

PLEASANT VALLEY COMMUNITY SCHOOL DISTRICT  
Bettendorf, LeClaire, Riverdale, Iowa  
BOARD OF EDUCATION REGULAR MEETING, BELMONT ADMINISTRATION CENTER  
Monday, September 25, 2023; 6:00 p.m.

Streaming link:

<https://www.youtube.com/watch?v=F1lvBxLgu3o>

*Supporting information for the agenda can be found at*

<https://www.pleasval.org/district/school-board/supporting-information>

- I. Call to order and roll call, Pledge of Allegiance
- II. Approval of Agenda
- III. Communications, Concerns, and Constructive Ideas for the District
  - A. From Students, Parents, Teachers, and Visitors
  - B. From Board Members
  - C. From Administration
  - D. To the Secretary
  - E. Recognition - National Merit Semifinalists
- IV. Consent Agenda September 25, 2023
  - A. Minutes September 11, 2023 Regular Meeting
  - B. Personnel
  - C. Open Enrollment
- V. Approval of September 25, 2023 bills

Note: Blackhawk Bank & Trust warrants 158483 through 158659 to be issued for the following:

- A. General Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that General Fund warrants be issued in the total amount of \$177,029.35 in payment of invoices presented.
- B. Nutrition Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Nutrition Fund warrants be issued in the total amount of \$78,509.46 in payment of invoices presented.
- C. Elementary/Junior High Activity Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Elementary/Junior High Activity Fund warrants be issued in the total amount of \$981.24 in payment of invoices presented.

- D. High School Activity Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that High School Activity Fund warrants be issued in the total amount of \$32,862.34 in payment of invoices presented.
- E. Management Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Management Fund warrants be issued in the total amount of \$1,474.17 in payment of invoices presented.
- F. PPEL (Physical Plant and Equipment Levy) Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that PPEL Fund warrants be issued in the total amount of \$6,932.00 in payment of invoices presented.
- G. Internal Service Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Internal Service Fund warrants 6551 to 6553 be issued in the total amount of \$10,168.98 in payment of invoices presented.
- H. Trust Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Trust Fund warrants be issued in the total amount of \$11,542.50 in payment of invoices presented.

VI. Old Business

- A. Board Policy Updates - second reading - Brian Strusz

VII. New Business

- A. Pleasant Valley High School Expansion Design Development - Brian Strusz and FRK
- B. 2022-23 Annual Report - Tony Hiatt, Bernie Brustkern, Heather Larson
- C. Board Policy Updates - select series 500 and 600 policies - Tony Hiatt and Bernie Brustkern
- D. SBRC (School Budget Review Committee) Request For Modified Supplemental Amount and Supplemental Aid For The 2022-23 Special Education Deficit - Mike Clingingsmith
- E. SBRC Request For Modified Supplemental Amount For Excess LEP (Limited English Proficiency) Costs For The 2022-23 School Year - Mike Clingingsmith

VIII. Future Dates

1. Monday, October 9, 2023 - Regular Board Meeting 6:00 p.m.
2. Monday, October 23, 2023 - Regular Board Meeting 6:00 p.m.

IX. Adjournment

**Pleasant Valley Community School District  
Board of Education  
Supporting Information  
Monday, September 25, 2023**

ITEM #1: RECOGNITION: We will recognize Semifinalists in the 2024 National Merit Scholarship Competition: Jenna Boekhoff, Jack Cabay, Luke Eckman, Cole Halupnik, Achinteya Jayaram, Nathan Musal and Tyler Nels.

The following Commended Students will be recognized: Vamsi Challa, Samantha Kruse, Margil Sanchez Carmona and Johnathon Ziebelbein.

ITEM #2: CONSENT AGENDA

1. Approval of Minutes: September 11, 2023 Regular Meeting
2. Personnel: The list of personnel changes is included in the supporting documents.
3. Open Enrollment: From Bettendorf: Two grade 8 and one grade 11 (continuations).  
From Davenport: One K, one grade 4 and one grade 10 (continuations).

**Required Motion: I move the Board approve the Consent Agenda as presented.**

ITEM #3: OLD BUSINESS

BOARD POLICY UPDATES - SECOND READING: The Iowa Association of School Boards has suggested specific board policy revisions to comply with current federal and state legislation. At the September 11 meeting, the board held the first reading of policies associated with our school nutrition program :

701.1	School Lunch Program
701.1R1	Notice of Nondiscrimination
701.1E1	Civil Rights Complaints Procedure
701.1E2	Civil Rights Complaint Form
701.2	Scope of Food Service Program
701.3	Financial Support
701.4	Eligibility for Free or Reduced Meal Prices

During the 2023 legislative session, a variety of legal topics were updated, resulting in adjustments to school board policies. The board had a first look at these updates at the September 11 meeting and will review the updates over the course of the September and October board meetings:

104	Anti-Bullying / Anti-Harassment Policy
104.R	Investigation Procedures
421	Professional Development
422	Required Professional Development for Employees

**Required Motion: I move that the Board approve updates to Board Policy as presented. Roll Call Vote.**

ITEM #4: NEW BUSINESS

- A. PLEASANT VALLEY HIGH SCHOOL DESIGN DEVELOPMENT: Kyle Sandage from FRK architects and engineers will be present to update the board on the Pleasant Valley High School schematic design phase and the beginning design development process. FRK will provide an opinion of probable costs in this design development phase.

Pending board approval, we will enter the final document preparation phase (Construction Documents) and look for a Board meeting date in November (targeting Nov 13) for Construction Documents approval and going out for bids. We are looking at a Dec 21 bid date. I've attached our proposed design/construction schedule for your review. This is included in the Design Development packet.

**Required Motion: I move the Board approve the Design Development process for Pleasant Valley High School. Roll call vote.**

- B. 2022-23 ANNUAL REPORT: Director of Elementary Education Tony Hiatt, Director of Secondary Education Bernie Brustkern and Director of Communications Heather Larson will review highlights from the 2022-23 Annual Progress Report - a copy of which can be found in the board supplement materials. Upon board approval, this document will be placed on the district website ([www.pleasval.org](http://www.pleasval.org) > District > About our District)

**Required motion: I move the Board accept the 2022-23 Annual Report as presented. Roll call vote.**

- C. BOARD POLICY UPDATES: Tonight the Board will hold the initial readings of Board Policy updates to select series 500 and series 600 policies, as necessitated by state legislative action. A second reading and approval will occur at the October 9th board meeting.

**No required motion.**

- D. SBRC REQUEST FOR MODIFIED SUPPLEMENTAL AMOUNT (MSA) AND SUPPLEMENTAL AID FOR THE 2022-23 SPECIAL EDUCATION DEFICIT: The state requires that the Board authorize a request to the SBRC (School Budget Review Committee) for Modified Supplemental Amount (MSA), which gives the district additional spending authority, for the amount of the district's special education deficit for the 2022-23 fiscal year. The state also requires the board to authorize a request to the



SBRC in order to receive supplemental aid. Supplemental aid is a distribution of the positive special education balances in the state to districts that have a special education deficit. This supplemental aid is prorated based on the amount of a district's special education deficit. These requests to the SBRC are a standard procedure that is done every year that the district has a special education deficit.

A historical summary is included in the board packet which shows the amount of Medicaid reimbursement revenue, the number of students being billed to Medicaid, the district's special education deficit and the number of special education students at Levels I, II and III each of the past ten years.

