. 2022,  
before me, the undersigned, a Notary Public in and for said State,  
personally appeared

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ to me personally known

or \_\_\_\_\_ provided to me on the basis of satisfactory  
evidence

to be the persons(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the  
same in his/her/their authorized capacity(ies), and that by  
his/her/their signature(s) on the instrument the person(s), or the  
entity upon behalf of which the person(s) acted, executed the  
instrument.

NOTARY SEAL \_\_\_\_\_  
(Sign in Ink)

\_\_\_\_\_  
(Print/type name)

Notary Public in and for the State of \_\_\_\_\_:

My Commission Expires: \_\_\_\_\_:

**CAPACITY CLAIMED BY SIGNER**

\_\_\_\_\_ INDIVIDUAL  
\_\_\_\_\_ CORPORATE  
Title(s) of Corporate Officers(s):

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ N/A  
\_\_\_\_\_ Corporate Seal is affixed  
\_\_\_\_\_ No Corporate Seal procured

\_\_\_\_\_ PARTNER(s)  
\_\_\_\_\_ Limited Partnership  
\_\_\_\_\_ General Partnership

\_\_\_\_\_ ATTORNEY-IN-FACT  
\_\_\_\_\_ EXECUTOR(s),  
\_\_\_\_\_ ADMINISTRATOR(s),  
\_\_\_\_\_ or TRUSTEE(s):  
\_\_\_\_\_ GUARDIAN(s)  
\_\_\_\_\_ or CONSERVATOR(s)  
\_\_\_\_\_ OTHER

\_\_\_\_\_  
\_\_\_\_\_

**SIGNER IS REPRESENTING:**  
List name(s) of persons(s) or entity(ies):

\_\_\_\_\_  
\_\_\_\_\_

# EXHIBIT A

THE NORTH 1979.09 FEET OF THE E 1/2 OF THE SE 1/4 OF SECTION 5-83-7 EXCEPT THE EAST 460.00 FEET, LOCATED IN CEDAR RAPIDS, IOWA, LINN COUNTY



SCALE: 1" = 150'  
Orientation of this bearing system is Iowa State Plane South (NAD 83)  
This Survey was performed using the Iowa RTN Network

## PROPERTY DESCRIPTION

The North 659.94 feet of the E 1/2 of the SE 1/4 of Section 5-83-7 except the East 460.0 feet thereof,  
**As described in a Warranty Deed filed in Book 1145, Page 512 Office of the Recorder, Linn County, Iowa. Also described in**  
The North 659.69 feet of the South 1319.63 feet of the E 1/2 of the SE 1/4 of Section 5-83-7 except the East 460.0 feet thereof,  
**As described in a Warranty Deed filed in Book 1176, Page 622 Office of the Recorder, Linn County, Iowa. Also Described in**  
The North 659.46 feet of the South 1979.09 feet of the E 1/2 of the SE 1/4 of Section 5-83-7 except the East 460.0 feet thereof,  
**As described in a Warranty Deed filed in Book 1247, Page 208 Office of the Recorder, Linn County, Iowa.**

## EASEMENT DESCRIPTION

A tract of land for easement purposes on, over and the above described property, more particularly described as;

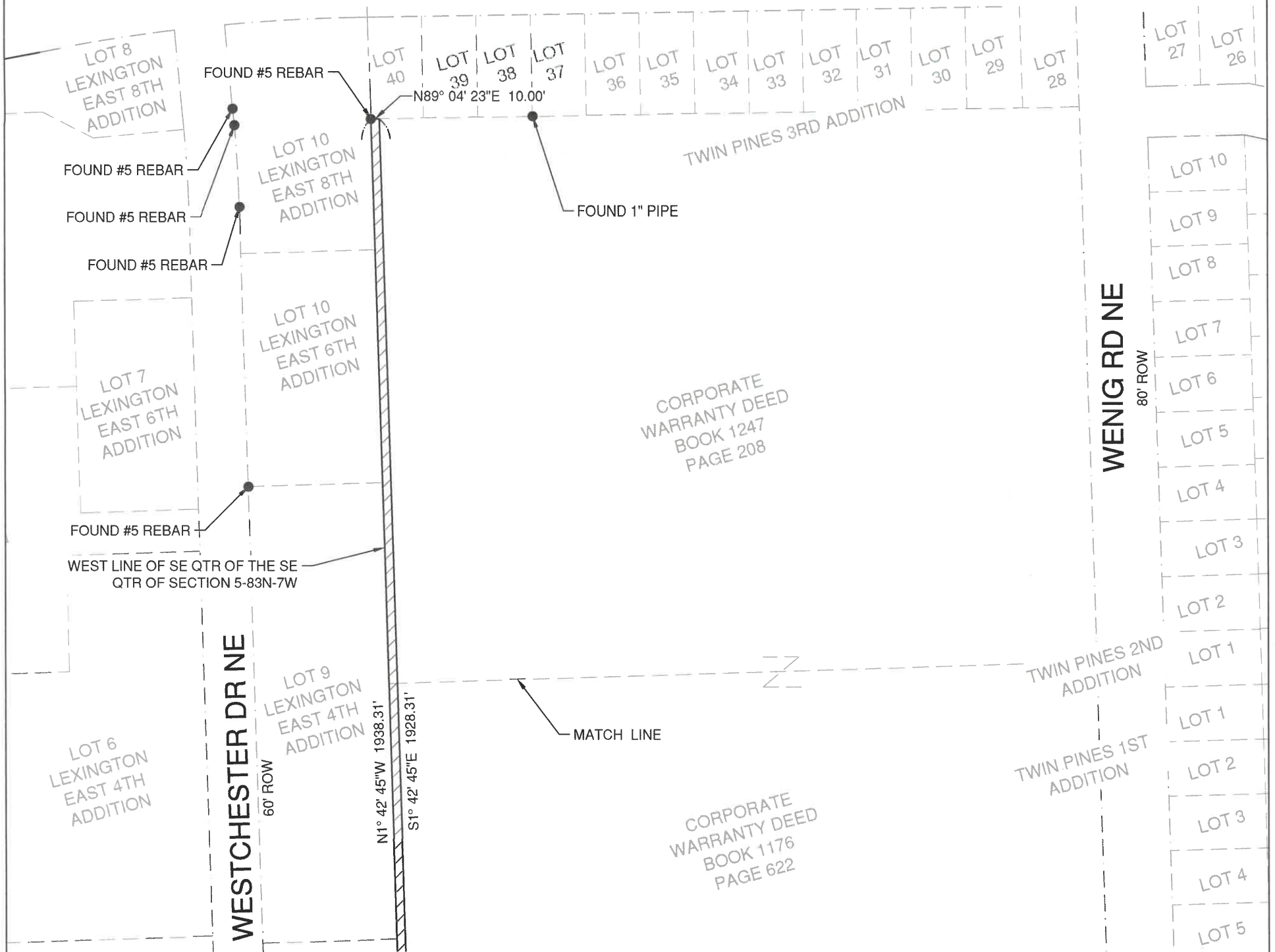
Beginning at a #5 Rebar marking the Northwest corner of said property;  
Thence along the northerly line of said property, N89° 04' 23"E, 10.00 feet;  
Thence S1° 42' 45"E, 1928.31 feet;  
Thence N89° 05' 34"E, 830.98 feet to a point on the westerly Right of Way of Wenig Rd;  
Thence along said westerly Right of Way, S1° 42' 45"E, 10.00 feet to a point on the northerly Right of Way of 42nd St;  
Thence along said northerly Right of Way, S89° 05' 34"W, 840.98 feet;  
Thence N1° 42' 45"E, 1938.31 feet to the POINT OF BEGINNING;  
Containing 27,692.90 square feet (0.64 acres), more or less.

## OWNERS

Cedar Rapids Community School District  
Book 1145, Page 512 and Book 1176, Page 622 and Book 1247, Page 208

## SURVEY REQUESTED BY

Alliant Energy  
200 1st Street SE  
Cedar Rapids, IA 52401



I hereby certify that this Land Surveying Document was prepared by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

*Douglas J. Kwater* 8/2/2022  
Douglas J. Kwater Date

Iowa license number 23712  
License renewal date is December 31, 2023



## LEGEND

- ROAD RIGHT OF WAY LINES
- NEW EASEMENT
- EXISTING PARCEL LINES
- SECTION LINE
- QUARTER SECTION LINE
- FOUND SURVEY MONUMENT



Cedar Rapids - Sioux Falls - Bismarck - Denver - Detroit Lakes - Fargo - Minneapolis  
109 North Center Point Road  
Hiawatha, Iowa 52233  
Phone: 319.286.3000  
Web: www.ulteig.com

## EXHIBIT A

THE NORTH 1979.09 FEET OF THE E 1/2 OF THE SE 1/4 OF SECTION 5-83-7 EXCEPT THE EAST 460.00 FEET, LOCATED IN CEDAR RAPIDS, IOWA, LINN COUNTY

Project Number: R21.01670  
Date: 7/29/2022  
Drawn By: ATF  
Approved By: DJK  
Sheets: 1 of 2

## CONSENT AGENDA

**BA-23-139**      **Amended Agreement - Cedar Rapids Community School District and Kids First Law Center - Data Sharing & Use - 2022-2023 School Year (Craig Barnum)**

Exhibit: BA-23-139.1

### **Action Item**

#### **Pertinent Fact(s):**

The Board is asked to consider the approval of the Amendment to the Data Sharing and Use Agreement for Cedar Rapids Community Schools to provide the following:

**Kids First Law Center** will be expanding their work to Arthur Elementary School, Roosevelt Creative Corridor Business Academy, and Metro High School. This amendment allows them to access the same level of data for Arthur, RCCBA, and Metro as they do for their already approved school partners.

#### **Recommendation:**

It is recommended that the Board of Education approve the Amended Data Sharing and Use Agreement between the Cedar Rapids Community School District and Kids First Law Center for the 2022-2023 School Year.

**DATA SHARING AND USE AGREEMENT AMENDMENT 1**

This Amendment #1, issued this 12th day of September, 2022, serves as modification to the Agreement between Cedar Rapids Community School District. (“Sponsor”) and Kids First Law Center for the addition of restricted data.

