

SIDNEY COMMUNITY SCHOOLS
“We hold tomorrow in our hands.”

Board of Directors

Heidi Lowthorp – President
Alisha Ettleman – Vice-President
Erika Graham
Larry Holt
Michael Daly
Janet Lemrick – Board Secretary
Jennifer Maher – Board Treasurer

Gregg Cruickshank
Superintendent
2754 Knox Road; Box 609
Sidney, IA 51652
712-374-2141
712-374-2013 FAX
gcruckshank@sidney.k12.ia.us

Linda Spencer
Pk-6 Principal/Curriculum Dir.
1002 Illinois; Box 609
Sidney, IA 51652
712-374-2647
712-374-2648 FAX
lspencer@sidney.k12.ia.us

Bill Huntington
7-12 Principal
2754 Knox Road; Box 609
Sidney, IA 51652
712-374-2141
712-374-2013 FAX
bhuntington@sidney.k12.ia.us

Board of Directors Meeting Agenda
Monday, November 16, 2015 - 7 p.m.
Board Room – 2754 Knox Road

1. **Call meeting to order and determine a quorum**
2. **Recognition of guests and public comment** – the Board may allow up to 5 minutes for citizens to discuss school matters with the Board. More time may be granted at the discretion of the Board. Discussing personnel matters relating to performance and evaluation are prohibited by the Board. Such matters shall be appropriately considered by the administration and resolved according to Board Policy and Iowa Administrative Code.
3. **Approve agenda**
4. **Approve minutes** – October regular meeting
5. **Consider bills to be paid**
6. **Financials**
7. **Reports**
Elementary Principal/Curriculum Director
Junior High-High School Principal
Superintendent
8. **Discussion**
 - a. Communication protocols
 - b. Parking at Junior High – High School
9. **Discussion/action**
 - a. Equity coordinator
 - b. Board policy sections 102 and 104
 - c. Modified Allowable Growth/Supplemental State Aid
Increasing Enrollment and Limited English Proficiency
 - d. Page County Conference Board
 - e. Nutrition prices
10. **Board comment**
11. **Celebrations**
12. **Adjournment**

Elementary Principal/Curriculum Director – enclosed.

Junior High/High School Principal – will be emailed and hard copies shared at the meeting.

Superintendent

- **Equal per pupil funding** – here is the link to the YouTube video from the Iowa School Finance Information Services website. It will be viewed at the meeting.
<https://www.youtube.com/watch?v=jZRuHCMdgRI&feature=youtu.be>
- **New requirements for teaching concurrent enrollment through Iowa Western** – letters received by Connie Scott and Dyan Larsen enclosed. More information will be provided at the meeting.
- **Equity site visit**
 - *Scheduled for December 9 and 10.
 - *Consists of a document compliance review, interviews with high school students, parents of high school students, counselors, equity coordinator, career and technical education teachers, principals, special education teachers, English as a second language teacher, superintendent, and maintenance staff.
 - *Review of district facilities.
 - *The district has not had an equity visit since 1999. A report of areas of compliance and non-compliance will be presented to the district by the department of education, and a timeline to remedy non-compliance. As with all site visits, the administration views this as an opportunity to address areas that need to be improved and highlight the district strengths.

Discussion

Communication protocols

- **Enclosed** is the procedures document that was shared with the Board earlier this week and is shared and discussed with the staff prior to the start of the school year.
- The meeting will be a good opportunity for Board conversation, and to provide constructive input to the administration to improve in this area. Mrs. Spencer, Mr. Huntington, and I welcome the board's thoughts and suggestions for improvement. Safety is the top priority.

Parking at the Junior High/High School

- A relatively inexpensive way to increase parking, and possibly encourage more people to park in the gravel area on the east side, would be to take out the sod and bushes between the asphalt and the gravel. Ray Moreland, Pat Barrett, and I have discussed this and would like the thoughts of the Board.

Discussion/action

Equity coordinator

- There needs to be board action on the appointment of an Equity Coordinator prior to the equity visit.
- The Department of Education prefers the coordinator not to be an administrator. In many small districts this responsibility is given to a guidance counselor or counselor.
- Recommend appointing Melissa Godfread. **Motion to approve if the board so chooses.**

Board policy sections 102 and 104

- **Enclosed** are the latest updates that have been revised by the Iowa Association of School Boards. The policies as written comply with all state and federal legislation and guidelines.
- They do not have to be adopted until the August 2016 board meeting. A consideration may be to adopt them now with the equity visit approaching. The district will not be found in non-compliance at the time of the visit if the old policies are in place.
- **Motion to approve if the board so chooses.**

Modified Allowable Growth/Supplemental State Aid – increasing enrollment and limited English proficiency

- **Enclosed** is a copy of the application. This provides *budget authority* for the district to address possible increased costs due to increased enrollment in 2015/16 and to serve limited English proficiency students. **Also, enclosed** is the unspent budget authority worksheet and it is noted on line 18 where the budget authority fits.
- **A motion is needed should you so choose to ask the School Budget Review Committee for Modified Allowable Growth/Supplemental State Aid in the amount \$205,752 for increased enrollment and to serve limited English proficiency students.**

Page County Conference Board

- **Information enclosed.** Director Holt currently serves on the Board. **A motion to appoint a Board member is needed.**

Nutrition prices – here is a survey done at the October conference superintendent meeting for full priced lunches. The Riverside and Griswold superintendents were present. **A motion is needed if you so choose to raise full priced lunch prices.**

Sidney	JH/HS - 2.25	Elem - 2.15
South Page	JH/HS - 2.15	Elem - 2.05
Hamburg	JH/HS - 2.20	Elem - 2.20
East Mills	JH/HS - 2.40	Elem - 2.30
Essex	JH/HS - 2.40	Elem - 2.30
Stanton	JH/HS - 2.25	Elem - 2.10
Fremont-Mills	JH/HS 2.75	Elem - 2.55
Riverside	JH/HS - 2.35	Elem - 2.35
Griswold	JH/HS - 2.40	JH/HS - 2.60

Board Comment

Celebrations

Adjournment

Minutes

**Sidney Community School District
Board of Directors Regular Meeting
October 19, 2015 1004 Illinois St 7:00 p.m.**

Call meeting to order and determine quorum

The meeting was called to order at 7:01 p.m. by President Heidi Lowthorp. Directors present were Heidi Lowthorp, Alisha Ettleman, Larry Holt and Mike Daly. Directors absent was Erika Graham. Also present were Superintendent Gregg Cruickshank, 7-12 Principal Bill Huntington, PK-6 Principal Linda Spencer, Business Manager Jennifer Maher and Board Secretary Janet Lemrick.

Recognition of guests and public comment

Representing the bus drivers were Gary Whipple and Dennis Golden. They expressed concerns with the loading of buses on Fletcher Street during dismissal at the elementary. They also expressed concerns with student parking at the high school.

Brad Johnson, past Board Director, was present to receive a plaque of appreciation for his years of service at Sidney Schools.

Approve agenda

Motion to approve the agenda was made by Director Ettleman with second by Director Daly. Motion carried. Ayes 4 Nays 0

Approve minutes-September regular meeting

Motion to approve the minutes of September 21, 2015 regular meeting was made by Director Ettleman with second by Director Daly. Motion carried. Ayes 4 Nays 0

Consider bills to be paid

Motion to approve the bills as presented was made by Director Daly with second by Director Holt. Motion carried. Ayes 4 Nays 0

Financials

Business Manager, Jennifer Maher, informed the Board that a \$15,000 transfer from general fund into nutrition fund will be necessary to cover the beginning of year nutrition expenses.

Motion to approve the financial report as presented was made by Director Ettleman with second by Director Daly. Motion carried. Ayes 4 Nays 0

Audiences

Theresa Bryant, Nutrition Director, discussed with the Board the need for another part-time employee in the kitchen due to the increased number of students being served. The Board agreed to run an advertisement for employment.

Angie Sheldon, Aleria Alexander, and Libby Weber presented smart board technology uses in their classrooms.

Administrators report

Mrs. Spencer presented the PK-6 principal's report.

Mr. Huntington presented the 7-12 principal's report.

Mr. Cruickshank presented the Superintendent's report.

Director Ettleman left the meeting at 9:06 p.m.

Discussion

Enrollment and financial considerations

An eleven year enrollment history was reviewed. K – 12 served enrollment was 338.6 students in 2014-15 and is 391.8 students in 2015-16, an increase of 53.2. The unspent authorized budget report was reviewed with an estimated ending fund balance for fiscal year 2015 of \$1,229,000.

Facilities, transportation, considerations

Bids were reviewed to install a sidewalk on north side of parking lot to help with the loading and unloading of students at the elementary.

Bids were reviewed for purchasing a Toro lawn mower.

Bids were reviewed for purchasing a 65 passenger gas bus.

Attendance centers are in good shape and the Ag shop is adequately serving Ag/Auto programs. The football field, track and elementary gym are serving their purpose but starting to show their age.

The equity visit from the Department of Education December 9 and 10 will help determine priorities for facilities projects.

Technology

The Board would like to continue with the commitment to keep current with technology opportunities for students and it interested in information regarding a voted PPEL.

Discussion/Action

Instructional Support Levy/Program Resolution to Participate

Motion to participate in the Instructional Support Levy for a period of five years from July 1, 2016 through June 30, 2021 was made by Director Daly with second by Director Holt. Motion carried. Ayes 3 Nays 0

Sharing partnerships

Motion to allow Nishnabotna junior high girls to participate in the Sidney junior high girls basketball program for the 2015/16 season was made by Director Daly with second by Director Holt. Motion carried. Ayes 3 Nays 0

Modified Allowable Growth/Supplemental State Aid

Motion to ask the School Budget Review Committee for Modified Allowable Growth/Supplemental State Aid in the amount of \$260,600/73 for the 2015 special education deficit was made by Director Holt with second by Director Daly. Motion carried. Ayes 3 Nays 0

Action

Employment of personnel

Motion to hire Luke Buttry as JH Head Boys Basketball Coach, Alissa Moreland as JH Assistant Boys Basketball Coach, Kent Larsen as Assistant JH Girls Basketball Coach, Bill Huntington as Head Girls Basketball Coach, and Teri Whitehead as Assistant HS Boys Basketball Coach was made by Director Daly with second by Director Holt. Motion carried. Ayes 3 Nays 0

Motion to appoint Mike Daly as Volunteer Assistant HS Girls Basketball Coach was made by Director Holt with second by Director Lowthorp. Motion carried. Ayes 2 Nays 0 Abstain 1 (Mike Daly)

Motion to hire Iesha Connelly and Kameron Johnson as teacher associates was made by Director Holt with second by Director Daly. Motion carried. Ayes 3 Nays 0

Board Comment

The condition of the School/Community Fitness Facility has become a concern. Members of Sidney Pride have volunteered to apply for grants to improve equipment and upkeep of the facility. Mr. Huntington has an equipment wish list at his office.

Celebrations

Congratulations to:

Faith Brumbaugh was published in the 2015 Young American Poetry Digest.

Elise Chapman and family were invited to meet President Obama in Des Moines after he read a letter sent to him from Elise.

High School Band place 4th out of 29 schools at Clarinda Band Days.

Junior High Girls Volleyball undefeated for the 4th straight year.

High School Girls Volleyball won both Corner Conference Regular Season and Tournament titles.

High School Girls Volleyball won the Siouxland Volleyball Tournament.

Adjournment

Motion to adjourn at 9:50 p.m. was made by Director Holt with second by Director Daly. Motion carried. Ayes 3 Nays 0

NEXT REGULAR SCHEDULED MEETING WILL BE HELD NOVEMBER 16, 2015

This publication of minutes is the unofficial report of action taken. Official minutes are available for review at the Sidney Community School District after approval at the next regular board meeting.