Reasons for the large fluctuations in the amount of the special education deficit:

1. Medicaid billing generates revenue which helps to lower the special education deficit. The district has participated in Medicaid billing since the 2005-06 fiscal year.
2. The past few fiscal years, the state has made it more difficult to classify a special education student at the higher levels of funding, which increases the special education deficit. The reality, however, is that students with complex needs continue to move into the district.
3. The number of students served between count day of the previous year and the actual number of students served during the current year increased. For example, on count day 2020-21, 337 students were being served. 384 students were being served on count day 2021-22, and by the end of June 2022, 418 students were being served.

**Required Motion: I move that the Board authorize a request to the School Budget Review Committee (SBRC) for modified supplemental amount in the amount of the district's final 2022-23 special education deficit of \$929,440.25 (or the amount determined by the Iowa Department of Education after review) and a request for supplemental aid based on the amount of the district's final 2022-23 special education deficit of \$929,440.25 (or the amount determined by the Iowa Department of Education after review). Roll call vote.**

- E. SBRC REQUEST FOR MODIFIED SUPPLEMENTAL AMOUNT FOR EXCESS LEP (LIMITED ENGLISH PROFICIENCY) COSTS FOR THE 2022-23 SCHOOL YEAR: The state requires that the Board authorize a request to the SBRC (School Budget Review Committee) for modified supplemental amount (additional spending authority) for the amount of the District's Limited English Proficiency (LEP) deficit for the 2022-23 school year in order for the District to receive the additional spending authority. We have calculated the District's 2022-23 LEP deficit to be \$142,467.18

**Required Motion: I move that the Board authorize a request to the School Budget Review Committee (SBRC) for modified supplemental amount for excess LEP (Limited English Proficiency) costs for serving English language learners in a Limited English Instructional Program during the 2022-23 school year in the amount of \$142,467.18 (or the amount determined by the Iowa Department of Education after review). Roll call vote.**

ITEM #5: FUTURE DATES

1. Monday, October 9, 2023; 6:00 p.m. - Board of Education Meeting
2. Monday, October 23, 2023; 6:00 p.m. - Board of Education Meeting
3. Thursday, November 16, 2023 - IASB State Convention

**PLEASANT VALLEY COMMUNITY SCHOOL DISTRICT**

Bettendorf, LeClaire, Riverdale

UNOFFICIAL MINUTES

BOARD OF EDUCATION REGULAR MEETING

BELMONT ADMINISTRATION CENTER

Monday, September 11, 2023; 6:00 P.M.

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<https://www.youtube.com/watch?v=w6ztOdtIjM4>

**CALL TO ORDER:** President Wagle called the meeting to order at 6:00 p.m.

**MEMBERS PRESENT:** Hoskins, Kanwischer (remotely), Kunkel, Wagle. Absent: Ayers, Brockmann, Rivera. Also present: Brian Strusz, Bernadette Brustkern, Mike Clingingsmith, Tony Hiatt, Jill Kenyon, Heather Larson, Deborah Dayman and others.

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVED:** Motion by Hoskins, second by Kunkel that the agenda be approved as presented. All ayes. Motion carried.

**COMMUNICATIONS:** President Wagle shared the following statement in honor of Patriot's Day: *On this solemn day of September 11th, we pause to remember and honor the lives lost, the heroes who emerged, and the resilience of a nation. May their memory continue to inspire unity, compassion, and unwavering commitment to peace and freedom. Moreover, let us reaffirm our commitment to building a more inclusive and compassionate society. We will never forget.* A moment of silence followed.

President Wagle welcomed everyone to the meeting and read the vision of the District: It is the vision of the Pleasant Valley Community School District that we shall provide the finest academic and extra-curricular programs in the state – not in some things, but in everything; not for some students, but for every student.

Director Kunkel and Superintendent Strusz extended condolences to the family of Jayne Moritz, Pleasant Valley High School student who passed away on Sunday evening.

Superintendent Strusz recognized Eric Crawford, former PVHS teacher who is retiring as girls tennis coach after 28 years. He congratulated Liz Moritz upon the announcement of her retirement at the end of the 2023-24 school year after 38 years in the profession and 24 years of service to Pleasant Valley students.

**CONSENT AGENDA:**

The September 11, 2023 consent agenda consists of the following:

- **MINUTES:** The approval of minutes of the August 28, 2023 Regular Meeting.

● PERSONNEL:

**CERTIFIED:** Elizabeth Moritz, Science teacher at Pleasant Valley High School, has submitted notice of her retirement at the end of the 2023-24 school year after 38 years of service - 24 in PVCSD.

**CLASSIFIED:** Erin Asche, Special Education Paraeducator at Pleasant Valley Junior High School, is nearing the end of her probationary period and is recommended for regular employment effective September 16, 2023. Sharon Gilmore, Food Service Worker at Pleasant Valley High School, has submitted notice of her resignation effective September 1, 2023. Barrett Lindmark is recommended for regular employment as a Special Education Paraeducator at Pleasant Valley High School starting September 5, 2023. Probation period is waived as Barrett is a current district employee. Mindy Mahalla-Huhn, Paraeducator at Riverdale Heights Elementary, will have 1.25 hours per day added to her contract day effective August 29, 2023. Nicole Mayo, Special Education Paraeducator at Bridgeview Elementary will have .75 hours per day added to her contract effective September 6, 2023. Connie Miller, Paraeducator at Pleasant Valley Junior High, has submitted notice of her resignation effective August 16, 2023. Kalissa Smiddy, Special Education Paraeducator at Pleasant Valley High School, is nearing the end of her probationary period and is recommended for regular employment effective September 16, 2023. Courtney Sweitzer, Special Education Paraeducator at Bridgeview Elementary, will have 2.25 hours added to her contract effective September 12, 2023. Valerie Wilson, Special Education Paraeducator at Riverdale Heights Elementary, will have 30 minutes per day added to her contract effective August 29, 2023.

**CLASSIFIED: (information only)** Brooke Boldt is recommended for probationary employment as a Food Service Worker at Pleasant Valley High School starting September 5, 2023. Rose Chenoweth Rockstroh is recommended for probationary employment as a Special Education Paraeducator at Forest Grove Elementary starting September 8, 2023. Brooke Haycraft is recommended for probationary employment as a Preschool Paraeducator at Bridgeview Elementary starting September 8, 2023. Beatrice Kamadjeu is recommended for probationary employment as a Special Education Paraeducator at Forest Grove Elementary starting 9/12/2023. Isaac Kaufman is recommended for probationary employment as a part-time Custodian at Pleasant Valley Junior High starting September 25, 2023. Kelli Prunty is recommended for probationary employment as a part-time Custodian at Riverdale Heights Elementary starting September 16, 2023. Desmond White is recommended for probationary employment as a part-time Custodian at Pleasant Valley High School starting September 18, 2023.

**TEACHER LEADERSHIP:**

**ADD:**

Janene Murphy PVHS CTE Collaborative Lead

**EXTRA-CURRICULAR:**

**ADD:**

Jeremy Bowling PVJH Assistant Wrestling

**DROP:**

Eric Crawford PVHS Girls Assistant Tennis

**SALARY ADVANCEMENTS:** The following staff members have earned extra credits since their contracts were issued and should advance on the salary scale for the 2023-24 school year:

Kellie Backes, Kate Beausoleil, Courtney Bielis, Pam Boens, Leah Boore, Angela Brand, Kateeya Brown, Rita Brown, Katie Calcott, Brianna Call, Christy Cline, Jackson Culp, Hailey Duwa, Philip George, Kelsey Gillham, Madi Glatz, Jacob Grafenberg, Nicole Guldenstein, Jennifer Hanson, Teresa Harrington, Shannon Harty, Erin Hofer, Grant Housman, Tobias Jessen, Brent Keemle, Alissa Kirsch, Sarah Kraklio, Jason Landa, Jacob Larsen, Rachel Mann, Betsy Mansfield, Erin Merrill, Abby Meuser, Heidi Meyer, Amy Miller, Erica Miller, Janene Murphy, Grace Nielsen, Jennifer Notton, Collette Rhoades, Jake Ridenour, Sara Russell, Meghan Ruth, Scott Schoville, Heather Seibel, Jackie Shea, Carrie Srsic Skillin, Grant Stewart, Lyra VanLanduyt, Erin Woods, Alexander Yank, Joe Youngbauer.