The terms of the Agreement are hereby modified as follows:

Section I (Scope and Purpose):

**School Added to Section I “Scope and Purpose” part c**

*“Purpose: The purpose of this Agreement is to provide data to Kids First Law Center that will aid in their mission to provide conflict resolution and modeling of Restorative Practices for the following*

Elementary Schools:

*Arthur, Erskine, Grant Wood, Hoover, and Johnson STEAM Academy*

Middle Schools:

*Franklin, McKinley STEAM Academy, **Roosevelt Creative Corridor Business Academy**, Wilson*

High Schools:

*Metro High School*

*This is a mindset shift from punitive to restorative practices through the coordination of resources and other joint and cooperative action between the District and Kids First Law Center to support student welfare and academic achievement. Any data points needed to support this mission will be supplied and are listed below.*

All other terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto, represented by officials authorized to bind them, have caused this Amendment to be executed as of the date(s) set forth below.

Kids First Law Center

Cedar Rapids Community School District

BY: 

BY: \_\_\_\_\_

TITLE: Executive Director

TITLE: Board Secretary

DATE: 10/4/22

DATE: \_\_\_\_\_

## CONSENT AGENDA

**BA-23-140**      **Agreement - Cedar Rapids Community School District and Des Moines Area Community College for Concurrent Enrollment Courses - 2022-2023 School Year (Nicole Kooiker)**

Exhibit: BA-23-140.1-4

### **Action Item**

### **Pertinent Fact(s):**

CRCSD will be offering Des Moines Area Community College courses for German, as a foreign language course, onsite for the 2022-2023 School Year.

### **Recommendation:**

It is recommended that the Board of Education approve the on-going Agreement between the Cedar Rapids Community School District and Des Moines Area Community College for Concurrent Enrollment Courses during the 2022-2023 School Year.

# EDUCATIONAL SERVICE AGREEMENT

## DMACC CAREER ADVANTAGE CONCURRENT ENROLLMENT

This is an Educational Service Agreement between Des Moines Area Community College (DMACC) and Cedar Rapids Community School District (School District).

1. **PURPOSE**

The purpose of this agreement is to establish a DMACC Career Advantage Program for concurrent enrollment in cooperation with the School District.

2. **DESCRIPTION**

- A) DMACC agrees to provide the college courses offered through the Career Advantage Program. The concurrent students will receive DMACC college credits upon successful completion of the course.
- B) The Career Advantage Program/Course will be established and coordinated between DMACC and the School District.

3. **ADMINISTRATION OF THE CAREER ADVANTAGE PROGRAM**

- A) The School District and DMACC will jointly administer the program for the duration of this contract. The School District will be responsible for:
  - 1. Curriculum and instruction in cooperation with DMACC.
  - 2. Evaluation and grades
  - 3. Ordering of equipment and supplies
  - 4. Providing the calendar
  - 5. Providing space for the program.
  - 6. Facilities and Custodial Services.
  - 7. Providing course syllabi.

8. Compliance with national, state, and local standards regarding student safety, facilities, and equipment.

B) DMACC will be responsible for:

1. Sharing curriculum and monitoring programming.
2. Granting credits earned by program participants.
3. Certifying staff as DMACC certified staff.
4. Providing examples of course syllabi for the courses.
5. Providing opportunities for student career planning through a variety of ways.

C) The School District and DMACC will:

1. Jointly ensure that the courses are of the same quality as a course offered on a community college campus.
2. Jointly ensure postsecondary student access to the course/program.
3. Jointly determine appropriate class sizes.
4. Jointly ensure the programming meets the Sr. Year Plus, State of Iowa guidelines, NACEP guidelines, and DMACC guidelines.

D) It is further mutually agreed that:

1. Upon termination of the foregoing program, any student materials provided by the School District shall remain the property of the School District and any property provided by DMACC shall remain the property of DMACC.
2. The School District agrees to provide liability insurance with respect to conduct of the educational program described above. The School District agrees to have DMACC named as an additional insured when determined necessary pursuant to the aforesaid liability policy.
3. Each party will comply with provisions of the Carl Perkins Vocational Education Act, Sr. Year Plus, State of Iowa guidelines, NACEP guidelines, and DMACC guidelines whenever applicable.

4. Each party will follow all state and federal statutes regarding nondiscrimination on the basis of race, marital status, color, national origin, ancestry, sex, sexual orientation, gender identity, age, handicap, religion, or economic status.
5. Each party will designate in writing to the other party a person to coordinate all matters in connection with respect to the Career Advantage Program offered at the School District.

4. **ADMISSION INTO THE CAREER ADVANTAGE PROGRAM**

- A) The School District will identify and provide guidance and counseling for potential students interested in the program offered at each location. The School District agrees to make a good faith effort in recruiting students that have a high probability of successfully completing the courses and meet Sr. Year Plus, State of Iowa guidelines, NACEP guidelines, and DMACC guidelines.
- B) The School District will adhere to established course sequences and recommended high school courses which meet or exceed the minimum academic and technical proficiencies. Additional information is provided by DMACC in course sequence grids, Program Information Briefs, The Academic Skills Guide, and program informational and recruitment flyers.
- C) The School District will designate a liaison to provide special guidance and monitoring of individual student performance.
- D) The School District agrees to meet with DMACC counseling and/or program staff when necessary to review policies, procedures, and make suggestions for improving student success.
- E) Each student will complete the necessary DMACC material to register for each semester.
- F) The School District agrees to notify DMACC of the name, address, identification number and telephone number of the students enrolled in the program upon request.



5. **INDEMNITY**

To the extent permitted by Iowa law, DMACC and the School District will each indemnify and hold the other harmless from any and all claims, causes of action, attorney fees, cost or other expenditures occasioned by the undertakings assumed by each, respectively, in this instrument.

6. **FINANCIAL REQUIREMENTS FOR PROGRAM.**

- A) Costs for textbooks, tools, equipment and materials will be the responsibility of the said school district.
- B) The School District agrees to pay for the cost of the instructor.
- C) The School District agrees to pay DMACC \$130 per student enrolled in each course.
- D) The School District will have full financial responsibility for its students who are enrolled two weeks after the start of the semester.

7. **DURATION**

This agreement is effective starting July 1, 2020 and will automatically renew each year unless notification of intent to terminate is given by either party not later than February 15, of the following year.

8. **EXECUTION**

This Agreement becomes effective only after all parties have signed, whether on the same or separate pages of this Agreement.

\_\_\_\_\_  
Rob Denson, President Date  
Des Moines Area Community College

\_\_\_\_\_  
School District Representative Date

\_\_\_\_\_  
Cedar Rapids School District

## CONSENT AGENDA

**BA-23-141      Tabulation - Managed Security Services - 2022-2023 School Year  
(Craig Barnum/Jeff Lucas/Carissa Jenkins)**

### **Action Item**

#### **Pertinent Fact(s):**

1. CRCSD continues to assess and evaluate solutions that are focused on reducing its vulnerability to cyber risks. Based on the IT Department's research and experience, a partnership with a managed security service provider would provide the ideal solution to layer into existing security infrastructure.
2. An Agreement with Solaris Security has been identified as the choice provider for these services due to the ability to add on services needed to the Agreement currently in place.
3. The District has investigated and initiated an emergency purchase and identifies Solaris as a sole source. Per Board Regulation 702.1a, the compatibility of the District's systems and software qualifies the vendor's proposal to support strategic alignment of initiatives as it relates to the infrastructure.

#### **Recommendation:**

It is recommended that the Board of Education approve the Tabulation - Managed Security Services to Solarius Security for the 2022-2023 School Year.

## CONSENT AGENDA

**BA-23-142**      **Tabulation - Hosted Backup Services for Google Workspace - 2022-2023 School Year  
(Craig Barnum/Jeff Lucas/Carissa Jenkins)**

Exhibits: BA-23-142.1

### **Action Item**

#### **Pertinent Fact(s):**

1.      CRCSD continues to assess and evaluate solutions that are focused on reducing its vulnerability to cyber risks. Based on the IT Department's research and expertise, a focus has been placed on providing data backup through Google's cloud services.
2.      Three vendors submitted quotes that will provide CRCSD with a monthly subscription per user and the final selection was determined based on costs, services covered and security in the way each product integrates with Google.
3.      Due to security concerns, the selected product will remain confidential.

#### **Recommendation:**

It is recommended that the Board of Education approve the Tabulation - Hosted Backup Services for Google Workspace to the identified Vendor 2 for the 2022-2023 School Year.

<b>Bid Tabulation- Hosted Backup Services Google Workspace</b>				
		<u>Vendors providing bids (as requested)</u>		
		<b>Vendor 1</b>	<b>Vendor 2</b>	<b>Vendor 3</b>
Google Workspace Cloud Backup Services				
<b>Staff count for product</b>		1,850	<b>1,850</b>	3300*
<b>Cost per Staff per month</b>		\$1.00	<b>\$3.00</b>	\$1.52
<b>Student count</b>		17,000	<b>17,000</b>	17,000
<b>Cost per Students per month</b>		\$0.00	<b>\$0.00</b>	\$0.53
<b>Cost to backup Google Classroom</b>		\$9,250.00	<b>Included</b>	Not available
<b>Contract term</b>		12 months	<b>12 months</b>	12 months
<b>Subtotal</b>		\$31,450.00	<b>\$66,600.00</b>	\$168,098.82
<b>Discount**</b>		-\$2,220.00	<b>-\$36,630.00</b>	\$0.00
<b>Total Annual Cost</b>		\$29,230.00	<b>\$29,970.00</b>	\$168,098.82
The request for pricing was sent to multiple vendors and these were the responses to those requests				
The recommended Vendor is identified as Vendor 2				

## CONSENT AGENDA

**BA-23-143      Resolution – Cedar Rapids Community School District - Instructional Time Reporting in Hours vs. Days for the 2023-2024 School Year (Nicole Kooiker)**

Exhibit: BA-23-143.1

**Action Item      Roll Call**

### **Pertinent Fact(s):**

1. Pursuant to Iowa Code 256.7(19), a Public Hearing must be held at a School Board Meeting for the purpose of receiving any objections to the Cedar Rapids Community School District responsibility to report either instructional time in either hours or days. All school districts are required to report instructional time to the Iowa Department of Education.
2. After the Board's consideration or any written and/or oral objections presented during the Public Hearing, the recommended Board action is to give final approval to the administration's recommendation to report instructional time in hours for the 2023-2024 School Year.

### **Recommendation:**

It is recommended that the Board of Education approve the Resolution for the Cedar Rapids Community School District to Report Instructional Time in Hours to the Iowa Department of Education for the 2023-2024 School Year.