Accounts Payable
Payroll

SIDNEY SCHOOL BOARD REPORT OF EXPENDITURES
SIDNEY COMMUNITY SCHOOL

CLAIMS PAID IN

November-2015
Accounts Payable

Payroll			
Salaries/Wages	267,015.14	General	51,344.35
District Expense Insurance	16,094.61	Lunch Fund	13,632.81
IPERS	23,665.95	Activity Fund	14,223.52
Medicare/Social Security	19,134.12	School House	13,932.69
District Total	<u>325,909.82</u>	District Total	<u>93,133.37</u>

SIDNEY COMMUNITY SCHOOL DISTRICT BOARD REPORT FOR

November-2015

Fund 10 OPERATING FUND

AGRIVISION	19.14
ATCHISON HOLT ELECTRIC	6,262.29
BARRETT, PAT	220.00
BISHOP PLUMBING AND HEATING	157.00
BLACK HILLS ENERGY	95.58
BLACKBURN, DAN	821.00
BMO HARRIS MASTERCARD	9,895.55
CITY OF SIDNEY	513.53
CONTINUUM ENERGY	553.42
CONESTOGA HIGH SCHOOL	15.00
CORNHUSKER INTERNATIONAL	28.56
DECKER INC	93.95
DONS JOHNS SEPTIC PUMPING	150.00
EDUCATIONAL SERVICE UNIT #3	10,348.80
EDUCATIONAL TRANSITIONS PUBLIC	1,500.00
FOX, NICOLE	10.13
GODFREY, MELISSA	329.63
GORDON, ROSEMARY	10.01
GREEN VALLEY AEA 14	900.00
HANKINS OUTDOOR POWER, TIRE & HANNAH, SNEED	342.16
HENNEMAN AUTO PARTS	368.00
HOLT GAS COMPANY	343.80
IOWA SCHOOL FINANCE	2,744.40
IOWA WESTERN COMMUNITY COLLEGE	168.00
IXL LEARNING	50.00
J W PEPPER & SON	337.00
JEFF & DEB NORTON	19.49
JUREY, SALLY	1,456.00
KONICA MINOLTA	33.00
LIFETOUCH NATIONAL SCHOOL	460.81
LOPEZ, GABRIEL	420.00
MAHER, JENNIFER	263.00
MARTIN BROTHERS DIST	13.50
MATHESON TRI-GAS INC	515.04
MENARDS	536.89
MIDAMERICAN ENERGY	143.65
MILLION DOLLAR LAWNS	2,015.60
MITCHELL, ERIKA	710.00
MORELAND, ALISSA	286.94
MORELAND, RAYMOND	230.00
NASCO	33.00
NEBRASKA-IOWA DOOR SERVICES	21.10
NISHNA PRODUCTIONS INC	585.00
PIERCE, BARB	1,157.04
RICHARDSON SANITATION	238.00
SCHOOL ADMINISTRATORS OF IOWA	505.00
SCHOOL SPECIALTY INC	235.00
SIDNEY ARGUS HERALD	618.23
SIDNEY FOODS LTD	292.02
SIDNEY SCD ACTIVITY FUND	397.13
SWIBA HS HONOR BAND FESTIVAL	2,884.00
TABOR FLORAL	6.00
TROXEL COMMUNICATIONS	25.00
UNITED CULTURES, INC	399.96
WILSON, JANE	555.00
	12.00

Fund Total: 51,344.35
Checking Account Total: \$51,344.35

FUND 61 SCHOOL NUTRITION FUND

ANDERSON ERICKSON DAIRY CO	2,180.50
HOBART	325.36
KECK INC	1,730.49
MARTIN BROTHERS DIST	3,045.20
SIDNEY CSD GENERAL FUND	6,310.09
SIDNEY FOODS LTD	41.17

Fund Total: 13,632.81
Checking Account#2 Total: \$13,632.81

Fund 22 MANAGEMENT

EMC INSURANCE COMPANIES	1,835.00
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Fund Total: \$1,835.00

Fund 36 PPEL

AEA267	112.70
KONICA MINOLTA	925.68

Fund Total: \$1,038.38

Fund 33 LOSST

ARTSTRONG PAINTING	920.00
HARDY CONSTRUCTION	3,500.00
HAYES MECHANICAL	3,102.23
HEARTLAND TECHNOLOGY SOLUTIONS	47.50
JMC COMPUTER SERVICE	782.00
MAC TO SCHOOL	2,485.00
TROXEL COMMUNICATIONS	222.58

Fund Total: \$11,059.31

Fund 40 DEBT SERVICE

Fund Total: 0.00

Checking Account#4 Total: \$13,932.69

Fund 21 STUDENT ACTIVITY FUND

ANDERSON, DEAN	100.00
BMO HARRIS MASTERCARD	2,655.82
COLLINS, MIKE	100.00
CORNER CONFERENCE ACTIVITIES	474.00
DANKOFF, KYLE	100.00
DITTBERNER, JASON	100.00
ENGELKE, JESSE	100.00
FALLS CITY HIGH SCHOOL	90.00
FREMONT COUNTY VET	150.00
GRAPHIC EDGE	222.98
HALL, SUZANNE	197.97
HILDRETH, CLIFF	120.00
HOBBIE, KELSEY	15.00
HOWARD CLOTHING	77.00
IA CHEERLEADING COACHES ASSOC	160.00
IA GIRLS ATHLETIC UNION	4,794.00
IA GIRLS COACHING ASSOC	50.00
IRVIN, KEITH	100.00
JOSTENS	264.18
LARSEN, DYAN	124.02
LARSEN, OLIVIA	15.00
MARTIN BROTHERS DIST	40.08
MATTHEWS, RICHARD	110.00
PEPSI COLA COMPANY	774.38
SELL, ROGER	100.00
SIDNEY FOODS LTD	36.89
TABOR FLORAL	107.00
TROPHIES PLUS	142.20
WEST MONONA HIGH SCHOOL	75.00
WYHE'S CHOICE FUNDRAISING	2,828.00

Fund Total: 14,223.52

Checking Account #3 Total: \$14,223.52

Checking 1

AGRIVISION	SWITCH	19.14
ATCHISON HOLT ELECTRIC	SERVICE	6,262.29
BARRETT, PAT	OCT MILEAGE REIMBURSEMENT	220.00
BISHOP PLUMBING AND HEATING	CLEANED URINAL	157.00
BLACK HILLS ENERGY	SERVICE	95.58
BLACKBURN, DAN	MILEAGE REIMBURSEMENT	821.00
BMO HARRIS MASTERCARD	PCARDS	9,895.55
CITY OF SIDNEY	WATER	513.53
CONTINUUM ENERGY	SERVICE	553.42
CONESTOGA HIGH SCHOOL	PSAT TESTING	15.00
CORNHUSKER INTERNATIONAL	TRANSPORTATION SUPPLIES	28.56
DECKER INC	HUSSY 4" BLEACHER WHEEL	93.95
DONS JOHNS SEPTIC PUMPING	PORTABLE RESTROOMS	150.00
EDUCATIONAL SERVICE UNIT #3	SPED BILLING	10,348.80
EDUCATIONAL TRANSITIONS PUBLIC	NOV PAYMENT	1,500.00
FOX, NICOLE	LUNCH REIMBURSEMENT - WORLD IN MOTION	10.13
GODFREAD, MELISSA	MILEAGE/TRAVEL REIMBURSEMENT	329.63
GORDON, ROSEMARY	REIMBURSEMENT FOR GAS	10.01
GREEN VALLEY AEA 14	21ST CENTURY LEARNERS	900.00
HANKINS OUTDOOR POWER, TIRE &	TIRE REPAIRS	342.16
HANNAH, SNEED	OCT MILEAGE REIMBURSEMENT M HAGEN	368.00
HENNEMAN AUTO PARTS	TRANSPORTATION SUPPLIES	343.80
HOLT GAS COMPANY	FUEL	2,744.40
IOWA SCHOOL FINANCE	BACKGROUND CKS	168.00
IOWA WESTERN COMMUNITY COLLEGE	BUS DRIVER CLASS	50.00
IXL LEARNING	SITE LICENSES SPED	337.00
J W PEPPER & SON	TIMPANI SOLOS	19.49
JEFF & DEB NORTON	OCT MILEAGE REIMBURSEMENT	1,456.00
JUREY, SALLY	OCT MILEAGE REIMBURSEMENT	33.00
KONICA MINOLTA	MAINTENANCE	460.81
LIFETOUCH NATIONAL SCHOOL	ELEM YEARBOOKS	420.00
LOPEZ, GABRIEL	OCT MILEAGE REIMBURSEMENT	263.00
MAHER, JENNIFER	OCT MILEAGE REIMBURSEMENT	13.50
MARTIN BROTHERS DIST	FOOD	515.04
MATHESON TRI-GAS INC	CUSTODIAN SUPPLIES	536.89
MENARDS	IND ARTS SUPPLIES	143.65
MIDAMERICAN ENERGY	SERVICE	2,015.60
MILLION DOLLAR LAWN	FERTILIZER	710.00
MITCHELL, ERIKA	OCT MILEAGE/SUPPLY REIMBURSEMENT	286.94
MORELAND, ALISSA	REIMBURSEMENT	230.00
MORELAND, RAYMOND	OCT MILEAGE REIMBURSEMENT	33.00
NASCO	SCIENCE SUPPLIES	21.10
NEBRASKA-IOWA DOOR SERVICES	REPLACE WEATHERSEAL CLIP	585.00
NISHNA PRODUCTIONS INC	WORK ACTIVITY	1,157.04
PIERCE, BARB	OCT MILEAGE REIMBURSEMENT	238.00
RICHARDSON SANITATION	GARBAGE	505.00
SCHOOL ADMINISTRATORS OF IOWA	LEADERSHIP CONFERENCE L SPENCER	235.00
SCHOOL SPECIALTY INC	PREK/SPED SUPPLIES	618.23
SIDNEY ARGUS HERALD	ADVERTISING	292.02
SIDNEY FOODS LTD	CHARGE ACCOUNT	397.13
SIDNEY SCD ACTIVITY FUND	ELEM ACTIVITIES OWES ELM ART CLUB	2,884.00
SWIBA HS HONOR BAND FESTIVAL	HONOR BAND AUDITIONS	6.00
TABOR FLORAL	FLOWERS FOR B EITZMANN FUNERAL	25.00
TROXEL COMMUNICATIONS	DOC CAMERA - SPED	399.96
UNITED CULTURES, INC	SPANISH TRIP	555.00
WILSON, JANE	MILEAGE REIMBURSEMENT	12.00

51,344.35

51,344.35

Checking 2

ANDERSON ERICKSON DAIRY CO	MILK	2,180.50
HOBART	DISHWASHER REPAIRS	325.36
KECK INC	COMMODITIES	1,730.49
MARTIN BROTHERS DIST	FOOD	3,045.20
SIDNEY CSD GENERAL FUND	NOV NUTRITION PAYROLL	6,310.09
SIDNEY FOODS LTD	CHARGE ACCOUNT	41.17