- OPEN ENROLLMENT: The following open enrollments IN have been approved starting the 2023-24 school year: From Davenport - ONE grade 3 continuation. DENIED: From Bettendorf - ONE grade 10 due to lack of space.

- COOPERATIVE TEACHING AGREEMENT: Indiana University.

Motion by Kunkel, second by Hoskins that the consent agenda be approved as presented. All Ayes.  
Motion Carried.

#### **EXPENSES APPROVED:**

Motion by Kunkel, second by Hoskins that General Fund warrants be issued in the total amount of \$498,314.65 in payment of invoices presented. All ayes. Motion carried.

Motion by Hoskins, second by Kunkel that Nutrition Fund warrants be issued in the total amount of \$70,556.27 in payment of invoices presented. All ayes. Motion carried.

Motion by Kunkel, second by Hoskins that Elementary/Junior High Activity Fund warrants be issued in the total amount of \$1,680.68 in payment of invoices presented. All ayes. Motion carried.

Motion by Hoskins, second by Kunkel that High School Activity Fund warrants be issued in the total amount of \$51,884.96 in payment of invoices presented. All ayes. Motion carried.

Motion by Kunkel, second by Hoskins that Management Fund warrants be issued in the total amount of \$12,270.00 in payment of invoices presented. All ayes. Motion carried.

Motion by Hoskins, second by Kunkel that Capital Project Fund warrants be issued in the total amount of \$843,697.17 in payment of invoices presented. All ayes. Motion carried.

Motion by Kunkel, second by Hoskins that Physical Plant and Equipment Levy (PEEL) Fund warrants be issued in the total amount of \$320,915.51 in payment of invoices presented. All ayes. Motion carried.

Motion by Hoskins, second by Kunkel that Internal Service Fund warrants 6547 through 6550 be issued in the total amount of \$12,611.42 in payment of invoices presented. All ayes. Motion carried.

Motion by Kunkel, second by Hoskins that Trust Fund warrants be issued in the total amount of \$685.10 in payment of invoices presented. All ayes. Motion carried.

Director Brockmann arrived at 6:11 p.m.

**ENGLISH LANGUAGE LEARNERS (ELL) INSTRUCTIONAL TEAM:** Director of Student Services Jill Kenyon introduced English Language Learner Coordinator Jamie Homb and *English as a Second Language* (ESL) teachers Brittane Andrews and Carolyn Blake. The team introduced the goals of our English Language Learners program and the services the district provides in addition to an update on the history and development of the program.

The program's mission is *To help all students in our district who come from diverse language backgrounds learn and become proficient in English, share their culture and background with others, and feel comfortable, accepted and supported within our schools as a Pleasant Valley Spartan.*

The program was launched 13 years ago as a pull-out program serving a handful of students to the current program which serves 130 students representing 33 languages. Current service models include

**Pull-Out** - The ESL teacher provides focused, individualized instruction in a small group or one-on-one setting.

**Push-In** - The ESL teacher takes on a collaborative approach with the classroom teacher to support the student in the general education environment.

**Co-Teaching** - The ESL teacher co-plans with the classroom teacher to provide both the content and language objectives, as well as intertwines effective language supports for all students.

**ESL Class** (high school) - The ESL teacher supports language learners at the secondary level with their content area assignments as well as targeted language instruction.

Three level of services are provided:

**High intermediate:** strong language skills; need assistance on background knowledge, figurative language and idiomatic expressions, and inferencing; push in to classrooms or monitoring progress through online platforms

**Intermediate:** student transitioning from newcomer needs; behind on skill level compared to grade level peers; able to function in general education classroom (may at times struggle with multi-step directions); seen 2-3 times a week in small groups; working on academic skills beyond basic vocabulary acquisition; deficits in productive/ expressive language skills (writing/speaking); Language acquisition 5-7 years (depending on grade level and opportunities/usage of native language)

**Emerging:** High need ESL. Newcomer; seen 4-5 times a week; significant push in during core content areas; consistent collaboration with classroom teacher; aide or interpreter support; supporting family as cultural liaisons (explaining holidays, US school operations - lunch, recess, etc.); connecting with specials teachers and building staff to provide student information; Average 6-8 months transitioning from a level 3 newcomer to a level 2 student

No Required Motion

**SUMMER SCHOOL REPORT:** Director of Elementary Education Tony Hiatt provided the 2023 summer school summary report outlining the programs offered at each level, student participation and the final financial information.

The program is offered to elementary and junior high students requiring remediation - specifically in reading and writing - and is by invitation only based upon MAP assessments or teacher recommendation. Specials including Physical Education, music and robotics are also included in the curriculum. The program ran for ten days in July at Hopewell Elementary from 8:30 am - 11:00 am.

Student and faculty attendance improved over previous years. This improvement is attributed to the reduced program length.

Motion by Kunkel, second by Brockmann that the Board accept the 2023 summer school report as presented. Roll call vote. Ayes - Brockmann, Hoskins, Kanwischer, Kunkel, Wagle. Nays - none. Motion carried.

**BOARD POLICY REVIEW:** The Iowa Association of School Boards has suggested specific board policy revisions to comply with current federal and state legislation. The board held the first reading of policies associated with our school nutrition program :

- 701.1 School Lunch Program
- 701.1R1 Notice of Nondiscrimination
- 701.1E1 Civil Rights Complaints Procedure
- 701.1E2 Civil Rights Complaint Form
- 701.2 Scope of Food Service Program
- 701.3 Financial Support
- 701.4 Eligibility for Free or Reduced Meal Prices

During the 2023 legislative session, a variety of legal topics were updated, resulting in adjustments to school board policies. The board will review the updates over the course of the September and October board meetings. Tonight the board had the first reading of the following policies:

- 104 Anti-Bullying / Anti-Harassment Policy
- 104.R Investigation Procedures
- 421 Professional Development
- 422 Required Professional Development for Employees
- 504.09 Child Abuse Reporting
- 601.2 School Calendar and School Day

Current [board policy](#) can be reviewed on the School Board page of the district website [www.pleasval.org](http://www.pleasval.org) and proposed updates can be found in the [Supporting Information](#) files on the website.

These policies will be presented for a second reading at the September 25th board meeting.

No Required Motion

**MEETING ADJOURNED:** The meeting adjourned at 7:19 p.m.

**FUTURE DATES:**

September 25, 2023  
October 9, 2023

Regular School Board Meeting; 6:00 p.m.  
Regular School Board Meeting; 6:00 p.m.

School Board Elections - November 7, 2023

The school election is held during odd-numbered years in conjunction with regular city elections. Director District seats #3, #4, #5 and #6 will be voted upon. Additional information, required forms and a director district map is posted on the [School Board](http://www.pleasval.org) page of the Pleasant Valley Community School District website [www.pleasval.org](http://www.pleasval.org).

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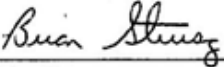
JULY 2023  
**NOTICE OF NONDISCRIMINATION**

It is the policy of the Pleasant Valley 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. Further, the board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

The district 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.