Cedar Rapids Community School District

**RESOLUTION**

**Instructional Hours vs. Instructional Days**

WHEREAS, pursuant to Iowa Code 256.7(19), Including changes from House File 2170 signed on March 7, 2014, the State of Iowa and State Department of Education allows Iowa school districts to report instructional time as days (180) or hours (1080); and

WHEREAS, a public hearing is held at the October 10, 2022 Cedar Rapids Community School District Board of Education regularly scheduled meeting; and

WHEREAS, following the October 10, 2022 Public Hearing, the Board is asked to consider the administration’s recommendation to report on instructional time in hours to the Iowa Department of Education for the 2023-2024 School Year; and

WHEREAS, all school districts are required to report instructional time to the Iowa Department of Education. Prior to the 2014-2015 School Year, Iowa school districts were required to document 180 days of instruction. As a result of changes made through House File 2170 districts are now allowed to report instructional time in days or hours for any given school year; and

WHEREAS, a district that reports in days must include 180 days of instruction and a district that reports in hours must include 1080 hours of instruction; and

WHEREAS, reporting in hours allows flexibility if it becomes necessary to make up lost instructional time because there are no minimum or maximum day lengths required. This permits instruction to be made up closer to the point in time in which it is lost. Reporting in hours also allows districts to stay closely aligned to the published school year end date; and

WHEREAS, it is recommended the Cedar Rapids Community School District report instructional time in hours instead of days to the Iowa Department of Education.

THEREFORE, after consideration thereof by the Board of Directors of the Cedar Rapids Community School District, the President called for adoption of said Resolution, and the roll call having been called, the following Directors voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

**Signatures**

Board President \_\_\_\_\_ Date: \_\_\_\_\_

Board Secretary \_\_\_\_\_ Date: \_\_\_\_\_

## ADMINISTRATION

**BA-23-144**      **Resolution - Determining to Proceed with Issuance of School Infrastructure Sales, Services and Use Tax Revenue Bonds, Authorizing and Setting Parameters for Sale of Bonds, approving Use of Official Statements, approving Bond Purchase Agreements, and Taking Additional Action Thereon (Karla Hogan/Jon Galbraith)**

Exhibit: BA-23-144.1-6

**Action Item**      **Roll Call**

### **Pertinent Fact(s):**

1. A Public Hearing will be held at 5:30 pm pursuant to the provisions of Chapters 423E and 423F of the Code of Iowa. The approved Resolution will allow the District to move forward with the Issuance of School Infrastructure Sales, Services and Use Tax Revenue Bonds, approving the use of an Official Statement and Bond Purchase Agreement and setting the parameters for the Sale of Bonds.
2. The Administration recommends that CRCSD move forward with the sale not to exceed \$30 million in SAVE bonds for one or more elementary buildings.

### **Recommendation:**

It is recommended that the Board of Education approve the Resolution proceeding with the Issuance of School Infrastructure Sales, Services and Use Tax Revenue Bonds Not to Exceed \$30,000,000.

MINUTES FOR HEARING AND RESOLUTION PROCEEDING WITH THE ISSUANCE OF SCHOOL INFRASTRUCTURE SALES, SERVICES AND USE TAX REVENUE BONDS, APPROVING THE USE OF AN OFFICIAL STATEMENT AND BOND PURCHASE AGREEMENT AND SETTING THE PARAMETERS FOR SALE OF BONDS (2022)

497698-11

Cedar Rapids, Iowa

October 10, 2022

The Board of Directors of the Cedar Rapids Community School District met on the above date at 5:30 o'clock p.m., at the Educational Leadership & Support Center, Cedar Rapids, Iowa.

The meeting was called to order by the President of the Board, and the roll was called showing the following Directors present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

• • Other Business • •

**PUBLIC HEARING**

This being the time and place specified for taking action on the proposal to issue not to exceed \$30,000,000 School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds, in one or more series. Whereupon, the President called for any written or oral comments, and the following named persons presented written or oral comments:

**(Here list all persons presenting written or oral statements and summarize each presentation; if none, insert "none")**

There being no further comments, the President closed the public hearing.



**MOTION TO ADOPT RESOLUTION**

After due consideration and discussion, Director \_\_\_\_\_ introduced the following resolution and moved its adoption, seconded by Director \_\_\_\_\_. The President of the Board put the question upon the adoption of said resolution, and the roll being called, the following Directors voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Whereupon, the President of the Board declared the motion duly carried and the resolution duly adopted, as hereinafter set out.

**• • Other Business • •**

At the conclusion of the meeting, and upon motion and vote, the Board adjourned.

\_\_\_\_\_  
President, Board of Directors

Attest:

\_\_\_\_\_  
Board Secretary

RESOLUTION NO. \_\_\_\_\_

Resolution determining to proceed with the issuance of school infrastructure sales, services and use tax revenue bonds, authorizing and setting parameters for the sale of bonds, approving the use of official statements, approving bond purchase agreements and taking additional action thereon

WHEREAS, the Cedar Rapids Community School District (the “School District”), in the County of Linn (the “County”), State of Iowa, is entitled to receive proceeds of a statewide sales, services and use tax for school infrastructure (the “School Infrastructure Tax”), the revenue from which is deposited into the State Secure an Advanced Vision for Education Fund and distributed to the School District pursuant to Section 423E.4 of the Iowa Code, as amended, (the “School Infrastructure Tax Revenues”) and which taxes are and will continue to be collected as set forth therein; and

WHEREAS, the School District has adopted a revenue purpose statement setting forth the purposes for which it may use the School Infrastructure Tax Revenues, including but not limited to school infrastructure projects, and such revenue purpose statement was approved by the authorized electors of the School District on November 5, 2019; and

WHEREAS, it is now deemed advisable that the School District proceed to issue its School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds, in one or more series, in an aggregate amount not to exceed \$30,000,000 (the “Bonds”), pursuant to the provisions of Chapters 423E and 423F of the Code of Iowa, for the purposes of (1) undertaking various school infrastructure projects, including but not limited to furnishing, equipping, constructing, improving, repairing, and renovating school buildings and improving sites, including one or more new elementary school buildings and related parking and site improvements (the “Projects”); and (2) paying related costs of issuance and has published notice of the proposed action and has held a hearing on an amount not to exceed \$30,000,000 thereon on October 10, 2022 and has not received any petition objecting to the issuance of the Bonds; and

WHEREAS, the Board now deems it advisable and necessary that offering documents be prepared describing the Bonds and setting out the terms and conditions of their sale (collectively, the “Official Statement”), and to authorize the President of the Board and the Board Secretary to execute and deliver one or more bid forms or purchase agreements for the Bonds (collectively, a “Bond Purchase Agreement”) subject to certain parameters set forth herein;

NOW, THEREFORE, It Is Resolved by the Board of Directors of the Cedar Rapids Community School District, as follows:

Section 1. Pursuant to Section 75.14 of the Code of Iowa, the Board hereby authorizes the use of electronic bidding procedures for the sale of the Bonds through PARITY®, and hereby finds and determines that the PARITY® competitive bidding system will provide reasonable security and maintain the integrity of the competitive bidding process and will facilitate the delivery of bids by interested parties under the circumstances of this sale.

Section 2. The Superintendent, the Board Treasurer and/or the Board Secretary, in consultation with the School District's legal counsel and Piper Sandler & Co. (the "Financial Advisor"), are hereby authorized to sell the Bonds in accordance with this Resolution.

Section 3. The Superintendent, the Board Treasurer, the Board Secretary and other officials of the School District are authorized to take such action as shall be deemed necessary and appropriate to prepare the Official Statement.

Section 4. The use of one or more preliminary Official Statements (collectively, a "Preliminary Official Statement") relating to the sale of the Bonds in substantially the forms as has been presented to and considered by the Board is hereby approved, and the Financial Advisor and the underwriter are each hereby authorized to use a final Official Statement substantially in the form of said Preliminary Official Statement but with such changes therein as are required to conform the same to the terms of the Bonds and the authorizing resolution for the Bonds, when adopted, providing for the sale and issuance of the Bonds, and the Board Secretary is hereby authorized and directed to execute a final Official Statement, if requested.

The Financial Advisor is hereby authorized and directed to disseminate the terms of offering, in compliance with the Internal Revenue Service regulations governing "Issue Price" determinations, substantially in the form of the terms of offering attached to the Preliminary Official Statement. The Preliminary Official Statement as of its date is deemed final by the School District within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 5. The Board hereby approves the issuance and sale of the Bonds in an aggregate principal amount not to exceed \$30,000,000, in one or more series, and at interest rates which result in a yield on the Bonds of not to exceed 6.00%, with the final terms and provisions substantially as set forth in the authorizing resolution and Preliminary Official Statement on file with the Board. The President of the Board and the Board Secretary, or their designees are authorized and directed to execute and deliver a Bond Purchase Agreement for the Bonds in the form substantially similar to that included in the Preliminary Official Statement. The final pricing terms shall be finally determined and approved by the President, the Superintendent, the Director of Operations, the Board Treasurer and/or Board Secretary in accordance with these parameters.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved October 10, 2022.

---

President, Board of Directors

Attest:

---

Board Secretary

STATE OF IOWA  
COUNTY OF LINN

SS:

CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT

I, the undersigned, Board Secretary of the Cedar Rapids Community School District, hereby certify that the above and foregoing is a true and correct copy of the minutes of a meeting of the Board of the School District, held as therein shown with respect to holding a hearing and approving a resolution regarding the sale and issuance of School Infrastructure Sales, Services and Use Tax Revenue Bonds, including a true, correct and complete copy of the resolution referred to in such minutes.

WITNESS MY HAND this \_\_\_\_\_ day of October, 2022.

---

Board Secretary

## ADMINISTRATION

### **BA-23-145      Fiscal Year 2022 Financial Highlights (Karla Hogan)**

Exhibit: BA-23-145.1-10

#### **Information Item**

#### **Pertinent Fact(s):**

1. The Financial Highlights of Fiscal Year 2022 are provided in the exhibit as required by Board Regulation 703.2.
2. District revenues from all funds totaled \$307,911,189 while District expenditures from all funds totaled \$315,450,036.
3. Preliminary numbers show the General Fund Unspent Balance (spending authority) improved from \$25.6 million at the end of FY2021 to \$30.5 million at the end of FY2022. The General Fund, "Fund Balance" saw an increase from \$33.6 million to \$39.6 million over the same period.
4. The solvency ratio decreased from 14.02% to 13.10%. Fund reserve trends as of June 30, 2022 are included for all other funds in the exhibit.