13,632.81
13,632.81

Checking 3

ANDERSON, DEAN	VB OFFICAL 101615	100.00
BMO HARRIS MASTERCARD	PCARDS	2,655.82
COLLINS, MIKE	VB OFFICAL 101615	100.00
CORNER CONFERENCE ACTIVITIES	JH VOCAL CONFERENCE	474.00
DANKOFF, KYLE	VB OFFICAL 101315	100.00
DITTBERNER, JASON	VB OFFICAL 101615	100.00
ENGELKE, JESSE	VB OFFICAL 101615	100.00
FALLS CITY HIGH SCHOOL	VB ENTRY FEE	90.00
FREMONT COUNTY VET	COFLEX FOR FOOTBALL	150.00
GRAPHIC EDGE	VB SHIRTS	222.98
HALL, SUZANNE	REIMBURSEMENT FOR CHEER CONCESSIONS	197.97
HILDRETH, CLIFF	CERTIFY WRESTLING SCALES	120.00
HOBBIE, KELSEY	JH VB OFFICAL 100515	15.00
HOWARD CLOTHING	BORDER CLASSIC	77.00
IA CHEERLEADING COACHES ASSOC	ENTRY FEE	160.00
IA GIRLS ATHLETIC UNION	REGINAL VB GATES	4,794.00
IA GIRLS COACHING ASSOC	SHOOTOUT SCRIMMAGE	50.00
IRVIN, KEITH	VB OFFICAL 101615	100.00
JOSTENS	DIPLOMA COVERS	264.18
LARSEN, DYAN	BPA REIMBURSEMENT	124.02
LARSEN, OLIVIA	JH VB OFFICAL 100515	15.00
MARTIN BROTHERS DIST	FOOD	40.08
MATTHEWS, RICHARD	FB OFFICAL 100515	110.00
PEPSI COLA COMPANY	POP	774.38
SELL, ROGER	VB OFFICAL 101315	100.00
SIDNEY FOODS LTD	CHARGE ACCOUNT	36.89
TABOR FLORAL	HOMECOMING FLOWERS	107.00
TROPHIES PLUS	FOOTBALL TROPHIES	142.20
WEST MONONA HIGH SCHOOL	VB ENTRY FEE	75.00
WYHE'S CHOICE FUNDRAISING	ELM ART CLUB FUNDRAISER	2,828.00

14,223.52
14,223.52

Checking 4

AEA267	REPAIRS	112.70
EMC INSURANCE COMPANIES	INS AUDIT ADJUSTMENT	1,835.00
KONICA MINOLTA	COPIER LEASE	925.68

2,873.38

Checking 4

ARTSTRONG PAINTING	PAINT ELEM BUILDING	920.00
HARDY CONSTRUCTION	SIDEWALK AT ELM	3,500.00
HAYES MECHANICAL	REBUILT HEATERS	3,102.23
HEARTLAND TECHNOLOGY SOLUTIONS	REMOTE LABOR	47.50
JMC COMPUTER SERVICE	WEB HOSTING	782.00
MAC TO SCHOOL	MACBOOK AIR	2,485.00
TROXEL COMMUNICATIONS	ULTRA PORTABLE CAMERA	222.58

11,059.31
13,932.69

Vendor ID: BMOHARRIS Vendor Name: BMO HARRIS MASTERCARD

Entry Date	GL Month	Status	Invoice Number	Purchase Order Number	Requisition Numbers	Checking Account ID	Check Number	Check Date	Posted	Void
11/16/2015	11/2015	INV	110515 CLAYTON			1		11/16/2015	P	
			COA Number: 10 1900 2222 000 0000 618		Description: DEMCO - MEDIA CENTER SUPPLIES					109.97
			COA Number: 10 1900 2222 000 0000 643		Description: FOLLETT - TITLES					448.39
			COA Number: 10 3000 1000 217 3303 618		Description: HP.COM - LASERJET PRO					264.99
			COA Number: 10 3000 2222 000 0000 618		Description: DEMCO - MEDIA CENTER SUPPLIES					94.79
			COA Number: 10 3000 2222 000 0000 643		Description: AMAZON - TITLES					245.30
			COA Number: 10 3000 2410 000 0000 531		Description: UPS - POSTAGE					33.99
										<u>1,197.43</u>
11/16/2015	11/2015	INV	110515 ELEM OFF			1		11/16/2015	P	
			COA Number: 10 0000 1000 100 1112 294		Description: UNI - ELL CLASS M HALVORSON ELL MONEY					1,380.25
			COA Number: 10 0000 1000 910 8017 618		Description: CORNERSTONE GIFTS - FLOWERS CASSIE LANG					32.10
			COA Number: 10 0000 1000 910 8017 618		Description: VALAS PUMPKIN PATCH - CLASS TRIP					263.98
			COA Number: 10 0000 2310 000 0000 618		Description: TABOR FLORAL - PLANT FOR B EITZMANN					35.00
			COA Number: 10 1900 1000 100 0000 618		Description: SCHOOL SPECIALTIES - CLASSROOM SUPPLIES					65.93
			COA Number: 10 1900 1000 211 3301 618		Description: AMAZON - SPED SUPPLIES					33.00
			COA Number: 10 1900 1000 214 3302 618		Description: AMAZON - SPED SUPPLIES					33.00
			COA Number: 10 1900 1000 217 3303 618		Description: AMAZON - SPED SUPPLIES					33.00
			COA Number: 10 1900 2410 000 0000 531		Description: USPS - POSTAGE					14.60
										<u>1,890.86</u>
11/16/2015	11/2015	INV	110515 ELEM OFF			3		11/16/2015	P	
			COA Number: 21 0000 1000 950 7012 618		Description: AMAZON - ELEM ART CLUB SUPPLIES					265.37
										<u>265.37</u>
11/16/2015	11/2015	INV	110515 LARSEN			3		11/16/2015	P	
			COA Number: 21 0000 1000 910 8016 618		Description: SAMS - POP					57.65
			COA Number: 21 0000 1000 910 8016 618		Description: SAMS - WATER/GATORIADE					113.25
			COA Number: 21 0000 1000 910 8016 618		Description: TABOR FLORAL - SR NIGHT VB/FB					100.00
			COA Number: 21 0000 1000 910 8016 618		Description: WALMART - POP					9.00
			COA Number: 21 0000 1000 920 6815 618		Description: ALL VB INC - BALLS					194.45
			COA Number: 21 0000 1000 920 6815 618		Description: DEPOT - CORNER CONF WILL REPAY					183.73
			COA Number: 21 0000 1000 920 6815 618		Description: SPIC SPORTS - QUAD BLOCKER					164.59
										<u>822.67</u>
11/16/2015	11/2015	INV	110515 MAHER			1		11/16/2015	P	
			COA Number: 10 0000 1000 910 8005 619		Description: JWPEPPER - MUSIC SUPPLIES					295.47
			COA Number: 10 0000 1000 910 8005 619		Description: RIEMAN MUSIC - REPAIRS AND SUPPLIES					581.26
			COA Number: 10 0000 2231 000 0000 618		Description: LASER PRO - TONER/INK					215.00
			COA Number: 10 0000 2231 000 0000 653		Description: KONICA - COPIER MAINTENANCE					166.05
			COA Number: 10 0000 2620 000 0000 618		Description: ADVENTURE LIGHTING					418.69

cards

Vendor ID: BMOHARRIS Vendor Name: BMO HARRIS MASTERCARD

Entry Date	GL Month	Status	Invoice Number	Purchase Order Number	Requisition Numbers	Checking Account ID	Check Number	Check Date	Posted	Void
COA Number: 10 0000 2620 000 0000 618					Capital Sanitary - Custodial Supplies	2,289.88				
COA Number: 10 0000 2620 000 0000 618					Walmart - Custodial Supplies	33.50				
COA Number: 10 3000 2120 000 0000 580					Prairie Meadows - Guidance Mtg	224.00				
COA Number: 10 3000 2410 000 0000 531					USPS - Postage	26.12				
						<u>4,249.97</u>				
11/16/2015	11/2015	INV	110515 MAHER		RADA - JR CLASS FUNDRAISER	924.30		11/16/2015	P	
COA Number: 21 0000 1000 910 8010 618					Walmart - JR Class	143.72				
						<u>1,068.02</u>				
11/16/2015	11/2015	INV	110515 SEC OFFI		AMAZON - Classroom Supplies	34.89		11/16/2015	P	
COA Number: 10 3000 1000 100 0000 618					Textbook Warehouse - Textbooks	111.45				
COA Number: 10 3000 1000 100 0000 641					National Science Tech - Conference PD	455.00				
COA Number: 10 3000 1000 100 3376 580					Univ of NE - Science Conf PD	219.00				
COA Number: 10 3000 1000 100 3376 580					Amazon - Life Skills Supplies	330.91				
COA Number: 10 3000 1000 217 3303 618					Walmart - Life Skills Supplies	281.06				
COA Number: 10 3000 1000 217 3303 618					USPS - Postage	2.18				
COA Number: 10 3000 2410 000 0000 531					Amazon - Office Supplies	273.83				
COA Number: 10 3000 2410 000 0000 618					NASCO - Planaria	26.00				
COA Number: 10 3000 2410 000 0000 618					Quill - Office Supplies	103.76				
						<u>1,838.08</u>				
11/16/2015	11/2015	INV	110515 SEC OFFI		CUSTOM INK - Shirts Cheerleading	383.53		11/16/2015	P	
COA Number: 21 0000 1000 920 8001 618					Walmart - Cheerleading	116.23				
						<u>499.76</u>				
11/16/2015	11/2015	INV	110515 SHANNO		APPLE I TUNES - Title I Apps	38.88		11/16/2015	P	
COA Number: 10 1900 1000 100 0000 618						<u>38.88</u>				
11/16/2015	11/2015	INV	110515 SPENCER		HEINEMANN - GLA Book	32.00		11/16/2015	P	
COA Number: 10 1900 1000 100 0000 618					Walmart - BPIS Assembly Supplies	25.74				
COA Number: 10 1900 1000 100 0000 618					Amazon - Sped Supplies	34.85				
COA Number: 10 1900 1000 211 3301 618					Amazon - Sped Supplies	114.38				
COA Number: 10 1900 1000 214 3302 618					Amazon - Sped Supplies	82.21				
COA Number: 10 1900 1000 217 3303 618					Caseys - Gas for MTSS Mtg	31.81				
COA Number: 10 1900 2410 000 0000 580					Holiday Inn - C4K Mtg	246.40				
COA Number: 10 1900 2410 000 0000 580					Subway - Literacy Mtg Lunch	13.64				
COA Number: 10 1900 2410 000 0000 580					Amazon - Cirrc Dirc Supplies	99.30				
						<u>680.33</u>				

Vendor ID: **BMOHARRIS** Vendor Name: **BMO HARRIS MASTERCARD**

Entry Date GL Month Status Invoice Number Purchase Order Number Requisition Numbers Checking Account ID Check Number Check Date Posted Void

Total: INV 12,551.37

Fremont County Treasurer

Property Tax Revenue

DATE: 11/02/2015

Funds Collected For the Month of October
Apportionment of Funds Ordered **Sidney School**

Order No. 115
Fund 65004

Cust# 0001137

Sidney School
Secretary of School Board
PO Box 609
Sidney IA 51652-

Month	Description	Amount
10	Current Net Prop. Taxes	69,544.13 *
10	Utility Tax Repl Excise Taxes	24,606.28 *
	** Total 01 <u>General</u>	<u>94,150.41</u> **
10	Current Net Prop. Taxes	1,265.92 *
10	Utility Tax Repl Excise Taxes	447.96 *
	** Total 09 <u>ISL</u> <i>Instructional Support Levy</i>	<u>1,713.88</u> **
	*** Total Order Issued	\$95,864.29 ***

Fremont County Treasurer

DATE: 11/02/2015

Funds Collected For the Month of October
Apportionment of Funds Ordered **Sidney School**

Order No. 119
Fund 65004

Cust# 0001150

Sidney School
Secretary of School Board
PO Box 609
Sidney IA 51652-0609

Month	Description	Amount
10	Current Net Prop. Taxes	1,925.53 *
10	Utility Tax Repl Excise Taxes	681.30 *
	** Total 04 <u>Reg.Plant/Eq</u> PPEL	<u>2,606.83 **</u>
10	Current Net Prop. Taxes	9,699.11 *
10	Utility Tax Repl Excise Taxes	3,431.75 *
	** Total 06 <u>Debt Service</u>	<u>13,130.86 **</u>
	*** Total Order Issued	\$15,737.69 ***

Fremont County Treasurer

DATE: 11/02/2015

Funds Collected For the Month of October
Apportionment of Funds Ordered **Sidney School**

Order No. 120
Fund 65004

Cust# 0001151

Sidney School
Secretary of School Board
PO Box 609
Sidney IA 51652-0609

Month	Description	Amount	
10	Current Net Prop. Taxes	4,470.52	*
10	Utility Tax Repl Excise Taxes	1,581.77	*
	** Total 08 Management	6,052.29	**
	*** Total Order Issued	\$6,052.29	***



Iowa Department of Education



Payments to Department of Education Subrecipients

To change the display, select a different Sort by, Funding, Fiscal Year, or Warrant Issued Date and click the 'GO' button.