The district is committed to the policy that no otherwise qualified person will be excluded on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, religion, disability, or age. Further, the board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

Inquiries concerning the application of federal and state nondiscrimination statutes and the implementing regulations to the district may be referred to Mike Zimmer, who has been designated by the district as Educational Equity Coordinator, or to the Director of the Office for Civil Rights, Department of HEW, and Washington, D.C. Mr. Zimmer's office is at Pleasant Valley Administration Center, 525 Belmont Rd., Bettendorf, Iowa 52722; telephone (563) 332-5550.

  
\_\_\_\_\_  
Brian Strusz  
Superintendent



PLEASANT VALLEY COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
PERSONNEL APPROVAL  
*updated*  
September 25, 2023

**CERTIFIED:**

Theresa Staley, 3rd grade teacher at Cody Elementary, has submitted notice of her retirement at the end of the 2023-24 school year after 27 years of service to the District.

**CERTIFIED: (information only)**

**CLASSIFIED:**

Kristy Anderson is recommended for regular employment as a part time Custodian at Hopewell Elementary starting October 1, 2023. Probationary period is waived as she has served as a substitute custodian in the building.

Nicole Mayo, Special Education Paraeducator at Bridgeview Elementary, has submitted notice of her resignation effective October 4, 2023.

**CLASSIFIED: (information only)**

Alexandra Santiago is recommended for probationary employment as a Food Service Worker at Pleasant Valley High School starting September 18, 2023.

**EXTRA-CURRICULAR:**

**ADD:**

Andrew Piotter

PVHS Head Girls Soccer Coach

**DROP:**

Andrew Piotter

PVHS Assistant Boys Soccer Coach

PLEASANT VALLEY COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
PERSONNEL APPROVAL  
September 25, 2023

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**TEACHER LEADERSHIP:**

**EXTRA-CURRICULAR:**

PLEASANT VALLEY COMMUNITY SCHOOL DISTRICT  
APPROVAL OF BILLS  
SEPTEMBER 25, 2023

Note: Blackhawk Bank & Trust warrants 158483 through 158659 to be issued for the following:

- A. General Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that General Fund warrants be issued in the total amount of \$177,029.35 in payment of invoices presented.
- B. Nutrition Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Nutrition Fund warrants be issued in the total amount of \$78,509.46 in payment of invoices presented.
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- F. PPEL (Physical Plant and Equipment Levy) Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that PPEL Fund warrants be issued in the total amount of \$6,932.00 in payment of invoices presented.
- G. Internal Service Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Internal Service Fund warrants 6551 to 6553 be issued in the total amount of \$10,168.98 in payment of invoices presented.
- H. Trust Fund: Motion by \_\_\_\_\_ second by \_\_\_\_\_ that Trust Fund warrants be issued in the total amount of \$11,542.50 in payment of invoices presented.

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
AMERICAN ASSOCIATION OF SCHOOL PERSONNEL ADMINISTRATORS				
	10 9013 2321 000 0000 294	09/01/2023	MEMBERSHIP 12-1-23 TO 11-30-24	275.00
				275.00
ARGO TRANSLATION				
	10 9030 3300 890 0000 349	09/06/2023	CONTRACT SERVICE FEE	50.00
				50.00
B & H PHOTO-VIDEO				
	10 9032 2237 160 0000 653	09/12/2023	Cetacea Sound Astronaut CL Classroom Spe	595.08
	10 9032 2237 160 0000 653	09/12/2023	Shipping	21.78
				616.86
BAILEY, LARISSA				
	10 9060 2213 000 3116 580	09/05/2023	AUGUST 2023 MILEAGE	73.10
				73.10
BETHANY FOR CHILDREN AND FAMILIES				
	10 0109 2140 000 4669 322	09/11/2023	SCHOOL BASED THERAPY AUGUST 2023	120.00
	10 0403 2140 000 4669 322	09/11/2023	SCHOOL BASED THERAPY AUGUST 2023	240.00
	10 0209 2140 000 4669 322	09/11/2023	SCHOOL BASED THERAPY AUGUST 2023	240.00
				600.00
BLICK ART MATERIALS				
	10 0209 1000 102 0000 612	09/12/2023	See Frevvo Blick Quote	650.00
	10 0407 1000 102 0000 612	09/13/2023	Art supplies - see attached	758.20
				1,408.20
BOSWORTH, ELIZABETH				
	10 9060 2213 000 3116 580	09/12/2023	AUGUST MILEAGE	35.45
				35.45
BUNKER, MISTY				
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	140.00
				140.00
CAMP WYOMING				
	10 9334 1000 113 8012 814	09/15/2023	HW SCIENCE CAMP	3,696.00
				3,696.00
CAROLINA BIOLOGICAL SUPPLY COM				
	10 0109 1000 113 0000 612	08/30/2023	Cheesecloth, 5 yd Package	15.10
				15.10
CARR, KRISTY				
	10 9030 1000 100 0000 580	09/18/2023	MILEAGE 9-1 THRU 9-15	28.80
	10 9030 1000 100 0000 580	09/01/2023	MILEAGE 08-18-23 THRU 09-01-23	35.20
				64.00
CDW GOVERNMENT, INC.				
	10 9032 2237 160 0000 653	08/29/2023	StarTech.com Wireless Presentation Remot	190.50
				190.50
CENTER FOR THE COLLABORATIVE CLASSROOM				
	10 9334 1000 100 8100 642	08/31/2023	Being a Writer, 2nd Edition Student Skil	2,150.00
	10 9334 1000 100 8100 642	08/31/2023	Being a Writer, 2nd Edition Student Skil	1,750.00
	10 9334 1000 100 8100 642	08/31/2023	Being a Writer, 2nd Edition Student Skil	1,875.00
	10 9334 1000 100 8100 642	08/31/2023	Estimated Shipping	462.00
				6,237.00
CITY OF BETTENDORF				
	10 0418 2620 000 8000 411	09/15/2023	WATER AND SEWER	760.68

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	10 0407 2620 000 8000 411	09/15/2023	WATER AND SEWER	342.77
	10 0409 2620 000 8000 411	09/15/2023	WATER AND SEWER	206.13
	10 0411 2620 000 8000 411	09/15/2023	WATER AND SEWER	702.27
				2,011.85
COMER, NATE				
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	140.00
				140.00
CREATIVE IMPRINTS				
	10 9012 2320 000 0000 611	08/01/2023	CUSTOM TUMBLERS	566.77
				566.77
CRISIS PREVENTION INSTITUTE				
	10 9080 2213 211 3301 330	09/06/2023	3rd Edition Blended learning bundles CPI	704.85
	10 9080 2213 211 3301 330	09/15/2023	3rd Edition Blended Learning bundles - C	939.80
				1,644.65
DELGADO, CARLOS				
	10 0109 2660 920 0000 349	09/01/2023	SECURITY	157.50
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	140.00
				297.50
DEMCO, INC.				
	10 0411 1000 100 0000 612	09/06/2023	Split-back Vistafoil laminate	100.72
	10 0411 1000 100 0000 612	09/06/2023	shipping	0.00
				100.72
DIRKS, NICOLE				
	10 9080 2790 217 3303 516	08/31/2023	AUGUST MILEAGE	108.16
				108.16
DRUDGE, JACQUELINE				
	10 9080 2790 217 3303 516	08/31/2023	AUGUST 2023 MILEAGE	168.00
				168.00
EMBARK				
	10 9032 1000 160 0000 358	05/25/2023	23-24 WEBROOT ENDPOINT PROT GSM 3RD YR	8,200.00
				8,200.00
EXPLORELEARNING LLC				
	10 0209 1000 100 8100 358	09/01/2023	Gizmos Teacher Plus Students License - 6	1,533.33
				1,533.33
FOLLETT CONTENT SOLUTIONS LLC				
	10 0209 2222 000 0000 643	09/13/2023	See Frevvo Attachment	2,579.43
	10 0209 2222 000 0000 643	09/07/2023	See Frevvo Attachment	30.14
	10 0109 2222 000 0000 643	09/05/2023	Follet ebook renewal	202.50
	10 0209 2222 000 0000 643	09/12/2023	See Frevvo Attachment	120.48
				2,932.55
FOLLETT SCHOOL SOLUTIONS				
	10 0411 2222 000 0000 643	09/01/2023	book	32.05
	10 0405 2222 000 0000 643	09/11/2023	See Attached	690.57
				722.62
GOPHER SPORT				
	10 9030 1000 100 0000 739	09/15/2023	Compact basketballs (rainbow set of 6),	129.90
	10 9030 1000 100 0000 739	09/15/2023	Shipping estimate	15.59
				145.49
GRANT WOOD AEA				