# FISCAL YEAR 2022 HIGHLIGHTS

## Board Update

October 10, 2022

# Statement of Revenues/Expenditures All Funds

## Statement of Revenues, Expenditures, Other Financing Sources (Uses) And Changes In Fund Balance

For the Period Ending June 30, 2022

### All Funds Summary Breakdown

(With Comparative Totals For the Period Ended July, 2020 - June, 2021)

				Management Fund							
	All Funds FY2021	All Funds FY2022	% Incr/(Decr)	General Fund	Activity Fund	Management Fund	Sales Tax Fund	PPEL	Debt Service	School Nutrition	Other 60 Funds
<b>REVENUES</b>											
Local	\$112,089,976	\$109,261,373	(2.52%)	\$85,609,089	\$2,093,452	\$8,532,924	\$240,411	\$10,878,101	\$176,990	\$401,223	\$1,329,183
State	\$138,614,591	\$139,859,552	0.90%	119,648,356	0	244,053	19,639,982	281,847	0	45,315	0
Federal	\$25,343,108	\$40,760,033	60.83%	27,455,993	0	0	0	0	585,174	12,647,344	71,521
Other Financing Sources/Income Items	\$77,708,136	\$18,030,232	(76.80%)	2,335,385	358,932	0	1,345,126	1,718,059	11,936,105	228,233	108,392
<b>TOTAL REVENUE</b>	<b>\$353,755,811</b>	<b>\$307,911,189</b>	<b>(12.96%)</b>	<b>\$235,048,823</b>	<b>\$2,452,384</b>	<b>\$8,776,977</b>	<b>\$21,225,519</b>	<b>\$12,878,007</b>	<b>\$12,698,266</b>	<b>\$13,322,116</b>	<b>\$1,509,096</b>
<b>EXPENDITURES</b>											
Salaries	\$147,132,831	\$147,807,811	0.46%	\$143,241,951	\$28,659	\$58,192	\$0	\$0	\$0	\$3,390,308	\$1,088,700
Employee Benefits	\$43,133,571	\$41,263,601	(4.34%)	37,074,677	3,879	3,729,993	0	0	0	400,537	54,515
Purchased Services	\$55,077,353	\$66,447,206	20.64%	25,845,598	472,631	2,998,358	23,180,205	13,919,320	0	7,465	23,627
Supplies	\$13,748,016	\$17,748,042	29.10%	10,607,313	1,302,033	0	9,166	15,510	0	5,710,978	103,043
Property	\$5,250,793	\$6,490,357	23.61%	3,623,137	105,199	0	2,344,229	292,000	0	124,045	1,747
Other Items	\$82,725,351	\$35,693,020	(56.85%)	8,647,971	98,982	320,282	12,944,367	1,257,592	12,022,027	395,759	6,041
<b>TOTAL EXPENDITURES</b>	<b>\$347,067,915</b>	<b>\$315,450,036</b>	<b>(9.11%)</b>	<b>\$229,040,648</b>	<b>\$2,011,382</b>	<b>\$7,106,825</b>	<b>\$38,477,966</b>	<b>\$15,484,422</b>	<b>\$12,022,027</b>	<b>\$10,029,093</b>	<b>\$1,277,673</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$6,687,896</b>	<b>(\$7,538,847)</b>	<b>(212.72%)</b>	<b>\$6,008,175</b>	<b>\$441,002</b>	<b>\$1,670,152</b>	<b>(\$17,252,447)</b>	<b>(\$2,606,415)</b>	<b>\$676,241</b>	<b>\$3,293,023</b>	<b>\$231,423</b>
<b>FUND BALANCE</b>											
Beginning of Period				\$33,565,373	\$1,751,616	\$7,836,833	\$36,283,011	\$14,085,891	\$12,606,787	\$811,837	(\$435,888)
End of Period				\$39,573,548	\$2,192,618	\$9,506,985	\$19,030,564	\$11,479,475	\$13,283,028	\$4,104,860	(\$204,464)





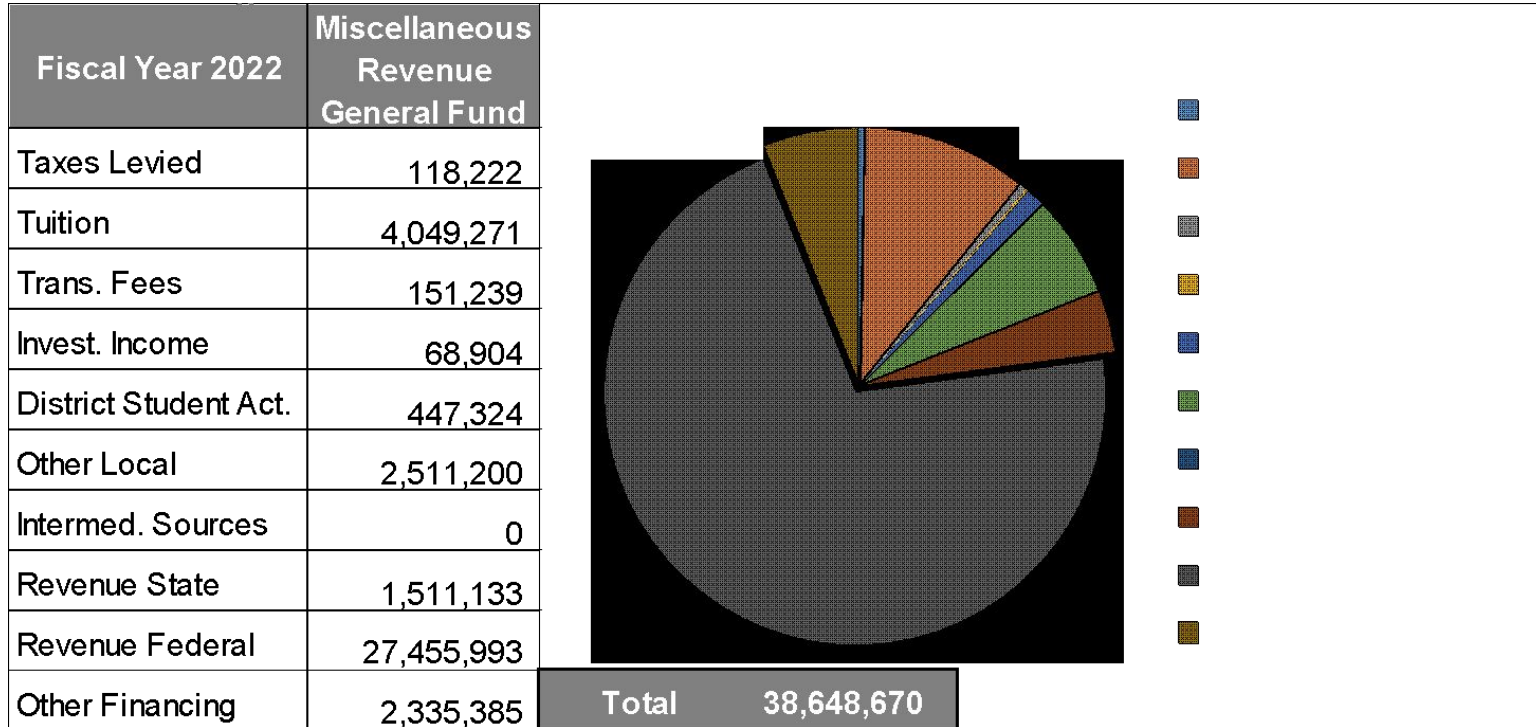
# General Fund Summary

General Fund   Financial Summary				
For the Period Ending June 30, 2022				
	Prior YTD	Current YTD	Annual Budget	YTD % of Budget
<b>REVENUES</b>				
Local	\$86,751,306	\$85,609,089	\$86,638,134	98.81%
Intermediate	0	0	0	
State	120,681,188	119,648,356	120,083,815	99.64%
Federal	16,600,792	27,455,993	27,109,963	101.28%
Other Financing Sources/Income Items	3,747,716	2,335,385	2,036,470	114.68%
<b>TOTAL REVENUE</b>	<b>\$227,781,001</b>	<b>\$235,048,823</b>	<b>\$235,868,382</b>	<b>99.65%</b>
<b>EXPENDITURES</b>				
Salaries	\$141,243,891	\$143,241,951	\$136,939,377	104.60%
Employee Benefits	37,200,948	37,074,677	34,682,901	106.90%
Purchased Services	22,933,518	25,845,599	23,794,258	108.62%
Supplies	8,667,381	10,607,313	15,038,064	70.54%
Property	3,594,966	3,623,137	3,219,822	112.53%
Debt Service & Misc. Objects	0	0	0	
Other Items	9,155,681	8,647,971	17,708,427	48.84%
<b>TOTAL EXPENDITURES</b>	<b>\$222,796,385</b>	<b>\$229,040,648</b>	<b>\$231,382,850</b>	<b>98.99%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$4,984,616</b>	<b>\$6,008,175</b>	<b>\$4,485,532</b>	
<b>ENDING FUND BALANCE</b>	<b>\$33,565,373</b>	<b>\$39,573,547</b>		