Sort by: Date then Funding ▼	Select Funding: All ▼	Select Fiscal Year: All ▼	Warrants issued between 10/20/2015 and 10/20/2015	Go	EXIT
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Sidney Comm School District-00002131478

Warrant Date	Fiscal Year	Funding	Comment	Uniform Financial Accounting Source Code	Amount
10/20/2015	2016	F&N - Breakfast Program	SNBRK	4552	\$2,901.46
10/20/2015	2016	Food And Nutrition-Program	PERF04	4553	\$401.22
10/20/2015	2016	Food And Nutrition-Program	SCT04	4553	\$1,939.23
10/20/2015	2016	Food And Nutrition-Program	SCT11	4553	\$8,383.66
TOTAL					\$13,625.57

Please contact [Brad Albers](#) or [Jeff Berger](#) with questions regarding deposits on this website.

If your deposit is not displayed on this website, it was not a disbursement by the Department of Education. Contact the Department of Administrative Services for more information.



Iowa Department of Education



Payments to Department of Education Subrecipients

To change the display, select a different Sort by, Funding, Fiscal Year, or Warrant Issued Date and click the 'GO' button.

Sort by: Date then Funding ▼	Select Funding: All ▼	Select Fiscal Year: All ▼	Warrants issued between 11/10/2015 and 11/11/2015	Go	EXIT
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Sidney Comm School District-00002131478					
Warrant Date	Fiscal Year	Funding	Comment	Uniform Financial Accounting Source Code	Amount
11/10/2015	2016	Beginning Teacher	Mentoring and Induction	3202	\$2,635.75
TOTAL					\$2,635.75

Please contact [Brad Albers](#) or [Jeff Berger](#) with questions regarding deposits on this website.

If your deposit is not displayed on this website, it was not a disbursement by the Department of Education. Contact the Department of Administrative Services for more information.

Activity Fund Balance Report - Summary - Include Encumbrances

10/2015 - 10/2015

Regular; Beginning Month 10/2015; Processing Month 10/2015; Fund Number 10

Fund: 10 OPERATING FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
10 721 000 3213 000	FUND BALANCE-PHASE III	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 721 000 8001 000	FUND BALANCE ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 721 000 8023 000	FUND BALANCE PE UNIFORM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 721 000 8024 000	FUND BALANCE - PICTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 721 000 8026 000	FUND BALANCE - POP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 721 000 8027 000	FUND BALANCE - SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 729 000 3118 000	OTHER DESIGNATED FUND BALANCE	39,264.00	0.00	0.00	0.00	0.00	0.00	39,264.00
10 729 000 3204 000	TEACHER COMP	5,998.78	13,995.72	19,994.00	0.00	0.00	0.00	11,997.06
10 729 000 3206 000	TEACHER COMP - ADD DAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 729 000 3211 000	EDUC EXCELLENCE PHASE ONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 729 000 3212 000	PHASE II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 729 000 3216 000	IA EARLY INTERVENTION	2,232.00	0.00	2,232.00	0.00	0.00	0.00	4,464.00
10 729 000 3342 000	EARLY LITERACY	3,071.74	0.00	0.00	0.00	0.00	0.00	3,071.74
10 729 000 3376 000	TEACHER COMP PROF DEVELOPMENT	3,553.08	0.00	1,475.00	0.00	0.00	0.00	5,028.08
10 729 000 3378 000	RESERVE FOR MARKET FACTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 729 000 3387 000	TEACHER LEADERSHIP GRANT	6,169.01	0.00	0.00	0.00	0.00	0.00	6,169.01
10 729 000 4200 000	TITLE VI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 729 000 4643 000	TITLE 11A FED TEACHER QUALITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 749 000 8017 000	ELEMENTARY ACTIVITIES	7,380.63	1,945.98	4,494.15	0.00	0.00	0.00	9,928.80
10 759 000 0000 000	UNRESERVED-FUND BALANCE	268,788.32	374,378.17	670,327.81	0.00	0.00	0.00	564,737.96
10 759 000 1920 000	FUND BALANCE ELEM DONATIONS	17,486.84	0.00	0.00	0.00	0.00	0.00	17,486.84
10 759 000 1922 000	FUND BALANCE - PE DONATIONS	130.00	0.00	0.00	0.00	0.00	0.00	130.00
10 759 000 8003 000	FUND BALANCE ANNUAL	7,284.69	0.00	350.00	0.00	0.00	0.00	7,634.69
10 759 000 8005 000	FUND BALANCE BAND RESALE	8,892.88	4,121.07	665.55	0.00	0.00	0.00	5,437.36
10 759 000 9001 000	UNRESERVED-FUND BALANCE MAXINE MYERS 5T	934.00	0.00	0.00	0.00	0.00	0.00	934.00
Fund Total: 10		371,185.97	394,440.94	699,538.51	0.00	0.00	0.00	676,283.54

Activity Fund Balance Report - Summary - Include Encumbrances
10/2015 - 10/2015
Regular; Beginning Month 10/2015; Processing Month 10/2015; Fund Number 21

Fund: 21 STUDENT ACTIVITY FUND											
Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance			
21 729 000 1920 000	DAISY HUMMEL MEMORIAL	229.61	0.00	0.00	0.00	0.00	0.00	229.61			
21 729 000 6110 910	FUND BALANCE - DRAMA CLUB	557.75	0.00	0.00	0.00	0.00	0.00	557.75			
21 729 000 6200 910	FUND BALANCE - MUSICAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 6210 910	FUND BALANCE - VOCAL MUSIC	185.52	0.00	0.00	0.00	0.00	0.00	185.52			
21 729 000 6211 910	FUND BAL-SWING CHOIR/JAZZ BAND	117.90	0.00	0.00	0.00	0.00	0.00	117.90			
21 729 000 6600 920	FUND BALANCE - JH ATHLETICS	1,307.50	0.00	728.00	0.00	0.00	0.00	2,035.50			
21 729 000 6610 920	FUND BALANCE - JH GIRLS BASKETBALL TEAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 6660 920	FUND BALANCE - GOLF	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 6670 920	SWIMMING FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 6710 920	FUND BALANCE - BOYS BASKETBALL	(93.00)	0.00	0.00	0.00	0.00	0.00	(93.00)			
21 729 000 6720 920	FUND BALANCE - FOOTBALL	1,837.51	1,283.04	2,362.00	0.00	0.00	0.00	2,916.47			
21 729 000 6721 920	FUND BALANCE - FB DONNIE	445.04	0.00	0.00	0.00	0.00	0.00	445.04			
21 729 000 6730 920	FUND BALANCE - BASEBALL	418.20	55.26	0.00	0.00	0.00	0.00	362.94			
21 729 000 6731 920	BASEBALL FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 6740 920	FUND BALANCE - BOYS TRACK	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 6790 920	FUND BALANCE - WRESTLING	(1,798.73)	0.00	0.00	0.00	0.00	0.00	(1,798.73)			
21 729 000 6791 920	FUND BALANCE -WREST FUNDRAISER	390.17	0.00	198.00	0.00	0.00	0.00	588.17			
21 729 000 6810 920	FUND BALANCE -GIRLS BASKETBALL	235.00	50.00	0.00	0.00	0.00	0.00	185.00			
21 729 000 6811 920	GIRLS BASKETBALL FUNDRAISER	94.17	0.00	0.00	0.00	0.00	0.00	94.17			
21 729 000 6815 920	FUND BALANCE - VOLLEYBALL	3,007.51	3,411.25	5,012.00	0.00	0.00	0.00	4,608.26			
21 729 000 6835 920	FUND BALANCE - SOFTBALL	519.40	0.00	0.00	0.00	0.00	0.00	519.40			
21 729 000 6840 920	FUND BALANCE - GIRLS TRACK	(90.00)	0.00	0.00	0.00	0.00	0.00	(90.00)			
21 729 000 7001 950	FUND BALANCE - ART CLUB	806.17	0.00	0.00	0.00	0.00	0.00	806.17			
21 729 000 7002 950	FUND BALANCE - FFA	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 7003 950	FUND BALANCE - FCCLA	401.82	0.00	0.00	0.00	0.00	0.00	401.82			
21 729 000 7004 950	FUND BALANCE - HONOR SOCIETY	921.79	0.00	0.00	0.00	0.00	0.00	921.79			
21 729 000 7005 950	FUND BALANCE - LETTERMEN CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 7006 950	FUND BALANCE-STUD COUNCIL HS	2,117.08	0.00	0.00	0.00	0.00	0.00	2,117.08			
21 729 000 7007 950	FUND BALANCE-STUD COUNCIL JH	2,787.73	0.00	0.00	0.00	0.00	0.00	2,787.73			
21 729 000 7008 000	FUND BALANCE - ODYSSEY OF MIND	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 7009 000	FUND BALANCE-STU CONCESSION AC	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 7010 950	TROPHY CASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 7011 950	FUND BALANCE - BUSINESS CLUB	5,551.61	2,003.88	2,434.83	0.00	0.00	0.00	5,982.56			
21 729 000 7012 950	ELEM ART CLUB	388.53	441.12	0.00	0.00	0.00	0.00	(52.59)			
21 729 000 8000 000	FUND BALANCE CLASS OF 2015	1,550.19	0.00	0.00	0.00	0.00	0.00	1,550.19			
21 729 000 8001 000	CHEERLEADING FUNDRAISER	733.20	755.62	1,654.80	0.00	0.00	0.00	1,632.38			
21 729 000 8004 000	FUND BALANCE - BAND PROJECTS	260.21	0.00	0.00	0.00	0.00	0.00	260.21			
21 729 000 8006 000	DO NOT USE!!	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
21 729 000 8007 000	CLASS OF 2018	1.19	0.00	0.00	0.00	0.00	0.00	1.19			

Activity Fund Balance Report - Summary - Include Encumbrances

10/2015 - 10/2015

Regular, Beginning Month 10/2015; Processing Month 10/2015; Fund Number 21

Fund: 21 STUDENT ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
21 729 000 8008 000	FUND BALANCE - BB CHEERLEADERS	263.85	0.00	0.00	0.00	0.00	0.00	263.85
21 729 000 8009 000	FUND BALANCE - SIDEWALK PROJECT	15,205.17	0.00	0.00	0.00	0.00	0.00	15,205.17
21 729 000 8010 000	FUND BALANCE - CLASS 2017	1,971.74	1,396.81	1,582.99	0.00	0.00	0.00	2,167.92
21 729 000 8011 000	DO NOT USE!!	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8012 000	FUND BALANCE - CLASS 2014	1,406.28	0.00	0.00	0.00	0.00	0.00	1,406.28
21 729 000 8013 000	FUND BALANCE - CLASS 2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8014 000	FUND BALANCE - FB CHEERLEADERS	299.37	31.92	0.00	0.00	0.00	0.00	267.45
21 729 000 8015 000	FUND BALANCE - WR CHEERLEADERS	(735.57)	0.00	386.00	0.00	0.00	0.00	(349.57)
21 729 000 8016 000	GENERAL ATHLETIC (&POP)	4,410.02	923.67	1,691.75	0.00	0.00	0.00	5,178.10
21 729 000 8017 000	FUND BALANCE - ELEM ACTIVITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8018 000	FUND BALANCE - INDUSTRIAL ARTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8019 000	FUND BALANCE - INTEREST	6.38	0.00	4.40	0.00	0.00	0.00	10.78
21 729 000 8020 000	ELEMENTARY POP MACHINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8021 000	FUND BALANCE - LIBRARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8023 000	FUND BALANCE-P.E. FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 729 000 8025 000	FUND BALANCE - PLAYS	3,872.79	430.00	0.00	0.00	0.00	0.00	3,442.79
21 729 000 8028 000	CLASS OF 2016	4,833.17	0.00	0.00	0.00	0.00	0.00	4,833.17
21 729 000 8036 000	ATHLETIC SEASON	740.00	0.00	0.00	0.00	0.00	0.00	740.00
Fund Total: 21		55,156.27	10,772.57	16,054.77	0.00	0.00	0.00	60,438.47