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	10 9060 2213 000 3116 330	09/01/2023	Student Centered Coaching: Foundations (	2,000.00
	10 9060 2213 000 3116 330	09/01/2023	Student Centered Coaching: Foundations -	150.00
				2,150.00
HAMMES, STEPHANIE				
	10 0109 1000 211 4598 580	08/31/2023	TAP MILEAGE 08-24 THRU 08-31	54.00
				54.00
HAPPY JOE'S				
	10 0109 2213 000 0000 618	09/13/2023	PIZZA	60.99
				60.99
HEGGERTY,				
	10 9334 1000 100 8100 612	08/17/2023	Phonemic Awareness Primary Curriculum -	89.00
	10 9334 1000 100 8100 612	08/17/2023	Estimated Shipping	10.00
				99.00
HOFFMAN, JOSHUA				
	10 0109 1000 113 0000 612	09/07/2023	USB CHARGING STATION	27.99
				27.99
HOLMES, JUSTIN				
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	140.00
				140.00
INQUIREHIRE				
	10 9012 2572 000 0000 348	09/18/2023	EMP BACKGROUND CHECKS	373.80
				373.80
IOWA-AMERICAN WATER CO.				
	10 0411 2620 000 8000 411	09/05/2023	WATER	61.86
	10 0109 2620 000 8000 411	09/05/2023	WATER	123.56
	10 0409 2620 000 8000 411	09/05/2023	WATER	173.26
	10 0407 2620 000 8000 411	09/05/2023	WATER	110.86
				469.54
IP PATHWAYS				
	10 9032 2640 160 0000 433	08/31/2023	ED GRADE INTERNET ACCESS	180.00
				180.00
ISCA OFFICE				
	10 9060 2213 100 3376 330	09/08/2023	ISCA CONF REG FORM ALBRECHT	260.00
	10 9060 2213 100 3376 330	09/08/2023	ISCA CONF REG FORM CHILES	260.00
	10 9060 2213 100 3376 330	09/08/2023	ISCA CONF REG FORM DOLAN	180.00
	10 9060 2213 100 3376 330	09/08/2023	ISCA CONF REG FORM THOMPSON	180.00
	10 9060 2213 100 3376 330	09/08/2023	ISCA CONF REG FORM WONDERLICH	180.00
	10 9060 2213 100 3376 330	09/08/2023	ISCA CONF REG FORM REESER	150.00
				1,210.00
J.W. PEPPER & SONS INC				
	10 0209 1000 910 6210 612	08/30/2023	See Attached	17.50
	10 0209 1000 910 6210 612	08/30/2023	Shipping	29.99
	10 0209 1000 910 6210 612	09/08/2023	See Attached	545.60
	10 0209 1000 910 6210 612	09/08/2023	Shipping	0.00
	10 0209 1000 910 6210 612	09/08/2023	See Attached	6.00
	10 0209 1000 910 6210 612	09/16/2023	See Attached	12.75
				611.84
JOHNSON, ABIGAIL				
	10 9030 1000 100 0000 580	08/31/2023	MILEAGE AUGUST 23	26.80

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
				26.80
KIPP, MICHELE				
	10 0109 2120 000 0000 580	09/12/2023	NEW REGISTRAR TRAINING	104.00
				104.00
KIRKWOOD COMMUNITY COLLEGE				
	10 0109 1000 100 8107 565	09/05/2023	ONLINE CLASS - PHYSICS	175.00
				175.00
KLEVER, LAURA				
	10 0405 1000 123 0000 612	09/06/2023	SIT SPOTS	37.98
	10 0405 1000 123 0000 612	08/18/2023	MAGNETIC FILTER LIGHT COVER	49.99
				87.97
KRUEGER, ARIANA				
	10 0209 1000 113 0000 612	09/13/2023	VARIABLES LAB SUPPLIES - WALMART/FAREWAY	141.02
				141.02
LEISHER, MELISSA				
	10 0407 1000 100 0000 612	09/13/2023	STOOL - WALMART	69.99
				69.99
LINDQUIST FORD, INC.				
	10 0099 2720 000 8399 732	08/01/2023	2023 Ford Transit-350 Passenger XLT, inc	77,308.00
	10 0099 2720 000 8399 732	08/01/2023	Per Purchase Agreement Dated 7/7/22	0.00
	10 0099 2720 000 8399 732	08/01/2023	2023 DRIVERGE UPGRADE	3,263.00
				80,571.00
LOGAN, CHRIS				
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	157.50
				157.50
MACKIN EDUCATIONAL RESOURCES				
	10 0029 1000 100 8029 612	08/16/2023	Grade 1 Classroom Library (FG New 1st Gr	81.17
				81.17
MCCLANAHAN, COURTNEY				
	10 9080 2790 217 3303 516	09/15/2023	STUDENT TRANSPORTATION 9-1 THRU 9-15	203.40
				203.40
MIDAMERICAN ENERGY				
	10 0418 2620 000 8000 621	09/12/2023	GAS	228.36
	10 0418 2620 000 8000 622	09/12/2023	ELECTRICITY	7,866.02
	10 9015 2620 000 8000 621	09/12/2023	GAS	12.88
	10 9015 2620 000 8000 622	09/12/2023	ELECTRICITY	892.81
				9,000.07
MILLER, PATRICK				
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	157.50
				157.50
MISSISSIPPI BEND AEA				
	10 0405 1000 100 0000 612	09/04/2023	APPLES TASK PRINT	16.10
	10 9012 2320 000 0000 611	09/07/2023	POST CARDS	25.00
	10 9334 1000 100 8100 642	09/14/2023	CURRICULUM FOR 3RD GRADE - CURSIVE PRAC	1,282.00
	10 0209 1000 211 3301 612	09/14/2023	Math Essential Elements Emergent Set 2 B	61.34
	10 0209 1000 211 3301 612	09/14/2023	Math Essential Elements Conventional Set	72.03
	10 0209 1000 211 3301 612	09/14/2023	Iowa Core Standards Essential Elements -	5.55
	10 9013 2212 000 0000 580	09/19/2023	MAC SUPT LUNCH MTG	12.55
				1,474.57