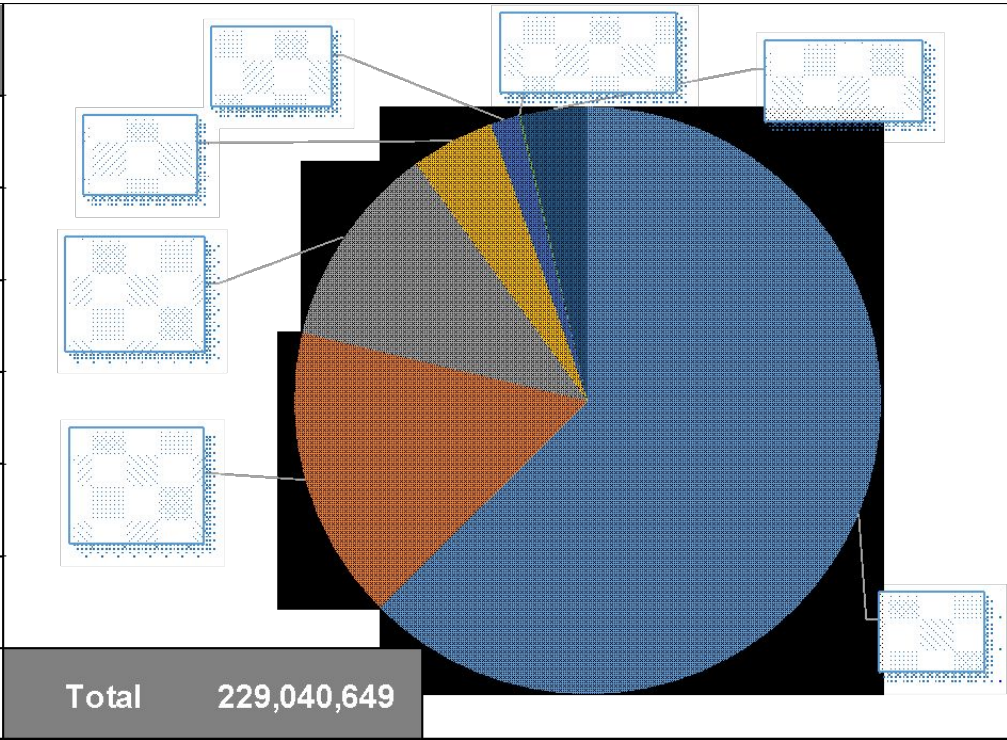
# General Fund Historical Summary

Cedar Rapids Community School District							
General Fund - Historical Summary							
REVENUE	ACTUAL REVENUE / EXPENDITURES					Current FY	
	FY - 2017	FY - 2018	FY - 2019	FY - 2020	FY - 2021	FY - 2022	% Δ
Local	\$77,386,632	\$78,848,117	\$81,124,050	\$82,115,259	\$86,751,306	\$85,609,089	-1.32%
Intermediate	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
State	\$115,449,294	\$116,263,740	\$116,587,278	\$118,641,268	\$120,681,188	\$119,648,356	-0.86%
Federal	\$9,025,752	\$9,620,689	\$11,028,478	\$11,439,464	\$16,600,792	\$27,455,993	65.39%
Other Fin. & Income Items	\$2,599,967	\$2,658,919	\$2,874,427	\$3,510,357	\$3,747,716	\$2,335,385	-37.69%
<b>TOTAL REVENUE</b>	<b>\$204,461,646</b>	<b>\$207,391,465</b>	<b>\$211,614,234</b>	<b>\$215,706,350</b>	<b>\$227,781,001</b>	<b>\$235,048,823</b>	3.19%
EXPENDITURES							
Salaries	\$132,474,007	\$134,739,373	\$137,846,106	\$140,464,986	\$141,243,891	\$143,241,951	1.41%
Employee Benefits	\$29,375,868	\$31,200,220	\$32,699,468	\$35,933,669	\$37,200,948	\$37,074,677	-0.34%
Purchased Services	\$18,588,841	\$20,307,531	\$23,882,264	\$23,721,826	\$22,933,518	\$25,845,599	12.70%
Supplies	\$9,756,231	\$9,857,871	\$9,431,411	\$8,516,493	\$8,667,381	\$10,607,313	22.38%
Property	\$884,031	\$850,527	\$803,266	\$1,499,767	\$3,594,966	\$3,623,137	0.78%
Miscellaneous Objects	\$192,938	\$201,990	\$213,336	\$165,087	\$158,861	\$151,461	-4.66%
Other Items	\$7,473,413	\$7,834,627	\$7,833,772	\$9,490,023	\$8,996,819	\$8,496,510	-5.56%
<b>TOTAL EXPENDITURES</b>	<b>\$198,745,329</b>	<b>\$204,992,139</b>	<b>\$212,709,624</b>	<b>\$219,791,852</b>	<b>\$222,796,385</b>	<b>\$229,040,649</b>	2.80%
SURPLUS / DEFICIT	\$5,716,317	\$2,399,327	(\$1,095,390)	(\$4,085,502)	\$4,984,616	\$6,008,174	
BEGINNING FUND BALANCE	\$25,646,006	\$31,362,323	\$33,761,649	\$32,666,259	\$28,580,757	\$33,565,373	17.44%
YEAR-END FUND BALANCE	\$31,362,323	\$33,761,649	\$32,666,259	\$28,580,757	\$33,565,373	\$39,573,547	17.90%
FUND BALANCE AS % OF EXPENDITURES	15.78%	16.47%	15.36%	13.00%	15.07%	17.28%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	1.89	1.98	1.84	1.56	1.81	2.07	

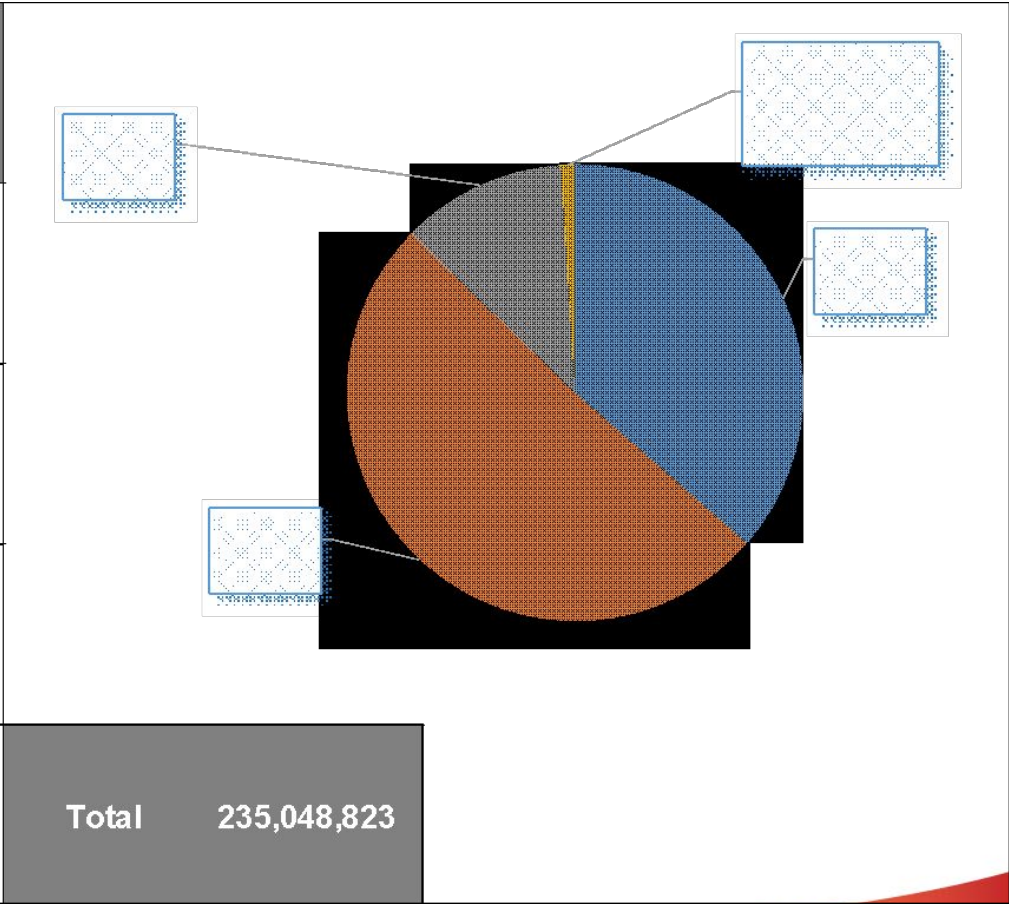
# Three Important Factors



Fiscal Year 2022	Spending General Fund
Salaries	143,241,951
Employee Benefits	37,074,677
Purchased Services	25,845,599
Supplies	10,607,313
Property	3,623,137
Misc. Objects	151,461
Other Items	8,496,510



Fiscal Year 2022	Revenues General Fund
Local	85,609,089
State	119,648,356
Federal	27,455,993
Other Income Items	2,335,385



# Unspent Authorized Budget Report

Cedar Rapids		Unspent Authorized Budget Report						Iowa Department of Management
1053		(Line 32 = Legal Limit on General Fund Spending)						
		Actual FY 2016	Actual FY 2017	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Actual FY 2022
Regular Program District Cost		108,565,466	111,646,926	113,899,089	115,383,638	116,706,816	118,769,372	117,343,354
Regular Program Budget Adjustment	+	0	0	0	0	0	0	2,613,712
Supplementary Weighting District Cost	+	1,491,727	1,732,833	1,872,904	2,089,224	2,343,693	2,130,780	2,412,257
Special Ed District Cost	+	16,830,764	17,083,477	17,800,544	16,704,674	17,347,576	17,712,611	17,814,627
Teacher Salary Supplement District Cost	+	9,169,285	9,433,835	9,626,387	9,745,943	9,854,093	10,018,722	10,018,722
Prof Dev Supplement District Cost	+	1,083,634	1,113,928	1,136,085	1,149,725	1,161,470	1,179,774	1,179,774
Early Intervention Suppl District Cost	+	1,182,666	1,215,564	1,239,832	1,254,729	1,267,490	1,287,455	1,287,455
Teacher Leadership Suppl District Cost	+	5,266,250	5,415,833	5,525,234	5,592,749	5,652,647	5,744,508	5,744,508
AEA Special Ed Support	+	5,493,818	5,640,231	5,770,555	5,783,178	5,865,074	5,963,341	5,897,803
AEA Special Ed Support Adjustment	+	0	0	0	0	0	0	65,538
AEA Media Services	+	1,000,710	1,026,906	1,046,075	1,054,701	1,064,674	1,080,540	1,065,728
AEA Educational Services	+	1,099,396	1,128,226	1,149,301	1,158,696	1,169,607	1,187,279	1,171,070
AEA Teacher Salary Suppl District Cost	+	512,206	526,953	539,723	541,413	550,247	560,606	560,606
AEA Prof Dev Suppl District Cost	+	59,527	61,328	62,846	63,142	64,104	65,259	65,259
SBRC Modified Suppl Amt Dropout	+	5,360,904	5,459,536	5,632,570	5,707,516	5,713,206	5,796,914	5,721,848
SBRC Modified Suppl Amt Other #1	+	610,058	880,131	1,020,124	1,500,257	1,790,064	2,235,494	2,162,044
SBRC Modified Suppl Amt Other #2	+	1,966,397	2,178,729	2,346,878	2,337,353	1,970,198	2,342,988	2,509,098
Special Ed Deficit Modified Suppl Amt	+	3,797,010	6,510,593	7,439,691	9,268,676	12,246,812	13,511,193	7,137,741
Enrollment Audit Adjustment	+	-10,186	-36,355	-22,278	3,732	-24,654	37,977	260,092
AEA Prorata Reduction	-	846,317	987,398	846,317	846,317	846,317	846,317	846,317
Maximum District Cost	=	162,633,315	170,031,276	175,239,243	178,493,029	183,896,800	188,778,498	184,184,919
Preschool Foundation Aid	+	1,650,176	1,730,065	1,909,236	2,189,200	2,315,120	2,554,900	2,439,202
Instructional Support Authority	+	8,051,215	8,163,624	8,385,251	8,458,775	8,517,264	8,636,909	8,736,473
Other Miscellaneous Income	+	23,403,411	22,872,038	23,311,546	25,617,008	25,245,402	30,421,797	38,648,670
Unspent Auth Budget - Previous Year	+	5,790,286	7,102,510	11,154,184	15,007,321	17,055,709	18,033,219	25,628,938
Maximum Authorized Budget	=	201,528,403	209,899,513	219,999,460	229,765,333	237,030,295	248,425,323	259,638,202
Expenditures	-	194,425,893	198,745,329	204,992,139	212,709,624	218,997,076	222,796,385	229,040,649
Unspent Authorized Budget	=	7,102,510	11,154,184	15,007,321	17,055,709	18,033,219	25,628,938	30,597,553