MONTH OF October-2015

Monthly Financial Statement

Sidney Community Schools
Hot Lunch Fund

Beginning Cash Balance ----- \$3,367.57

INCOME

Student Lunches and Breakfasts	\$ 7,454.07	
Adult Lunches and Breakfasts	\$490.60	
Federal & State Reimbursement	\$13,625.57	
Interest	\$0.12	
Ala Carte - Milk	\$112.05	
Ala Carte	\$1,762.15	
Rebates	\$0.00	
Other	\$15,000.00	(infund loan from 10)
	TOTAL INCOME	\$ 38,444.56
	TOTAL AVAILABLE	\$41,812.13

CASH EXPENDITURES

Food	\$21,126.28	
Milk	\$2,048.93	
Commodities	\$0.00	
Soap & Consumable Supplies	\$1,269.83	
Equipment and Repair	\$0.00	
Salaries	\$6,403.06	
Other	\$848.79	
	TOTAL EXPENDITURES	\$31,696.89

End of Month Balance ----- \$10,115.24

BALANCE SHEET

October-2015

October-2014

October-2014

GENERAL FUND:

CASH ACCOUNT

BALANCE FIRST OF MONTH	101,399.06	
INTEREST	12.01	
RECEIPTS	1,070.96	
WITHDRAWALS OR TRANSFERS	345,000.00	
ACCTS PAYABLE	(71,861.36)	
PAYROLL	(325,441.87)	
AEA FLOWTHRU	0.00	
BALANCE END OF MONTH	50,178.80	48,118.22

ISJIT INVESTMENT	0.28	
INTEREST	0.26	
RECEIPTS	175,948.00	
WITHDRAWALS OR TRANSFERS	0.00	
BALANCE END OF MONTH	175,948.54	183,041.57

CASH BOX	50.00	50.00
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SAVINGS

BALANCE FIRST OF MONTH	447,269.67	
INTEREST	102.48	
RECEIPTS	523,574.26	
WITHDRAWALS OR TRANSFERS	(345,033.50)	
BALANCE END OF MONTH	625,912.91	569,772.84

TOTAL GENERAL FUND	852,090.25	800,982.63
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LUNCH FUND:

CASH ACCOUNT

BALANCE FIRST OF MONTH	3,367.57
INTEREST	0.12
RECEIPTS	45,120.18
PAYROLL TO GENERAL FUND	(6,403.06)
ACCTS PAYABLE	(31,969.57)
BALANCE END OF THE MONTH	10,115.24

CASH ON HAND

TOTAL LUNCH FUND	10,115.24	15,137.29
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ACTIVITY FUND:

CASH ACCOUNT

BALANCE FIRST OF MONTH	5,730.93	
INTEREST	0.09	
RECEIPTS	10,539.30	
FROM CASH ON HAND	0.00	
ACCTS PAYABLE	(10,846.23)	
WITHDRAWALS OR TRANSFERS	0.00	
BALANCE END OF MONTH	5,424.09	1,120.06

CASH ON HAND

CASH ON HAND	750.00	750.00
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INVESTMENTS

BALANCE FIRST OF MONTH	48,675.34	
INTEREST	4.31	
RECEIPTS	16,385.92	
FROM CASH ON HAND	0.00	
WITHDRAWALS OR TRANSFERS	(10,801.19)	
BALANCE END OF MONTH	54,264.38	41,372.76

TOTAL ACTIVITY FUND	60,438.47	43,242.82
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SCHOOLHOUSE FUNDS

CASH ACCOUNT

	MANG-22	PEEL-36	LOSST-33	(DEBT SERVICE - 40) BONDS	QZAB
BALANCE FIRST OF MONTH	0.00	0.00	5,110.28	0.00	0.00
INTEREST	0.00	0.00	0.21	0.00	0.00
RECEIPTS	2,026.00	925.68	65,253.59	0.00	0.00
ACCTS PAYABLE	(2,026.00)	(925.68)	(70,363.87)	0.00	0.00
WITHDRAWALS OR TRANSFERS	0.00	0.00	0.00	0.00	0.00
BALANCE END OF MONTH	0.00	0.00	0.21	0.00	0.00

INVESTMENTS

BALANCE FIRST OF MONTH	103,446.45	32,845.08	245,588.77	29,938.33	0.00
INTEREST	31.42	9.92	42.38	0.00	0.00
RECEIPTS	32,064.37	13,975.85	46,451.98	70,398.14	0.00
BOND PAYMENTS/INTEREST	0.00	0.00	0.00	0.00	0.00
INTERFUND TRANSFERS(DEBT)	0.00	0.00	0.00	0.00	0.00
WITHDRAWALS OR TRANSFERS	(1,933.07)	(4,626.11)	(65,253.59)	0.00	0.00
BALANCE END OF MONTH	133,609.17	42,204.74	226,829.54	100,336.47	0.00

TOTAL SCHOOLHOUSE FUNDS	133,609.17	42,204.74	226,829.75	100,336.47	0.00
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October-2014	92,760.81	24,196.89	241,172.14	124,600.72	0.00
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GRAND TOTAL OF ALL FUNDS	1,425,624.09
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October-2014	1,342,093.30	502,980.13
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November Board Report
November 16, 2015

1. **Early Literacy Initiative (ELI):** On November 10, principals received updated guidance from the Department of Education. There are 23 items that are actions required by districts. Listed are the actions we are currently implementing: 1) All students are assessed 3 times a year with the FAST/ IGDIS assessment, 2) Progress monitoring is administered on all student who are substantially deficient, 3) Interventions are implemented (whole class or individual) depending on the needs of a particular class, 4) A minimum of 90 minutes is set aside each day for universal instruction, 5) the curriculum we use is researched- based, and provides instruction for students to be reading at grade level and provides skill development in phonemic awareness, phonics, fluency, vocabulary, and comprehension, 6) Parents are notified if their child is substantially deficient. This was done at conference time. 7) Reading proficiency is included as a part of our district CSIP, 8) We are keeping track of attendance and notifying parents of chronic absenteeism, not only for K-3 students but all students. 9) We offer an intensive summer reading program for students that exhibit substantial deficiency in reading. The final component that we have not had to implement yet (2017 is the start year for this), is retention of students who are in third grade but have not achieved proficiency. There are criteria that would allow a student to be exempt from this, and that has been shared with staff and parents. I will continually provide you with updates on this legislation and how Sidney Elementary is meeting the required actions.
2. **Cowboy Code Assembly:** The next Cowboy Code Assembly will be Wednesday, November 25 at 1:00 in the elementary gym. The activity for the students chosen from the acknowledgement tickets will be a Frozen Turkey (Cornish game hens) Bowling.
3. **Cowboy Council:** Update on Cowboy Council meetings: The balls have been removed from the roof, nets have been put up on the two basketball hoops on the playground, the Cowboy Council volunteered to pick up the trash on the playground on Fridays. They will be given plastic gloves and trash bags to aid in this school betterment activity.
4. **Iowa Assessments:** These are scheduled to be administered the week of November 16. The elementary will actually start on Tuesday the 17th since Monday is a late start. Each class has set goals for Reading, Math, and Science. Teachers worked this past week on helping students set individual goals based on last year's scores. If a student was not here last year, or did not take the Iowa Assessments, they were assisted in setting realistic goals that would put them in the proficient range for fall testing.
5. **Fall Conferences Attendance:** Conferences were from 8:00 AM to 8:00 PM on Thursday, November 5. We had a great turn out at the elementary with 92% of parents attending. Teachers received some feedback from parents as did I, on the time of the conference (end of quarter instead of the middle of the quarter). Parents like the mid-quarter conference because it gives them a good idea of what their student needs to work on prior to the end of the quarter. Meeting mid- quarter also allows teachers to begin that collaboration and communication with parents earlier rather than later. Lastly, the data that is shared with parents (FAST and IGDIS in particular) is not fresh data for parents when given at the end of the quarter. I feel these are all things to be considered when scheduling conferences in the future. The district tries very hard to build those positive parent connections and starting that earlier rather than later is a positive.
6. **Sidewalk:** The sidewalk is complete and looks great! Ray Moreland has ordered a couple signs that will say "No Parking. For loading and unloading only". He is also going to have a yellow line painted on the sidewalk so that students have a visual not to go over the line for safety reasons.

- 7. Playground Equipment:** The current playground equipment that we have is over 15 years old. Two of the straight slides on the south edge of the play ground are cracked at the bottom and one of the "jump buttons" has broken off. The quote to replace all three of these pieces was \$4,549.28. We have money in the Elementary Activities to pay for this if it cannot be coded to another fund.

Thank you!

Linda Spencer- Principal/ Curriculum Director

SIDNEY COMMUNITY SCHOOLS
"We hold tomorrow in our hands."

Board of Directors

Heidi Lowthorp – President
Alisha Ettleman – Vice-President
Erika Graham
Bradley Johnson
Larry Holt
Janet Lemrick – Board Secretary
Jennifer Maher – Board Treasurer

Gregg Cruickshank
Superintendent
2754 Knox Road; Box 609
Sidney, IA 51652
712-374-2141
712-374-2013 FAX
gcruckshank@sidney.k12.ia.us

Linda Spencer
Pk-6 Principal/Curriculum Dir.
1002 Illinois; Box 609
Sidney, IA 51652
712-374-2647
712-374-2648 FAX
lspencer@sidney.k12.ia.us

Bill Huntington
7-12 Principal
2754 Knox Road; Box 609
Sidney, IA 51652
712-374-2141
712-374-2013 FAX
bhuntington@sidney.k12.ia.us

Sidney Community Schools
Grades 7-12 Principal's Report
November 16, 2015

1. Parent Teachers Conferences on November 5th, were very well attended (87%). There were 26 no shows. There will be a push next year to move the conferences up, as there is a concern that they take place to late the quarter to make the needed corrections. This will be brought up at the Corner Conference Principals Meeting.
2. Sidney Cowgirls finished as the state runner-up in volleyball 1A. Jayden Daffer and Lexi Larsen were named to the All Tournament Team with Lexi Larsen being named the Captain of the 1A squad. James Nennemann was recognized for his commitment to the volleyball team and the school will receive a \$250.00 Scholarship on his behalf.
3. The pep rally and send off were well attended by the community and students. The auction raised just over \$1,300.00.
4. We ran pep buses all three days and the numbers were as follows 1st - 38, 2nd - 28 and 3rd - 30 students for the three days of the 10 hour round trip journey.
5. Glascock Floors fixed the gym floor during the 5-8th of November. They sanded the top layer of sealer down, cleaned the floor then resealed it. The problem was that there was a chemical reaction between the paint and the sealer and gas was escaping which caused the sealer to bubble.
6. The Sidney High School Student Council hosted a Corner Conference Dance at the Sidney Elementary from 8-11 P.M on November 7th. The dance raised \$518.00 that will be donated to Children's Miracle Network Hospitals via the University of Northern Iowa's 12 hour, Dance Marathon. Schools in attendance included Sidney, Essex, Stanton, South Page, Nishnabotna and Clarinda.
7. On November 19th Mr. Cruickshank, Mr. Jamison and I will be examining the Welding Career Academy at Albia High School. We will be meeting with Dr. Matt Thompson of Indian Hills Community College and their director of Career and Technical Education Development to see how we can begin the process of establishing an academy at Sidney.
8. Wrestling, Boy's and Girl's Basketball will be starting practices this week. Participation numbers look good for all three sports.
9. Ag. Instructor Dave Nelson, and students Jacob Smith and Marynn Phillips attended the National FFA Convention in Louisville, Kentucky. They attended several sessions of the convention as well as toured the Louisville Bat Factory, Churchill Downs and several attractions in the area.
10. Celebrations: State Runner Up Volleyball, 1A Volleyball All Tournament Team: Captain Lexi Larsen and Jayden Daffer, Cheerleaders: Autumn Graham, Kira LeMaster and Zoe England will be performing at the State Football Championship Games on Friday in Cedar Falls, IA. Around 280 cheerleaders from all over the state will be performing at the halftime of the 11:00 and 2:00 games.