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
MITCHELL, HOLLIE	10 0405 1000 113 0000 612	09/01/2023	CLAY AND BAGS	56.00
				56.00
N2Y	10 9080 1000 211 3301 358	09/05/2023	Unique Learning - M. Wachendorf	151.09
				151.09
OFFICE EXPRESS OFFICE PRODUCTS	10 0418 2410 000 0000 611	09/07/2023	LAMINATING FILM	148.00
	10 0411 1000 100 0000 612	09/07/2023	LAMINATING FILM	148.00
	10 0407 2410 000 0000 611	09/14/2023	LAMINATING FILM	222.00
				518.00
PERFORMANCE FOODSERVICE TPC	10 9334 1000 113 8012 612	09/13/2023	POPCORN & SUPPLIES	162.95
				162.95
PETERSON, CASSIDY	10 9060 2213 000 3116 580	09/13/2023	AUGUST MILEAGE	28.80
				28.80
PREMIER PEST MANAGEMENT SERVICES	10 0407 2620 000 8000 425	09/05/2023	PEST CONTROL	47.25
	10 0411 2620 000 8000 425	09/05/2023	PEST CONTROL	52.50
	10 0409 2620 000 8000 425	09/05/2023	PEST CONTROL	52.50
	10 0418 2620 000 8000 425	09/05/2023	PEST CONTROL	52.50
	10 0405 2620 000 8000 425	09/05/2023	PEST CONTROL	47.25
	10 0403 2620 000 8000 425	09/05/2023	PEST CONTROL	47.25
	10 0209 2620 000 8000 425	09/05/2023	PEST CONTROL	68.25
				367.50
QUADIENT LEASING USA	10 9012 2640 000 0000 442	09/09/2023	POSTAGE MACHINE LEASE	94.75
	10 9013 2640 000 0000 442	09/09/2023	POSTAGE MACHINE LEASE	94.75
	10 9014 2640 000 0000 442	09/09/2023	POSTAGE MACHINE LEASE	94.76
	10 9020 2640 000 0000 442	09/09/2023	POSTAGE MACHINE LEASE	94.76
				379.02
QUAM, JODI	10 9334 1000 113 8012 580	09/14/2023	6TH GRADE CAMPOUT	62.00
				62.00
QUILL CORPORATION	10 0209 1000 123 0000 612	08/28/2023	See Frevvo Attachment	149.05
	10 0209 1000 115 0000 612	08/28/2023	See Frevvo	82.97
	10 0209 1000 108 0000 612	08/29/2023	See Attached	47.57
	10 0405 2410 000 0000 611	08/29/2023	See Attached	63.14
	10 0209 1000 105 0000 612	08/29/2023	See Frevvo	89.31
	10 9012 2320 000 0000 611	08/29/2023	BANDAIDS	9.53
	10 0209 1000 105 0000 612	08/30/2023	See Attached Frevvo	23.79
	10 0109 1000 113 0000 612	08/30/2023	Composition Notebook, 7.5" x 9.75", Coll	146.18
	10 0405 2410 000 0000 611	08/30/2023	See Attached	5.81
	10 0209 1000 100 0000 612	08/31/2023	Charles Leonard Snap Translucent Pencil	73.08
	10 0109 1000 113 0000 612	08/31/2023	Composition notebooks	73.09
	10 0209 1000 115 0000 612	09/06/2023	CLASS SUPPLIES	96.76



<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	10 0209 1000 115 0000 612	09/06/2023	See Frevvo	88.87
	10 0209 1000 123 0000 612	09/07/2023	xacto Pencil Sharpener see frevvo	35.00
	10 0209 1000 105 0000 612	09/07/2023	See Frevvo	84.89
	10 0209 1000 125 0000 612	09/07/2023	Purell Hand Sanitizer Pumps	45.87
				1,114.91
RACHEL BARAKS LMHC				
	10 0407 2140 000 3227 322	09/08/2023	SCHOOL BASED THERAPY AUGUST 2023	518.75
	10 0409 2140 000 3227 322	09/08/2023	SCHOOL BASED THERAPY AUGUST 2023	518.75
				1,037.50
RASHKA, BRIAN				
	10 0109 1945 000 8604	09/19/2023	LIBRARY FINES	(0.10)
				(0.10)
REALLY GOOD STUFF				
	10 0405 1000 100 0000 612	08/15/2023	Durable book and binder holder with stab	159.98
	10 0405 1000 100 0000 612	08/15/2023	SoftScape Bean Cushions 4 piece - Navy/P	87.13
	10 0405 1000 100 0000 612	08/15/2023	Shipping and handling	37.07
	10 0405 1000 100 0000 612	08/15/2023	Coupon 1	(24.00)
				260.18
REPUBLIC SERVICES #400				
	10 0109 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	3,964.08
	10 0209 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	2,225.65
	10 0403 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	978.51
	10 0405 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	894.35
	10 0407 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	939.56
	10 0409 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	1,120.22
	10 0411 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	1,584.30
	10 0418 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	1,317.58
	10 9015 2620 000 8000 421	08/31/2023	WASTE DISPOSAL	290.94
	10 9015 2620 000 8000 421	09/15/2023	WASTE DISPOSAL	957.84
				14,273.03
RIVERSIDE INSIGHTS				
	10 9020 2240 100 0000 325	09/08/2023	Cognitive Abilities Test (CogAT) Screeni	11,053.20
	10 9020 2240 100 0000 325	09/08/2023	Cognitive Abilities Test (CogAT) Post Sc	2,660.00
	10 9020 2212 000 0000 613	09/08/2023	Datamanager Premium, Beyond Year One	500.00
				14,213.20
ROCK VALLEY PHYSICAL THERAPY				
	10 0109 1400 920 0000 320	09/02/2023	STRENGTH & CONDITIONING AUGUST 2023	743.82
				743.82
SAM'S CLUB/SYNCHRONY BANK				
	10 9015 2620 000 0000 683	08/25/2023	WBD MESH CHAIRS	599.92
	10 9015 2620 000 0000 683	08/30/2023	MANAGER CHAIR	119.98
	10 0109 1000 108 0000 739	08/11/2023	TV	(477.99)
				241.91
SAVVAS LEARNING COMPANY LLC				
	10 0109 1000 100 8100 641	09/08/2023	AP Spanish 2024 Preparing for the Langua	30.00
	10 0109 1000 100 8100 641	09/08/2023	Shipping	2.40
	10 0109 1000 100 8100 641	09/06/2023	AP Spanish 2024 Preparing for the Langua	1,242.00
	10 0109 1000 100 8100 641	09/06/2023	Shipping	99.36