# Solvency History and Current Report

## SOLVENCY HISTORY

Cedar Rapids Community School District | FY22 Cedar Rapids Final CAR loaded

	HISTORICAL					BUDGET
	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Assigned/Unassigned Dollars	\$26,131,496	\$29,434,260	\$27,069,908	\$24,096,002	\$30,805,268	\$29,745,965
Total Revenue	\$204,461,646	\$207,391,465	\$211,614,234	\$215,706,350	\$227,781,001	\$235,048,823
Total Expenditures	\$198,745,329	\$204,992,139	\$212,709,624	\$219,791,852	\$222,796,385	\$229,040,649
AEA Flowthrough	\$7,396,246	\$7,722,183	\$7,754,813	\$7,867,389	\$8,010,708	\$7,979,687
Solvency Ratio	13.26%	14.74%	13.28%	11.59%	14.02%	13.10%
Actual Cash Reserve Levy	\$0	\$9,938,666	\$9,737,603	\$10,806,693	\$14,130,250	\$14,010,000
Maximum Cash Reserve Levy						

# QUESTIONS

# FISCAL YEAR 2022 HIGHLIGHTS (UNAUDITED)



## LEARNING AND LEADERSHIP

**BA-23-146**      **Fall Data Assessment Update (Nicole Kooiker)**

Exhibit: BA-23-146.1-15

### **Information Item**

#### Strategic Plan/Focus Areas

- Culture
- Student Learning
- Workforce
- Systems and Resources

#### **Pertinent Fact(s):**

The Administration will share a high-level presentation of fall assessment data from the Elementary, Middle, and High School levels. The update will include FAST, iReady, and MAP assessment data.

# Data Review

## Fall 2022-2023

October 2022



# CRCSD STRATEGIC PLAN

## FIVE YEAR STRATEGIC PLAN SYSTEM INDICATORS:

### EQUITY

By June 2022, CRCSD will reduce gaps in reading and math across all student demographic groups (ELL, IEP, race) by 20%.

From 18-19 **37.8%** → 2022 **30.2%**  
average gap

### PROFICIENCY

By June 22 2022, at least 80% of students will score proficient or advanced on ISASP.

From 18-19 **64.5%** → 2022 **80%**  
average proficiency

### GRADUATION RATE

By June 2022, CRCSD will increase graduation rate by 10%.

From 2017 4 year **83.5%** → 2022 **93.5%**  
5 year **86.4%** → 2022 **96.4%**

## STUDENT LEARNING

### **PURPOSE:**

Ensure high quality instruction which fosters and inspires academic, social, and emotional learning and growth to meet the needs of every student

### **MEASURES:**

- Formative Assessment System for Teachers (FAST) -- Benchmark and Growth
- Future Ready Pathway Course Enrollment Data
- Profile of a Graduate Rubric Measures
- i ready

### **STRATEGIES:**

- Academic Road Map Strategic Plan (HRS Levels 1-4)
- Profile of a Graduate Implementation Plan
- School Improvement Plans
- New Art and Science of Teaching Instructional Framework Aligned to Individual Professional Development Plans
- Digital Literacy and Technology Plan
- Magnet Schools and Innovative Programs Plan



**Cedar Rapids  
Community School District**

*Every Learner. Future Ready.*

**Diversity,  
Equity,  
and  
Inclusion**

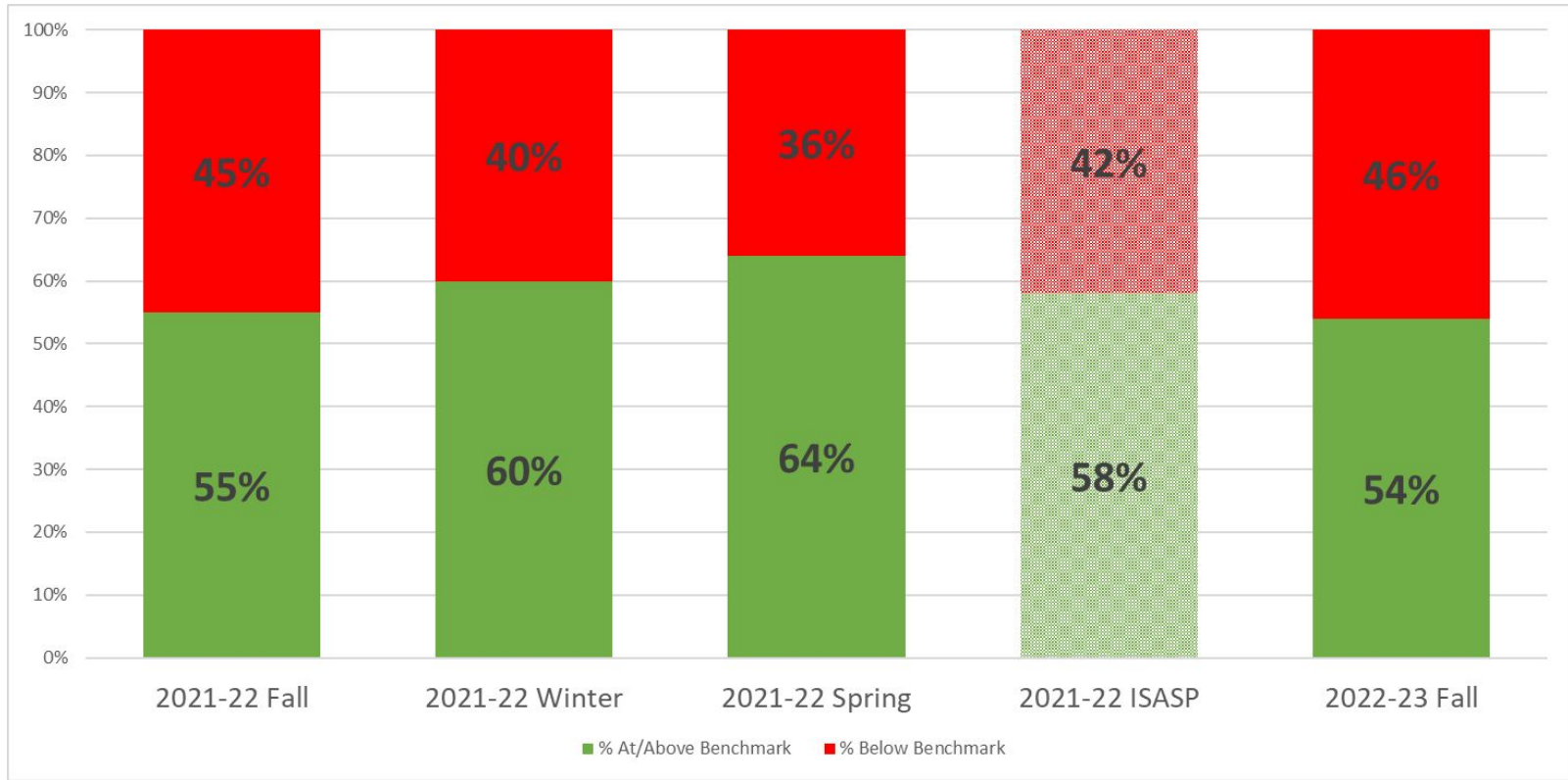
Leading Indicators	Lagging Indicators (SMART GOAL)	Office of Learning and Leadership Support	
1.2	<p><u>Students, parents, and community perceive the school environment as safe, supportive, and orderly.</u></p>	<p>We will increase the sense of belonging of staff and students by focusing on a safe, supportive and orderly environment as measured by <b>Panorama</b>.</p>	<ol style="list-style-type: none"> <li>1. Collaboration with Top Rank around diversity, equity, inclusion and belonging sessions for faculty, staff, and admin.</li> <li>2. Equity coaches will continue professional learning with OLL team members and principal level meetings.</li> <li>3. Diversity, equity, inclusion, and belonging learning will occur at Executive Council meetings, All-Admin meetings, and OLL sync-up meetings.</li> </ol>
1.4	<p><u>Collaborative teams regularly interact to address common issues regarding curriculum, assessment, instruction, and the achievement of all students.</u></p>	<p>We will reduce gaps in reading and math across student demographic data, as well as, increase achievement and growth as measured by common assessments. We will grow in our effectiveness in Professional Learning Communities as measured by the <b>Strategy Implementation Guide</b>.</p>	<ol style="list-style-type: none"> <li>1. Continued learning and reflection during coaches and admin learning around the SIG</li> <li>2. Grow effectiveness of coaching our PLCs through the use and measurement of the SIC</li> <li>3. The SIG will be the working/driving document that will continue to guide around work around Friday OLL support within buildings</li> </ol>
2.4	<p><u>The school provides teachers with clear, ongoing evaluations of their pedagogical strengths and weaknesses that are based on multiple sources of data and are consistent with student achievement data.</u></p>	<p>We will increase effective teaching in every classroom as measured by coaching inquiry cycles, informal observations, artifacts of practice, and formal observations as measured in <b>TeachBoost</b>.</p>	<ol style="list-style-type: none"> <li>1. Support of formal and informal evaluations and artifacts of practice provided through TeachBoost Pro</li> <li>2. Learning to support and shift teacher development and evaluation with CWAEA (evaluator approval credit offered)</li> <li>3. Support of coaching cycles and review of the data regularly</li> </ol>
<b>Office of Learning and Leadership System Goals</b>			
3.2	<p><u>The school curriculum is focused enough that teacher can adequately address it in the time they have available</u></p>	<p>We will ensure components of a guaranteed and viable curriculum are in place and used.</p>	<ol style="list-style-type: none"> <li>1. Reset and vision casting of Understanding by Design as a unit planning template with ELSC teachers leaders and administrators, as well as, a balanced assessment system</li> <li>2. Math professional learning with resources and tight/loose</li> </ol>