Superintendent

November 3, 2015

Dyan Larsen
2754 Knox Rd.
Sidney IA 51652

Dear Dyan:

This letter is to notify you of recent guidelines issued by the Higher Learning Commission, the accrediting body for Iowa's community colleges. These guidelines for determining qualified faculty in some instances are greater than those outlined in Iowa Code regarding Community College Faculty Minimum Standards that became effective in 2011.

HLC's Core Component 3.C.2 states: "All instructors are properly qualified, including those in dual credit, contractual, and consortial programs." Further, the Commission expects that "Determination by Credentials" will be the primary mechanism used by institutions to ascertain faculty qualifications.

"Faculty teaching in undergraduate programs should hold a degree at least one level above that of the program in which they are teaching. Those teaching general education courses, or other courses that transfer, typically hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate hours in the discipline or subfield in which they teach."

The major changes that differ with current Iowa Code (IAC 281-21.3, effective July 1, 2011) for Arts & Sciences faculty include:

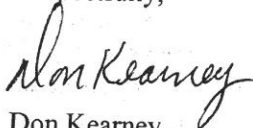
- a) Master's degree in the discipline OR
- b) Any master's degree plus 18 graduate hours in the discipline or subfield to be taught

It should be noted that efforts are underway by the Iowa Department of Education to develop suitable language to propose changes in legislation to revise the existing code requirements in order to comply with the HLC guidelines. Accordingly, IWCC will implement these new standards for the 2015-16 academic year.

All Iowa community colleges must ensure that faculty meet these standards. Therefore, we have reviewed the transcripts we have on file for you. The attached documentation will inform you about your status as an instructor for Iowa Western Community College. Existing A&S faculty who have not met the HLC requirement of 18 graduate hours in the discipline will be allowed to develop an approved plan to complete up to 6 graduate hours over the next 3 years, if deemed necessary after a review of credentials.

If you feel this decision has been made in error or if you have any questions regarding this matter, please feel free to contact me directly at 712-325-3371.

Respectfully,



Don Kearney
Dean, Agriculture, Business, Computer Information and Social Sciences

CC: High School Principal

Iowa Western Community College
 Minimum Faculty Standards (HLC Guidelines and IAC 281-21.3)
 Faculty Personnel Files Documentation

Instructor Name: Dyan Larsen
 Specialty Area: CIS 207 – Fundamentals of Web Programming
BCA 155 – Introduction to Web Design

Please check all boxes in Section I or II that apply:

Section I BCA 155 – Introduction to Web Design

Career and Technical (CTE) Instructor

Instructor is registered, certified, or licensed in the occupational area in which the state requires registration, certification or licensure for the occupational area in which the instructor is teaching.

Instructor holds a baccalaureate or graduate degree in the area or related area of study or occupational area in which the instructor is teaching classes.

Instructor has special training and at least 6,000 hours of recent and relevant work experience in the occupational area or related occupational area in which the instructor teaches classes (applicable if the instructor possesses less than a baccalaureate degree).

Section II CIS 207 – Fundamentals of Web Programming

Arts and Science Instructor - Arts and Sciences instructors shall meet one of the five following qualifications:

Instructor possesses a master's degree from a regionally accredited graduate school in the discipline or subfield in which the instructor is teaching classes.

Instructor possesses a master's degree from a regionally accredited graduate school, and has successfully completed 18 credit hours of graduate level courses in the discipline or subfield of instruction in which the instructor is teaching classes.

Instructor has two or more years of successful experience in a professional field or area in which the instructor is teaching classes and in which post-baccalaureate recognition or professional licensure is necessary for practice, including but not limited to the fields or areas of accounting, engineering, law, law enforcement, and medicine.

Instructor possesses a baccalaureate degree in the discipline or subfield from a regionally accredited school in which the instructor is teaching classes and meets the HLC's guidelines pertaining to 'tested experience'.

For Faculty Hired Prior to the 2015-16 Academic Year:

Instructor possesses a master's degree from a regionally accredited graduate school, and has successfully completed at least 12 credit hours of graduate level courses in the discipline or subfield of instruction in which the instructor is teaching classes **and** has an approved plan to complete up to 6 additional graduate credit hours in the discipline or subfield of instruction within three years.

Comments:

MS, Education – Instructional Technology, Peru State College, August 2000
Graduate level courses in discipline or subfield of instruction:
Summer 1997 – PSC, EDUC 530 Computer Software Applications (3 cr)
Spring 1999 – PSC, EDUC 553 Using the Internet (3 cr)
Summer 1999 – PSC, EDUC 552 Intro to Multimedia Authoring (3 cr)
Spring 2000 – PSC, EDUC 551 Advanced Computer Applications – Mac (3 cr)
* 12 graduate hours completed; an additional 6 credit hours are needed

The instructor's credentials have been reviewed and documented in accordance with the Higher Learning Commission's Guidelines and Iowa's Minimum Faculty Standards (IAC 281-21.3).

Signature: Alon Kearney Date: 10-30-15



2700 College Road
Council Bluffs, IA 51503
712.325.3200 / 800.432.5852

10/15/16:

Connie Scott
2550 290th Ave
Sidney, IA 51652

Dear: Connie

This letter is to notify you of recent guidelines issued by the Higher Learning Commission, the accrediting body for Iowa's community colleges. These guidelines for determining qualified faculty in some instances are greater than those outlined in Iowa Code regarding Community College Faculty Minimum Standards that became effective in 2011.

HLC's Core Component 3.C.2 states: "All instructors are properly qualified, including those in dual credit, contractual, and consortial programs." Further, the Commission expects that "Determination by Credentials" will be the primary mechanism used by institutions to ascertain faculty qualifications.

"Faculty teaching in undergraduate programs should hold a degree at least one level above that of the program in which they are teaching. Those teaching general education courses, or other courses that transfer, typically hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate hours in the discipline or subfield in which they teach."

The major changes that differ with current Iowa Code (IAC 281-21.3, effective July 1, 2011) for Arts & Sciences faculty include:

- a) Master's degree in the discipline OR
- b) Any master's degree plus 18 graduate hours in the discipline or subfield to be taught

It should be noted that efforts are underway by the Iowa Department of Education to develop suitable language to propose changes in legislation to revise the existing code requirements in order to comply with the HLC guidelines. Accordingly, IWCC will implement these new standards for the 2015-16 academic year.

All Iowa community colleges must ensure that faculty meet these standards. Therefore, we have reviewed the transcripts we have on file for you. The attached documentation will inform you about your status as an instructor for Iowa Western Community College. Existing A&S faculty who have not met the HLC requirement of 18 graduate hours in the discipline will be allowed to develop an approved plan to complete up to 6 graduate hours over the next 3 years, if deemed necessary after a review of credentials.

If you feel this decision has been made in error or if you have any questions regarding this matter, please feel free to contact me directly at 712-325-3320.

Respectfully,

A handwritten signature in black ink, appearing to read 'Kimberly Carter'.

Kimberly Carter
Dean, Science, Technology, Engineering and Mathematics

Cass County Center
705 Walnut Street
Atlantic, IA 50022
712.243.5527

Clarinda Center
923 East Washington
Clarinda, IA 51632
712.542.5117

Page/Fremont County Center
1001 West Sheridan Avenue
Shenandoah, IA 51601
712.246.1499

Shelby County Center
1901 Hawkeye Avenue, Suite 102
Harlan, IA 51537
712.755.3568

Iowa Western Community College
Minimum Faculty Standards (HLC Guidelines and IAC 281-21.3)
Faculty Personnel Files Documentation

Instructor Name: Connie Scott
Specialty Area: Mathematics

Please check all boxes in Section I or II that apply:

Section I

Career and Technical (CTE) Instructor

Instructor is registered, certified, or licensed in the occupational area in which the state requires registration, certification or licensure for the occupational area in which the instructor is teaching.

Instructor holds a baccalaureate or graduate degree in the area or related area of study or occupational area in which the instructor is teaching classes.

Instructor has special training and at least 6,000 hours of recent and relevant work experience in the occupational area or related occupational area in which the instructor teaches classes (applicable if the instructor possesses less than a baccalaureate degree).

Section II

Arts and Science Instructor - Arts and Sciences instructors shall meet one of the five following qualifications:

Instructor possesses a master's degree in the discipline or subfield from a regionally accredited graduate school in which the instructor is teaching classes.

Instructor possesses a master's degree from a regionally accredited graduate school, and has successfully completed 18 credit hours of graduate level courses in the discipline or subfield of instruction in which the instructor is teaching classes.

Instructor possesses a master's degree from a regionally accredited graduate school, and has successfully completed at least 12 credit hours of graduate level courses in the discipline or subfield of instruction in which the instructor is teaching classes and has a plan to complete up to 6 additional graduate credit hours in the discipline or subfield of instruction within three years.

Instructor has two or more years of successful experience in a professional field or area in which the instructor is teaching classes and in which post-baccalaureate recognition or professional licensure is necessary for practice, including but not limited to the fields or areas of accounting, engineering, law, law enforcement, and medicine.

Instructor possesses a baccalaureate degree in the discipline or subfield from a regionally accredited school in which the instructor is teaching classes and meets the HLC's guidelines pertaining to 'tested experience'.

If the instructor has not met the criteria above, please document the situation below:

Master of Science in Education
13 credits in Mathematics
Missing 5 credit hours of Mathematics

The instructor's credentials have been reviewed and documented in accordance with the Higher Learning Commission's Guidelines and Iowa's Minimum Faculty Standards (IAC 281-21.3).

Signature: Rick Carter Date: 9/30/15

Sidney Community Schools
Procedures and Considerations
Crisis Management and Emergencies

Phone Numbers

Fremont County Sheriff	911 374-2424
Junior/Senior High School	374-2141 or 374-2731
Elementary School	374-2647
Gregg Cruickshank - Superintendent	712-313-0277
Bill Huntington - JH/HS Principal	641-202-3883
Linda Spencer - Elem. Principal	712-574-3344
Erika Mitchell - School Nurse	402-680-2906
Melissa Godfread - Guidance Counselor	701-213-2995
Janet Lemrick - Elementary Secretary	712-370-1591
Brenda Benedict - JR/SR High School Secretary	712-350-0692
Pat Barrett - Transportation Director	712-370-2434
Raymond Moreland - Maintenance Director	712-370-2432

Staff Cell Phone Numbers

General Considerations

- Vigilance and awareness/instincts and intuition. **A situation that just doesn't seem right.**
- If in doubt about a situation, depending on the assessed threat, contact Administration and/or **call 911.**
- If you encounter a person of a suspicious nature, direct them to the office.
- Ideal chain of communication is Principal, Superintendent, and then appropriate supervisory personnel. **Due to sharing of staff see bullet #2.**
- Regarding external communication, the Superintendent has primary responsibility followed by the Principal.
- The use of cell phones can be a quick and efficient means to disseminate information. Mrs. Spencer and I suggest all staff have their cell phones on **vibrate** during the day, and have their phones accessible. Discussion?
- Have hard copies of class lists in a location accessible to teachers, associates, and substitute teachers.