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
				1,373.76
SCHOLASTIC CLASSROOM MAGAZINES				
	10 9334 1000 100 8100 645	09/05/2023	see attached	727.67
				727.67
SCHOLASTIC				
	10 0405 1000 100 0000 612	09/05/2023	See Attached	71.88
	10 0405 1000 100 0000 612	09/05/2023	SHIPPING	6.47
	10 9334 1000 100 8100 645	09/05/2023	MY BIG WORLD	121.00
				199.35
SCHOOL HEALTH CORPORATION				
	10 0109 2134 000 8019 618	08/18/2023	Nitrile Exam Gloves	60.80
	10 0109 2134 000 8019 618	08/18/2023	SHIPPING	12.95
	10 0403 2134 000 8019 618	09/11/2023	Nitrile chemo exam glove	108.50
				182.25
SCHOOL SPECIALTY INC				
	10 0029 1000 100 8029 612	09/12/2023	See attached	1,551.20
	10 0029 1000 100 8029 612	09/14/2023	See attached	176.06
				1,727.26
SOMMERS, KATIE				
	10 9011 1942 000 0000	09/15/2023	SCHOOL FEES 23-24	(75.00)
	10 9011 1942 000 0000	09/15/2023	SCHOOL FEES 23-24	(75.00)
	10 9011 1942 000 0000	09/15/2023	SCHOOL FEES 23-24	(80.00)
	10 0109 1749 000 8609	09/15/2023	DUP HS PARKING PASS 23-24	15.00
				(215.00)
TAETS PIANO SERVICE				
	10 9030 2640 000 0000 433	09/19/2023	PIANO TUNING	360.00
				360.00
TIME FOR KIDS				
	10 9334 1000 100 8100 645	09/12/2023	TIME FOR KIDS - JH	275.00
				275.00
UNITED PARCEL SERVICE				
	10 0109 2410 000 0000 531	06/10/2023	SHIIPING ADJUSTMENTS	(0.21)
	10 0109 2410 000 0000 531	09/09/2023	SHIPPING - DONALDSON CO	35.50
	10 0109 2410 000 0000 531	09/09/2023	SHIPPING - BLICK ART SUPPLIES	38.66
	10 0109 2410 000 0000 531	09/09/2023	SHIPPING - BLICK ART SUPPLIES	30.44
	10 0109 2410 000 0000 531	09/09/2023	SHIPPING - BLICK ART SUPPLIES	27.26
	10 0109 2410 000 0000 531	09/09/2023	SHIPPING - BLICK ART SUPPLIES	35.26
	10 0109 2410 000 0000 531	09/09/2023	SHIIPING ADJUSTMENTS	3.34
				170.25
UNITYPOINT AT HOME				
	10 0409 2135 218 3303 347	09/07/2023	OS NURSE AUGUST 23	2,790.00
	10 0109 2135 218 3303 347	09/13/2023	MD NURSE AUGUST 2023	960.00
				3,750.00
US CELLULAR				
	10 9032 2236 160 0000 536	09/06/2023	HOT SPOT	19.49
				19.49
WAGER, HOPE				
	10 0109 2660 920 0000 349	09/15/2023	SECURITY	140.00
				140.00

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
WEST MUSIC				
	10 0409 1000 215 3302 323	09/01/2023	IH MUSIC THERAPY AUGUST 23	71.18
	10 0109 1000 215 3302 323	09/01/2023	ZD MUSIC THERAPY AUGUST 23	73.73
				144.91
WILSON LANGUAGE TRAINING CORP				
	10 9334 1000 100 8100 612	09/07/2023	Foundations Student Durables 1 (10-Pack)	1,800.00
	10 9334 1000 100 8100 612	09/07/2023	Foundations Student Durables 2 (10-Pack)	1,080.00
	10 9334 1000 100 8100 612	09/07/2023	Foundations Student Durables 3 (10-Pack)	990.00
	10 9334 1000 100 8100 612	09/07/2023	Estimated Shipping	309.60
	10 9334 1000 100 8100 612	09/12/2023	Foundations Teacher's Manual - Level 1 (G	250.00
	10 9334 1000 100 8100 612	09/12/2023	Foundations Teacher's Manual - Level 3 (S	250.00
	10 9334 1000 100 8100 612	09/12/2023	Estimated Shipping	40.00
				4,719.60
WILSON, CURT				
	10 0109 2660 920 0000 349	09/07/2023	SECURITY	105.00
				105.00
ZHU, XU JING				
	10 9011 1942 000 0000	09/08/2023	SCHOOL FEES 23-24	70.00
	10 9011 1942 000 0000	09/08/2023	SCHOOL FEES 23-24	70.00
				140.00
			Fund Total:	177,029.35

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY				
	61 9011 3110 000 0000 631	08/31/2023	AUGUST DAIRY PRODUCTS	998.08
				998.08
ATLANTIC COCA-COLA BOTTLING COMPANY				
	61 9011 3110 000 0000 631	09/08/2023	BEVERAGES	260.00
	61 9011 3110 000 0000 631	09/08/2023	BEVERAGES	624.58
	61 9011 3110 000 0000 631	09/13/2023	BEVERAGES	1,115.10
	61 9011 3110 000 0000 631	09/15/2023	BEVERAGES	1,192.34
	61 9011 3110 000 0000 631	09/18/2023	BEVERAGES	347.10
				3,539.12
CONES FOODSERVICE EQUIPMENT SOLUTIONS				
	61 9011 2640 000 0000 433	09/12/2023	OVEN REPAIR - JH	267.79
	61 9011 2640 000 0000 433	09/13/2023	DISHWASHER REPAIR - JH	171.31
	61 9011 2640 000 0000 433	09/14/2023	FG - OVEN REPAIR	482.16
	61 9011 2640 000 0000 433	09/14/2023	FG - OVEN REPAIR	593.32
	61 9011 2640 000 0000 433	09/14/2023	JH - OVEN REPAIR	171.00
				1,685.58
EMS DETERGENT SERVICES,				
	61 9011 3110 000 0000 618	08/29/2023	CLEANING SUPPLIES	1,758.40
				1,758.40
KOHL WHOLESALE				
	61 9011 3110 000 0000 631	09/12/2023	FOODS	336.26
	61 9011 3110 000 0000 618	09/12/2023	NON FOODS	747.00
	61 9011 3110 000 0000 631	09/12/2023	FOODS	154.67
	61 9011 3110 000 0000 618	09/12/2023	NON FOODS	373.94
	61 9011 3110 000 0000 631	09/15/2023	FOODS	122.53
	61 9011 3110 000 0000 618	09/15/2023	NON FOODS	393.92
				2,128.32
LITTLE CAESARS				
	61 9011 3110 000 0000 631	09/06/2023	PIZZA	1,320.00
	61 9011 3110 000 0000 631	09/18/2023	PIZZA	2,480.00
				3,800.00
MARTIN BROS DISTRIBUTING CO INC				
	61 9011 3110 000 0000 631	09/11/2023	FOODS	(294.75)
	61 9011 3110 000 0000 631	09/11/2023	FOODS	(294.75)
	61 9011 3110 000 0000 631	09/11/2023	FOODS	(235.80)
	61 9011 3110 000 0000 631	09/11/2023	FOODS	(235.80)
	61 9011 3110 000 0000 631	09/06/2023	FOODS	4,260.12
	61 9011 3110 000 0000 618	09/06/2023	NON FOODS	78.98
	61 9011 3110 000 0000 631	09/06/2023	FOODS	2,245.92
	61 9011 3110 000 0000 618	09/06/2023	NON FOODS	69.20
	61 9011 3110 000 0000 631	09/07/2023	FOODS	4,079.22
	61 9011 3110 000 0000 618	09/07/2023	NON FOODS	62.79
	61 9011 3110 000 0000 631	09/07/2023	FOODS	3,111.94
	61 9011 3110 000 0000 618	09/07/2023	NON FOODS	133.73
	61 9011 3110 000 0000 631	09/11/2023	FOODS	6,187.60
	61 9011 3110 000 0000 618	09/11/2023	NON FOODS	56.53
	61 9011 3110 000 0000 631	09/11/2023	FOODS	3,687.59