# Elementary Schools - FAST Assessment

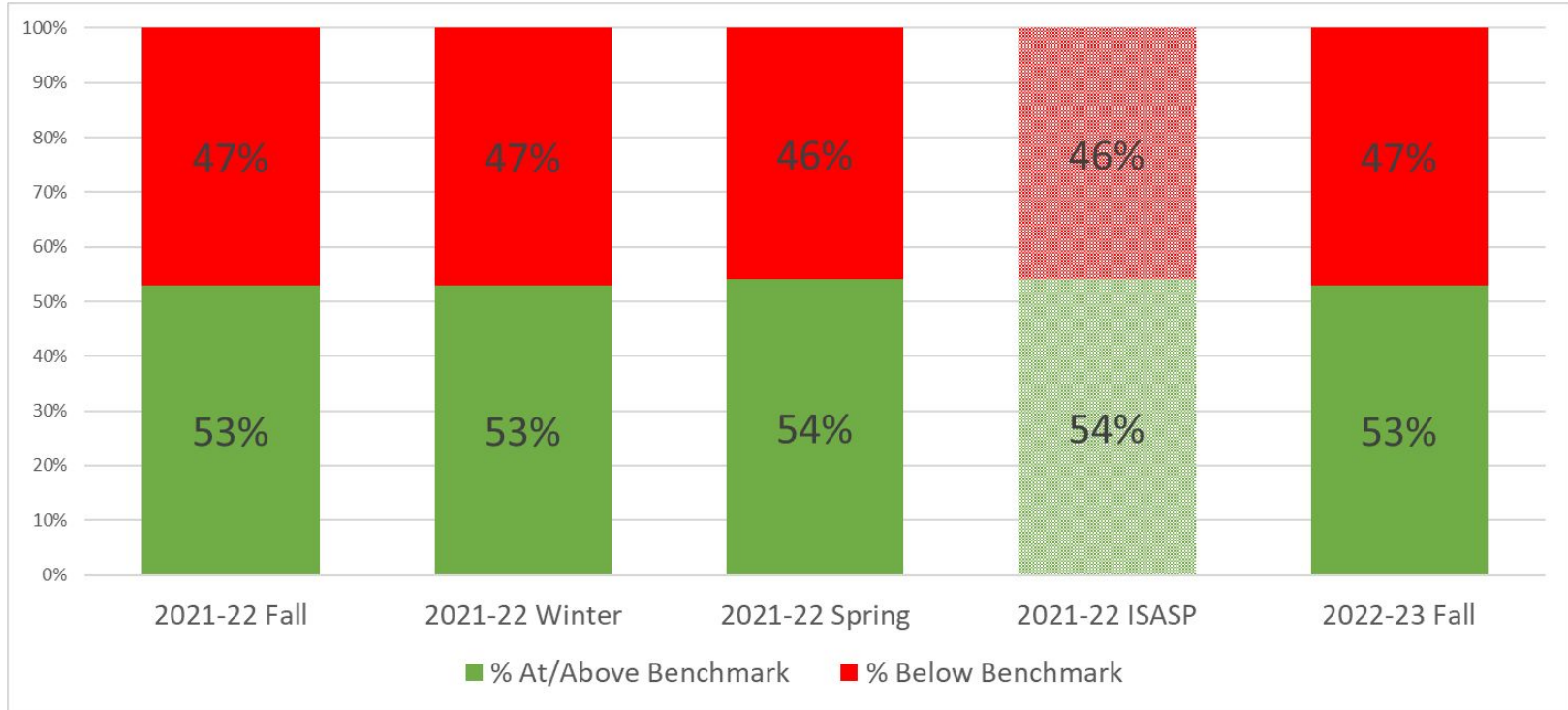
**FAST = Formative Assessment System for Teachers.**  
Intended to provide timely results for use in planning reading instruction

- **When:** Fall, Winter, and Spring assessment windows
- **What:** Two areas of measurement for growth in
  - Reading and Math
- **Who:** K - 5th graders

# ES Reading (FAST, ISASP)



# ES Math (FAST, ISASP)



# Middle Schools

## Assessments

**iReady** = Measures student performance in reading and math relating to their grade level and national norms. iReady scores correlate closely to scores on our state test (ISASP) and are a benchmark for progress toward our system indicator goals. Administered in fall, winter and spring.

**ISASP** = The Iowa Statewide Assessment of Student Progress (ISASP) measures student achievement and understanding of the Iowa Core Standards in English Language Arts (ELA), Mathematics, and Science. Administered every spring.



# Middle Schools

## Assessments

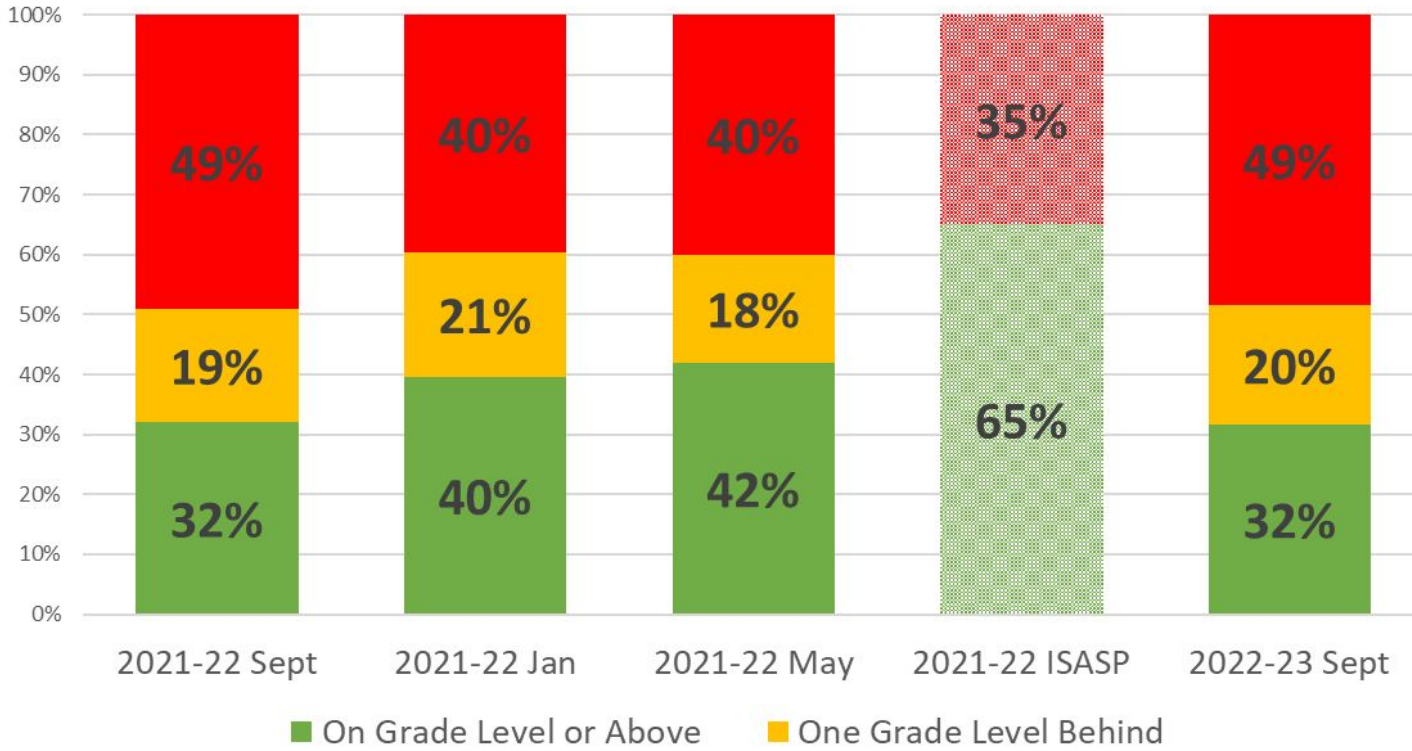
**iReady** = more rigorous measure than ISASP.

**Green on iReady** = 100% predictive of proficiency on ISASP.

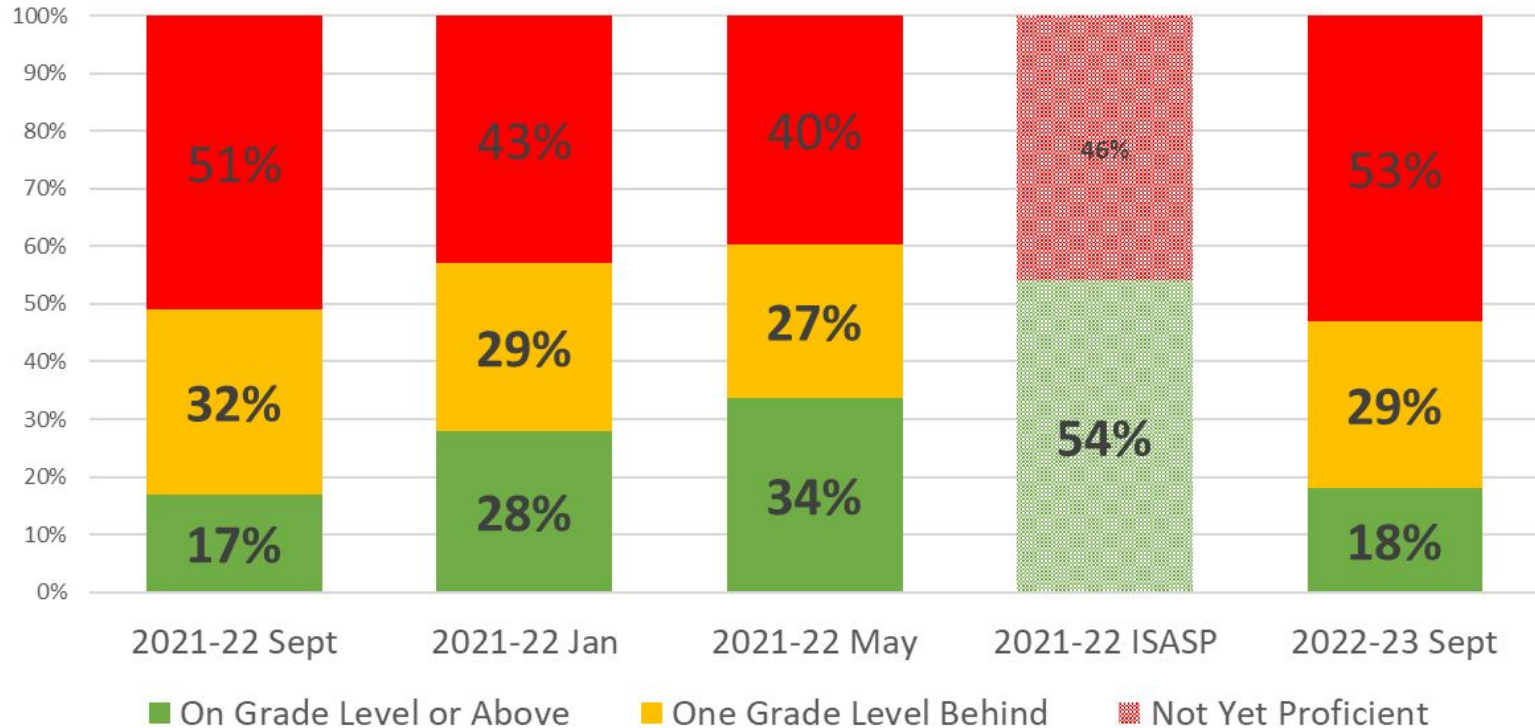
**Yellow on iReady** = 85% predictive of proficiency on ISASP.