Internal threat procedures which does not allow for evacuation

- Call 911 immediately.
- Level 1 Alert announced over the intercom and disseminated via cell phone if possible.
- If information is shared which allows escape, use common sense and instincts.
- **ALICE TRAINING REVIEW - DISCUSSION WITH STAFF AUGUST 19**

Evacuation procedures - If there is an assessed threat which allows for evacuation.

- Bomb threat, gas leak, fire/explosion.
- If deemed necessary, law enforcement will be contacted as part of the assessment.

- Information will be disseminated by cell phone.
- The Superintendent, Principal, or Building Secretary will contact the Transportation Director and/or Maintenance Director.
- Transportation Director or Maintenance Director will contact Bus Drivers.
- Elementary students will be dismissed to the Southwest corner of the playground and then escorted to Victory Life Church by staff.
- Junior/Senior High School students and staff will meet at the East road exit to be picked up by buses and transported to Victory Life Church. Students should not be allowed to drive their own cars.
- Administration will communicate to parents.
- **Tornado and Fire drills/actual events - follow procedures posted in rooms.**

Student injuries

- Administer basic first aid. **If in doubt about the seriousness of the injuries, contact 911 and have EMT's dispatched.**
- Alert School Nurse if they are available.
- Alert administration and/or building secretary. Administration or building secretary will communicate information to parents.

A. Heart attack/stroke

- Check for breathing/pulse.
- Heart attack - if no pulse or breathing, begin CPR.
- Stroke - lay victim down on unaffected side and guard airway.

B. Seizure

- Place by on the floor
- Place patient on side to maintain airway.
- Do not place anything, including fingers in mouth.
- Do not attempt to awaken patient.
- Protect head from injury.

C. Choking

- If patient is coughing, then do nothing but assist.
- If patient is unable to cough, an airway is completely obstructed. **Use 5 back blows and 5 abdominal thrusts???** Repeat until airway is clear.
- Use the Heimlich Maneuver on an older child, if trained.

D. Bleeding

- External - visible
- Internal - pain in stomach or chest, dizzy when standing, fast pulse
- External - place pressure over wound. Keep wound as clean as possible. Immobilize and elevate extremity above the level of the heart. Do not remove an impaled object and do not apply a tourniquet.
- Internal - lay patient down with feet raised, protect airway, and keep patient calm.

E. Fractures

- Swelling, deformity, tenderness, exposed bone.
- Immobilize
- Do not straighten.
- Splint if you have to move patient.

F. Burns

- Ice affected area.

Death/serious student/staff injuries

- Notify Superintendent or Principal. They will be responsible for communications and verification of information.
- Superintendent or Principal will notify Guidance Counselor.
- Superintendent, Principal, and Guidance Counselor will assess need to contact AEA, area schools, and clergy for counseling and grief assistance.

Bus accident

- Call 911 or 374-2424.
- Do not move children unless absolutely necessary. Allow for EMT's to assess seriousness of injuries.
- If there is the threat of fire or explosion move children to a safe place, if possible at least 500 feet from bus.
- Contact administration. They will communicate with parents and the media.

Possible sexual assault/physical abuse

- Contact Administration or Guidance Counselor.
- They will gather information and follow Mandatory Reporter procedures.

Threat of suicide

- Contact Guidance Counselor or Administration.
- The threat will be assessed and communication with parents and mental health professionals will be the responsibility of the Guidance Counselor and/or Administration.

Equal Education Opportunity – 102 Series

Anti-Bullying/Anti-Harassment – 104 Series

On Sept. 1, 2015, the Iowa Department of Education (DE) officially released new equity guidance in the *School Leader Update*, <https://www.educateiowa.gov/>. In this guidance, the DE addressed new changes for the 2015-16 school year based on guidance provided by the Office for Civil Rights (OCR) and the United States Department of Education. While districts should begin aligning their policies and practices with this new guidance as soon as reasonably possible, it should be noted that the DE has stated that “*districts will have up to one year to implement the changes to current policies and procedures*”. By September 1, 2016 districts will be held accountable for implementing new policies and procedures that align with [DE] guidance.”

Due to the nature of the changes, the IASB sample policies implementing these changes have been significantly impacted. In collaboration with the DE, these policies have been reviewed and rewritten to comply with the new guidance. The following is a brief summary of the guidance and the corresponding changes made to IASB documents:

- **Notifications – Beginning Sept. 1, 2015** the new guidance for publication of the annual and continuous notice of nondiscrimination requires two different notices: one for the annual notification and one for the continuous notification. This change impacted IASB sample policies in the following ways:
 - o IASB has divided the notice of nondiscrimination into two separate exhibits: **102.E1** – Annual Notice of Nondiscrimination and **102.E2** – Continuous Notice of Nondiscrimination.
 - o Sample **policy 102** – Equal Educational Opportunity and **102.E3** – Notice of Section 504 Student and Parent Rights have been updated to reflect this new language as well.
- **Civil Rights Grievance Procedures** – A number of procedural steps are required by OCR including the identification of “designated and reasonably prompt timeframes for all major stages of the complaint process.” This change impacted sample policies in the following ways:
 - o IASB has revised **102.R1** – Grievance Procedures to include the steps required by OCR. This policy and the supporting documents (**102.E4**, **102.E5**, and **102.E6**) have been rewritten not only to reflect the required changes, but also to more closely mirror the anti-bullying/anti-harassment complaint procedures that can be implicated as a result of the same incident or series of incidents. Please note, that in an effort to help districts understand and better identify when both grievance procedures and anti-bullying/anti-harassment procedures are implicated, IASB (with input from the DE) has created documents that can assist districts through the process applicable to each scenario.
- **Anti-Bullying/Anti-Harassment** – OCR has stated that confrontation of one’s harasser is not best practice. As a result, the **104 series** has been updated to ensure that the complaint procedures align more closely with this requirement, as well as other related grievance procedures in the case of discriminatory bullying and/or harassment. Again, please note, that in an effort to help districts understand and better identify when both grievance procedures and anti-bullying/anti-harassment procedures are implicated, IASB (with input from the DE) has created documents that can assist districts through the process applicable to each scenario.

In summary, IASB has amended, revised, and renumbered IASB sample policies, procedures, and exhibits in the 102 and 104 series to reflect changes and clarification in federal and state law. Due to the substantive nature of the changes, the policies, procedures, and exhibits have been rewritten in their entirety and as such unedited, clean copies of all documents have been provided. The impacted documents and the new corresponding numbering system of the sample policies and the supporting documents are detailed in the bulleted list below:

- Sample policy 102 – *Equal Educational Opportunity*
- Sample exhibit 102.E1 – *Annual Notice of Nondiscrimination*
- Sample exhibit 102.E2 – *Continuous Notice of Nondiscrimination*
- Sample exhibit 102.E3 – *Notice of Section 504 Student and Parental Rights*
- Sample exhibit 102.E4 – *Complaint Form*

- Sample exhibit 102.E5 – *Witness Disclosure Form*
- Sample exhibit 102.E6 – *Disposition of Complaint Form*
- Sample regulation 102.R1 – *Grievance Procedure*
- Sample policy 104 – *Anti-Bullying/Anti-Harassment Policy*
- Sample exhibit 104.E1 – *Complaint Form*
- Sample exhibit 104.E2 – *Witness Disclosure Form*
- Sample exhibit 104.E3 – *Disposition of Complaint Form*
- Sample regulation 104.R1 – *Anti-Bullying/Anti-Harassment Investigation Procedures*

If you have questions or need additional resources, please contact Josie Lewis, IASB policy and legal services director, at jlewis@ia-sb.org or (515) 247-7028.

Note: This publication is designed to provide accurate and authoritative information in regards to the subject matter covered. It is furnished with the understanding that IASB is not engaged in rendering legal or other professional services. If legal advice or other expert assistance is required, the services of a competent professional should be sought.

CHECK IT OUT: Whether you are revising or developing a new board policy, review your collective bargaining agreement, consider the traditions and beliefs of your school district, and contact your school attorney before adopting it.

[Back to Policy Primer Table of Contents](#)

[Download Primer and Policy](#)

EQUAL EDUCATIONAL OPPORTUNITY

It is the policy of the Sidney Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Melissa Godfread, 2754 Knox Road, 712-374-2647, mgodfread@sidney.k12.ia.us.

The board requires all persons, agencies, vendors, contractors and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

NOTE: A school district may have a different coordinator for each law or consolidate the responsibilities under one employee. The Iowa Department of Education encourages districts to have no more than two (2) coordinators: one for employment and one for programs. If the district has more than one coordinator, publications of this policy and notifications must include the name, contact address, contact phone number and email address for each coordinator.

NOTE: The language utilized above is consistent with Iowa Department of Education guidance released in the School Leader Update on September 1, 2015. The classes listed are all mandatory.

NOTE: Some conduct that falls under a school's equal educational opportunity policy also may trigger responsibilities under the state's anti-bullying/anti-harassment laws. By limiting the response to a specific application of its equal educational opportunity policy and the accompanying grievance procedures, a school may fail to properly consider whether the alleged conduct also results in bullying and/or harassment.

Legal Reference: 20 U.S.C. §§ 1221 *et seq.*
 20 U.S.C. §§ 1681 *et seq.*
 20 U.S.C. §§ 1701 *et seq.*
 29 U.S.C. § 206 *et seq.*
 29 U.S.C. § 794
 42 U.S.C. §§ 2000d and 2000e.
 42 U.S.C. §§ 12101 *et seq.*
 34 C.F.R. Pt. 100.
 34 C.F.R. Pt. 104.
 Iowa Code §§ 216.6; 216.9; 256.11; 280.3.
 281 I.A.C. 12.

Cross Reference: 101 Educational Philosophy of the School District
 401.1 Equal Employment Opportunity
 500 Objectives for Equal Educational Opportunities for Students
 506.1 Student Records

Approved _____

Reviewed _____

Revised _____

ANNUAL NOTICE OF NONDISCRIMINATION

The Sidney Community School District offers career and technical programs in the following areas of study:

- Agriculture Business and Management
- Business/Commerce
- Family and Consumer Science
- Drafting/Design Engineering Technologies
- Automobile/Automotives Mechanics Technology

It is the policy of the Sidney Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Melissa Godfread, 2754 Knox Road, 712-374-2647, mgodfread@sidney.k12.ia.us.

NOTE: A school district may have a different coordinator for each law or consolidate the responsibilities under one employee. The Iowa Department of Education encourages districts to have no more than two (2) coordinators: one for employment and one for programs. If the district has more than one coordinator, publications of this policy and notifications must include the name, contact address, contact phone number and email address for each coordinator.

CONTINUOUS NOTICE OF NONDISCRIMINATION

It is the policy of the Sidney Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Melissa Godfread, 2754 Knox Road, 712-374-2647, mgodfread@sidney.k12.ia.us.

NOTE: A school district may have a different coordinator for each law or consolidate the responsibilities under one employee. The Iowa Department of Education encourages districts to have no more than two (2) coordinators: one for employment and one for programs. If the district has more than one coordinator, publications of this policy and notifications must include the name, contact address, contact phone number and email address for each coordinator.

NOTICE OF SECTION 504 STUDENT AND PARENTAL RIGHTS

The Sidney Community School District does not discriminate in its educational programs and activities on the basis of a student's disability. It has been determined that your child has a qualifying disability for which accommodations may need to be made to meet his or her individual needs as adequately as the needs of other students. As a parent, you have the right to the following:

- Participation of your child in school district programs and activities, including extracurricular programs and activities, to the maximum extent appropriate, free of discrimination based upon the student's disability and at the same level as students without disabilities;
- Receipt of free educational services to the extent they are provided students without disabilities;
- Receipt of information about your child and your child's educational programs and activities in your native language;
- Notice of identification of your child as having a qualifying disability for which accommodations may need to be made and notice prior to evaluation and placement of your child and right to periodically request a re-evaluation of your child;
- Inspect and review your child's educational records including a right to copy those records for a reasonable fee; you also have a right to ask the school district to amend your child's educational records if you feel the information in the records is misleading or inaccurate; should the school district refuse to amend the records, you have a right to a hearing and to place an explanatory letter in your child's file explaining why you feel the records are misleading or inaccurate; and
- Hearing before an impartial hearing officer if you disagree with your child's evaluation or placement; you have a right to counsel at the hearing and have the decision of the impartial hearing officer reviewed.

It is the policy of the Sidney Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Melissa Godfread, 2754 Knox Road, 712-374-2647, gcruckshank@sidney.k12.ia.us.

COMPLAINT FORM
(Discrimination, Anti-Bullying, and Anti-Harassment)

Date of complaint: _____

Name of Complainant: _____

Are you filling out this form for yourself or someone else (please identify the individual if you are submitting on behalf of someone else):

Who or what entity do you believe discriminated against, harassed, or bullied you (or someone else)?

Date and place of alleged incident(s):

Names of any witnesses (if any): _____

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color	<input type="checkbox"/>	
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed	<input type="checkbox"/>	

In the space below, please describe what happened and why you believe that you or someone else has been discriminated against, harassed, or bullied. Please be as specific as possible and attach additional pages if necessary.

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

WITNESS DISCLOSURE FORM

Name of Witness: _____

Date of interview: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee):

_____Date and place of alleged incident(s):

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color	<input type="checkbox"/>	
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed	<input type="checkbox"/>	

Description of incident witnessed: _____

_____Additional information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

DISPOSITION OF COMPLAINT FORM

Date: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee):

Date and place of alleged incident(s):

Name of Respondent (include whether the Respondent is a student or employee):

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color		
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed		

Summary of Investigation: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

ANTI-BULLYING/ANTI-HARASSMENT POLICY

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

Definitions

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

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

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within 180 days of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed.

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

Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment. The Level 1 Investigator will be responsible for handling all complaints alleging bullying or harassment. The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. The superintendent or the superintendent's designee shall also be responsible for developing procedures regarding this policy.

Suggestions for administrative procedures regarding this policy include:

- *Developing procedures for reporting acts of bullying and harassing behavior (see IASB sample regulation 104.R1);*
- *Organizing training programs for students, school employees, and volunteers regarding how to recognize bullying and harassing behavior and what to do if this behavior is witnessed; and*
- *Developing a process for evaluating the effectiveness of this policy in reducing bullying and harassing behavior.*

Decision

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds.

A school employee, volunteer, or student, or a student's parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report.

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

Publication of Policy

The board will annually publish this policy. The policy may be publicized by the following means:

- Inclusion in the student handbook,
- Inclusion in the employee handbook
- Inclusion in the registration materials
- Inclusion on the school or school district's web site,

NOTE: School districts are required to integrate the anti-bullying and anti-harassment policy into the comprehensive school improvement plan and shall collect and report data regarding instances of bullying and harassment as required by law.

NOTE: Some conduct that falls under a school's anti-bullying/anti-harassment policy also may trigger responsibilities under one or more of the federal and state antidiscrimination laws. By limiting the response to a specific application of its anti-bullying/anti-harassment disciplinary policy and the accompanying procedures, a school may fail to properly consider whether the alleged conduct also results in discriminatory bullying and/or harassment.

Legal References: 20 U.S.C. §§ 1221-1234i.
 29 U.S.C. § 794.
 42 U.S.C. §§ 2000d-2000d-7.
 42 U.S.C. §§ 12101 *2et. seq.*
 Iowa Code §§ 216.9; 280.28; 280.3.
 281 I.A.C. 12.3(6).
 Morse v. Frederick, 551 U.S. 393 (2007)

Cross References: 102 Equal Educational Opportunity
 502 Student Rights and Responsibilities
 503 Student Discipline
 506 Student Records

Approved 11 – 16 - 15

Reviewed _____

Revised _____

WITNESS DISCLOSURE FORM

Name of Witness: _____

Date of interview: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee): _____

Date and place of alleged incident(s): _____

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color		
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed		

Description of incident witnessed: _____

Additional information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

DISPOSITION OF COMPLAINT FORM

Date: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee):

Date and place of alleged incident(s):

Name of Respondent (include whether the Respondent is a student or employee):

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color		
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed		

Summary of Investigation: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

ANTI-BULLYING/ANTI-HARASSMENT INVESTIGATION PROCEDURES

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

Definitions

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

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

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within 180 days of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed.

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

Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment. The Level 1 Investigator will be responsible for handling all complaints alleging bullying or harassment. If the Complainant is under 18 years of age, the Investigator shall notify his or her parent(s)/guardian(s) that they may attend investigatory meetings in which the Complainant is involved. The complaint and identity of the Complainant, Respondent, or witnesses will only be disclosed as reasonably necessary in connection with the investigation or as required by law or policy. The investigation may include, but is not limited to the following:

- A request for the Complainant to provide a written statement regarding the nature of the complaint;
- A request for the individual named in the complaint (hereinafter “Respondent”) to provide a written statement;
- A request for witnesses identified during the course of the investigation to provide a written statement; and
- Review and collection of documentation or information deemed relevant to the investigation.

The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. Upon completion of the investigation, the Investigator shall issue a report with respect to the findings.

Decision

If, after an investigation, a student is found to be in violation of the policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds.

A school employee, volunteer, or student, or a student’s parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report.

Individuals who knowingly file false bullying and/or harassment complaints and any person who gives false statements in an investigation may be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject

to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

NOTE: School districts must include a number of requirements in the district anti-bullying/anti-harassment policy. This regulation builds on the requirements addressed in IASB sample policy 104 by more specifically detailing sample investigation procedures. Districts should ensure that the district's practice is reflective of the policy and regulations that the district's leadership team has established. Please remember that the procedures outlined here should be consistent with the policy.

NOTE: Some conduct that falls under a school's anti-bullying/anti-harassment policy also may trigger responsibilities under one or more of the federal and state antidiscrimination laws. By limiting the response to a specific application of its anti-bullying/anti-harassment disciplinary policy and the accompanying procedures, a school may fail to properly consider whether the alleged conduct also results in discriminatory bullying and/or harassment.

Increasing Enrollment	
Actual Enrollment Fall 2014	301.6
Actual Enrollment Fall 2015 <i>(Generated nightly, changes to Certified Enrollment are reflected the following day)</i>	332.8
Increase	31.2
DCPP (FY16)	6,458
Maximum On-Time Funding Modified Supplemental Amount for Increasing Enrollment	201,490
Request	201490
Open Enrollment Out	
Open Enrollment Out Students on Fall 2015 Certified Enrollment but not on the Fall 2014 Certified Enrollment <i>(Changes to student data are reflected immediately)</i>	<u>2.0</u>
Open Enrollment Out Students Minus Increase (previous section)	0.0
State Cost Per Pupil for Open Enrollment Out (FY15)	6,366
Maximum Modified Supplemental Amount for Open Enrollment Out	0
Request	0
LEP Instruction Beyond 5 Years	
Students Served Beyond 5 Years <i>(Changes to student data are reflected immediately)</i>	<u>3</u>
Weighting	0.22
Total Weighting	0.66
DCPP (FY16)	6,458
Maximum Modified Supplemental Amount for LEP Instruction Beyond 5 Years	4,262
Request	4262

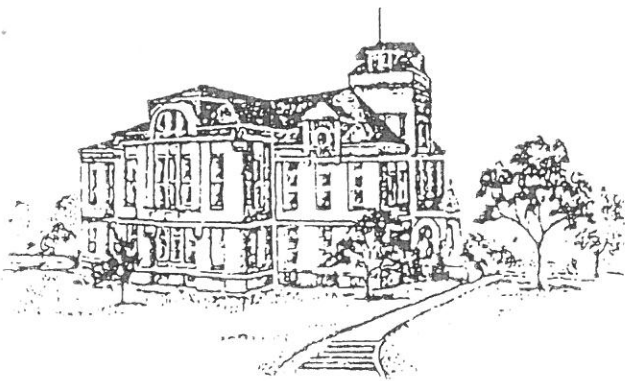
Unspent Budget History

Sidney

	Actual FY12	Actual FY13	Estimated FY14	Estimated FY15	Estimated FY16
1 Formula	2,077,988	2,070,276	2,006,718	2,057,543	1,947,733
2 Formula	134,500	28,492	84,261	0	130,385
3 Formula	173,401	210,160	165,505	87,417	175,851
4 Formula	395,437	396,978	368,593	438,615	328,648
5 Formula	214,859	203,816	202,565	199,941	199,941
6 Formula	22,452	21,298	21,199	21,011	21,011
7 Formula	23,808	22,585	22,490	22,324	22,324
8 Formula	0	0	0	0	0
9 Formula	108,541	108,267	104,234	109,537	99,885
10 Formula	5,751	6,025	10,058	4,755	14,407
11 Formula	16,997	16,894	16,379	17,138	16,138
12 Formula	18,801	18,686	18,116	18,954	17,849
13 Formula	0	0	0	0	0
14 Formula	11,739	11,148	11,120	11,248	11,248
15 Formula	1,237	1,175	1,174	1,194	1,194
16 Board/SBRC	3,383	0	59,921	77,351	31,011
17 Board/SBRC	0	0	0	0	0
18 Board/SBRC	21,540	20,295	36,006	24,484	205,752
19 SBRC	178,883	268,263	346,499	260,601	260,601
20 SBRC	0	0	0	0	0
21 Board/SBRC	0	0	0	0	0
22 Board/SBRC	0	0	0	0	0
23 SBRC	0	0	0	0	0
24 Auditor	-5,306	0	0	0	80,427
25 Calculated	22,257	22,257	18,229	18,229	6,146
26 Calculated	3,381,754	3,382,101	3,456,609	3,333,884	3,558,259
27 Formula	64,713	69,012	36,726	79,575	61,237
28 Board/Vote	168,990	165,404	165,877	166,784	177,317
29 Board	0	0	0	0	0
30 Board	976,093	1,089,459	1,150,465	1,132,943	1,300,000
31 Calculated	1,109,533	1,104,968	1,119,948	1,226,313	1,229,701
32 Calculated	5,701,083	5,810,944	5,929,625	5,939,499	6,326,514
33 Board	4,596,115	4,690,996	4,703,312	4,709,798	4,900,000
34 Calculated	1,104,968	1,119,948	1,226,313	1,229,701	1,426,514

*

*



100 Years • 1889 - 1989

Discussion/action
Fremont County Assessor *d*

Sidney, Iowa 51652
(712) 374-2631

KAREN BERRY
Assessor

FAM VAN SCYOC
Deputy

VICKI KIRKPATRICK
Office/Data Mgr.

October 29, 2015

To All School Board
Presidents

Dear Sir or Madam:

On your next agenda, please appoint a school board member to the Fremont County Conference Board. This person cannot be the Superintendent of the school.

There are usually two Conference Board meetings per year. The meetings will be in January and February. These meetings are usually scheduled for 5:00 p.m. and last approximately one hour.

Please contact this office as soon as you know whom your representative will be.

Thank you very much for your cooperation.

Sincerely,

Karen L. Berry
Fremont County Assessor

klb/vsk