**Green + Yellow** = an approximation of our end of year ISASP results.

# MS Reading (iReady, ISASP)



# MS Math (iReady, ISASP)

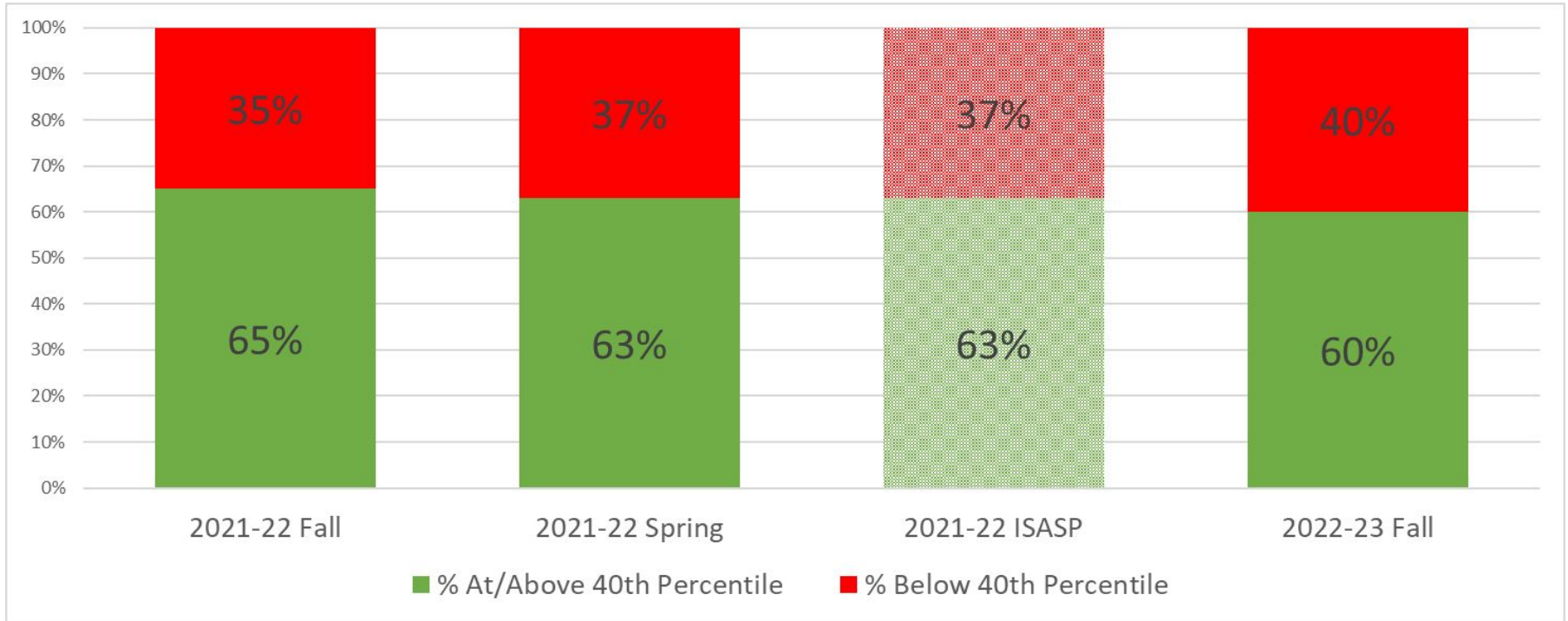


# High Schools - MAP Assessment

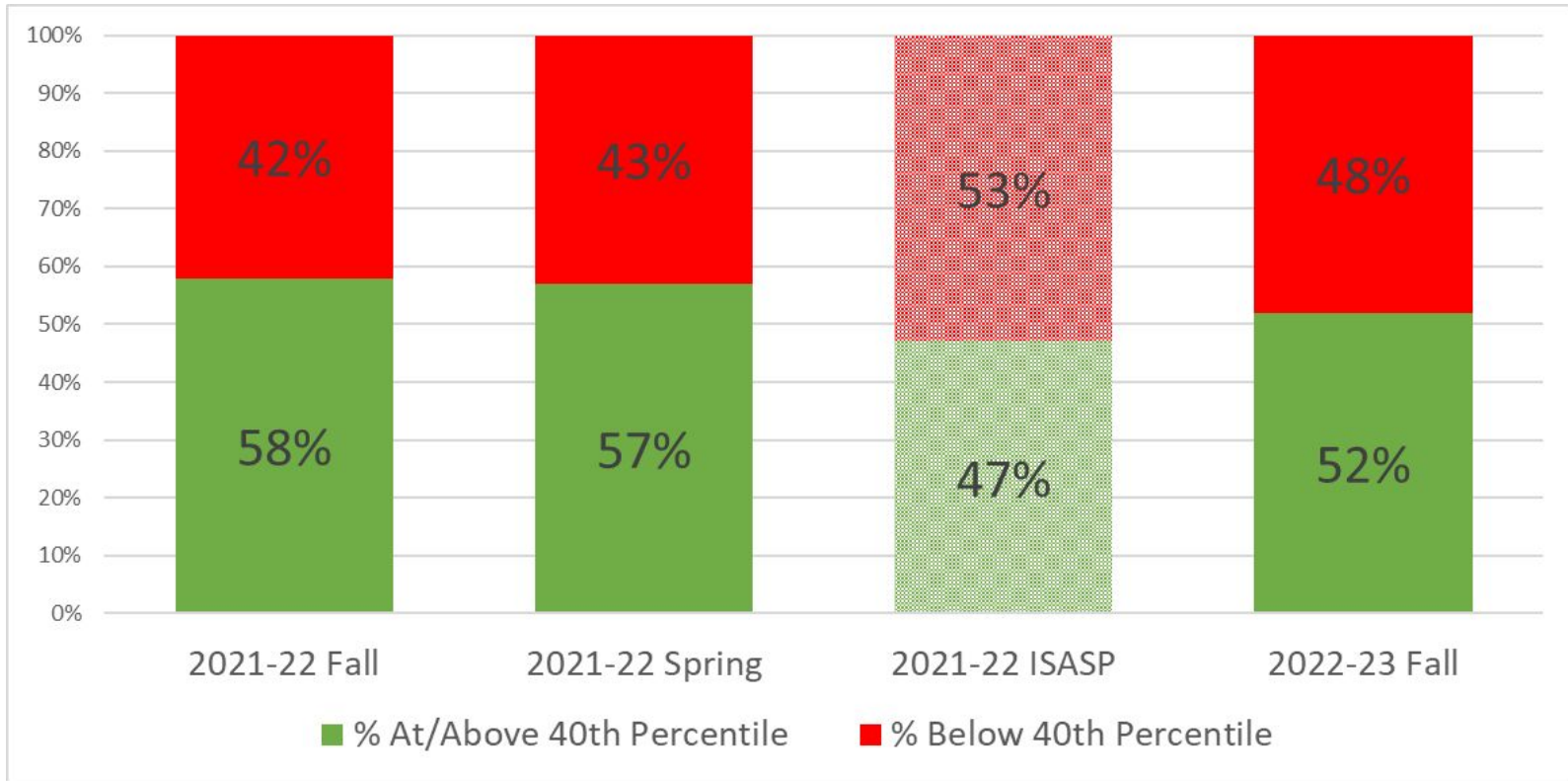
**NWEA MAP = (Measures of Academic Progress)**

- **When:** Fall & Winter assessment windows
- **What:** Three areas of measurement for growth in
  - Math, Reading, Science
- **Who:** 9th - 11th graders

# HS Reading (MAP, ISASP)



# HS Math (MAP, ISASP)



# HS Science (MAP, ISASP)



# QUESTIONS





## **BOARD GOVERNANCE**

**BA-23-147 Superintendent Search Consultants Presentations (David Tominsky)**

### **Information Item**

#### **Pertinent Fact(s):**

1. Board leadership identified 3 qualified superintendent search consulting firms to consider leading the search for the superintendent of schools. The identified firms will provide presentations to the Board of Education.
2. At the conclusion of the presentations, the Board of Directors, who have scheduled a Special Board Meeting to be held on Monday, October 17, 2022, will meet to discuss and identify which firm they will select to lead the search.



## SCHOOL BOARD CALENDAR

(Dates and times are tentative – please consult with the Board Secretary’s Office for more details)

### 2022- OCTOBER

Monday	Oct 10	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Monday	Oct 17	5:30 pm	Special Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Monday	Oct 24	5:30 pm	Board Meeting/Work Session	ELSC, Board Room 2500 Edgewood Rd NW

### 2022- NOVEMBER

Tuesday	Nov 2		Election Day	
Monday	Nov 14	5:30 pm	Board Annual & Regular Meetings	ELSC, Board Room 2500 Edgewood Rd NW
Thurs/Fri	Nov 24/25		Holiday Observance	Offices Closed

### 2022- DECEMBER

Monday	Dec 12	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Fri/Mon	Dec 23/26		Holiday Observances	Offices Closed
Fri/Mon	Dec 30/Jan 2		Holiday Observances	Offices Closed

### 2023- JANUARY

Monday	Jan 9	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Monday	Jan 10	5:30 pm	Metro High School Winter Graduation	DoubleTree Hotel 350 First Ave NE
Monday	Jan 23	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW

### 2023- FEBRUARY

Monday	Feb 13	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Monday	Feb 27	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW

ADJOURNMENT – President David Tominsky

**Board Meeting: Monday, October 10, 2022**