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	61 9011 3110 000 0000 618	09/11/2023	NON FOODS	341.64
	61 9011 3110 000 0000 631	09/13/2023	FOODS	4,063.59
	61 9011 3110 000 0000 631	09/13/2023	FOODS	2,768.40
	61 9011 3110 000 0000 618	09/13/2023	NON FOODS	36.54
	61 9011 3110 000 0000 631	09/15/2023	FOODS	(185.80)
	61 9011 3110 000 0000 631	09/13/2023	FOODS	1,961.15
	61 9011 3110 000 0000 618	09/13/2023	NON FOODS	14.68
	61 9011 3110 000 0000 631	09/13/2023	FOODS	3,114.64
	61 9011 3110 000 0000 618	09/13/2023	NON FOODS	201.34
	61 9011 3110 000 0000 631	09/14/2023	FOODS	3,044.96
	61 9011 3110 000 0000 618	09/14/2023	NON FOODS	120.62
	61 9011 3110 000 0000 631	09/14/2023	FOODS	2,332.55
	61 9011 3110 000 0000 631	09/15/2023	STATE OF IOWA SARAH WH	(1,189.99)
	61 9011 3110 000 0000 631	09/18/2023	FOODS	8,825.14
	61 9011 3110 000 0000 618	09/18/2023	NON FOODS	359.83
	61 9011 3110 000 0000 631	09/18/2023	FOODS	3,852.62
	61 9011 3110 000 0000 618	09/18/2023	NON FOODS	552.70
	61 9011 3110 000 0000 631	09/20/2023	FOODS	1,838.24
	61 9011 3110 000 0000 618	09/20/2023	NON FOODS	74.01
	61 9011 3110 000 0000 631	09/21/2023	FOODS	2,657.42
				57,696.80
MBR INC.				
	61 9011 2640 000 0000 433	09/07/2023	HS TRAUlsen SERVICE	241.66
	61 9011 2640 000 0000 433	09/07/2023	FG KOLPACK SERVICE	144.50
	61 9011 2640 000 0000 433	09/08/2023	JH DISPLAY CASE SERVICE	171.25
	61 9011 2640 000 0000 433	09/08/2023	HW WALK IN FREEZER SERVICE	198.00
	61 9011 2640 000 0000 433	09/08/2023	HS DISPLAY COOLER SERVICE	209.75
				965.16
PAN-O-GOLD BAKING CO NW 6283				
	61 9011 3110 000 0000 631	09/05/2023	BREAD PROD	331.00
	61 9011 3110 000 0000 631	09/05/2023	BREAD PROD	348.08
	61 9011 3110 000 0000 631	09/12/2023	BREAD PROD	333.50
	61 9011 3110 000 0000 631	09/12/2023	BREAD PROD	184.00
	61 9011 3110 000 0000 631	09/12/2023	BREAD PROD	351.35
	61 9011 3110 000 0000 631	09/12/2023	BREAD PROD	276.08
	61 9011 3110 000 0000 631	09/19/2023	BREAD PROD	207.16
	61 9011 3110 000 0000 631	09/19/2023	BREAD PROD	368.28
				2,399.45
PAPA JOHNS PIZZA				
	61 9011 3110 000 0000 631	09/11/2023	PIZZA	2,325.00
				2,325.00
PAUDEL, PRADEEP				
	61 483 000 0000 000	08/24/2023	LUNCH ACCT	2.50
				2.50
RAPIDS WHOLESALE WEBSTORE				
	61 9011 3110 000 0000 618	09/18/2023	NON FOODS	41.35
	61 9011 3110 000 0000 618	09/08/2023	NON FOODS	563.78

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	61 9011 3110 000 0000 618	09/14/2023	NON FOODS	227.88
	61 9011 3110 000 0000 618	09/14/2023	NON FOODS	(156.61)
				676.40
SURAPUR, ARUNA				
	61 483 000 0000 000	09/08/2023	LUNCH ACCT	14.90
				14.90
UNIFORM DEN, INC.				
	61 9011 3110 000 0000 292	09/06/2023	UNIFORMS - SOOTS	81.15
	61 9011 3110 000 0000 292	09/06/2023	UNIFORMS - FULLMER	88.90
	61 9011 3110 000 0000 292	09/06/2023	UNIFORMS - FRERICKS	89.00
	61 9011 3110 000 0000 292	09/20/2023	UNIFORMS - BOLT	105.50
				364.55
ZHANG, HUI				
	61 483 000 0000 000	09/11/2023	LUNCH ACC 10.25 DEBITED IN ERR - S/B REF	20.50
				20.50
ZHU, XU JING				
	61 9011 1621 000 0000	09/08/2023	K SNACK 23-24	72.00
	61 483 000 0000 000	09/08/2023	LUNCH ACCT	16.10
	61 483 000 0000 000	09/08/2023	LUNCH ACCT	46.60
				134.70
			Fund Total:	78,509.46

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
BARBER, DAVID	13 9011 1000 950 7129 618	09/06/2023	PV ROBOTICS DOMAIN NAME	22.36
				22.36
FOLLETT SCHOOL SOLUTIONS	13 0411 1000 950 7117 618	09/01/2023	books	0.00
				0.00
MISSISSIPPI BEND AEA	13 0411 1000 950 7101 618	09/04/2023	DOOR QUOTES	505.88
				505.88
MOSHER, MICAH OR MELLYNA	13 0405 1790 950 7112	09/20/2023	DUP YEARBOOK	11.00
	13 0405 1790 950 7112	09/20/2023	DUP YEARBOOK	11.00
				22.00
SCRIPPS NATIONAL SPELLING BEE	13 0403 1000 950 7101 618	09/13/2023	BV SPELLING BEE ENROLLMENT 23-24	187.50
	13 0407 1000 950 7101 618	09/20/2023	HW SPELLING BEE ENROLLMENT 23-24	187.50
				375.00
SOMMERS, KATIE	13 0209 1790 950 7112	09/15/2023	DUP JH YEARBOOK 23-24	28.00
	13 0209 1790 950 7112	09/15/2023	DUP JH YEARBOOK 23-24	28.00
				56.00
			Fund Total:	981.24

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
ADVANCED BUSINESS SYSTEMS				
	21 0109 1000 920 6901 618	09/18/2023	LEASE 9 OF 30	100.00
				100.00
B & H PHOTO-VIDEO				
	21 0109 1000 950 7702 618	08/30/2023	50 mm Lens	299.00
	21 0109 1000 950 7702 618	08/30/2023	85 mm Lens	599.00
	21 0109 1000 950 7702 618	08/30/2023	Monopod	163.90
	21 0109 1000 950 7702 618	08/30/2023	Canon Rebel	399.00
	21 0109 1000 950 7702 618	08/30/2023	55-250 Lens	299.00
	21 0109 1000 950 7702 618	08/30/2023	Zoom Lens	1,699.00
	21 0109 1000 950 7702 618	08/30/2023	Lens Cap	12.87
	21 0109 1000 950 7702 618	08/30/2023	Lens Cap	13.96
	21 0109 1000 950 7702 618	08/30/2023	E6 Battery	109.98
	21 0109 1000 950 7702 618	08/30/2023	E10 Charger	34.95
	21 0109 1000 950 7702 618	08/30/2023	E10 Charger	80.85
	21 0109 1000 950 7702 618	08/30/2023	E12 Battery	44.85
	21 0109 1000 950 7702 618	08/30/2023	SD Card	129.98
	21 0109 1000 950 7702 618	08/30/2023	SD Card	53.96
	21 0109 1000 950 7702 618	08/30/2023	SD Case	17.98
	21 0109 1000 950 7702 618	08/30/2023	Camera Bag	184.75
				4,143.03
BETTENDORF PARKS & RECREATION				
	21 0109 1000 920 6745 618	09/01/2023	HS XC STATE QUAL CCP	327.50
	21 0109 1000 920 6845 618	09/01/2023	HS XC STATE QUAL CCP	327.50
				655.00
BETTENDORF TRAP TEAM				
	21 0109 1000 950 7245 810	09/09/2023	BETTENDORF TRAP MEET ENTRY FEES	494.00
	21 0109 1000 950 7245 618	09/18/2023	PRACTICE TARGETS FOR BISTATE SKEET	10.30
	21 0109 1000 950 7245 618	09/18/2023	COACH SCTP RENEWAL	70.00
				574.30
BODNO				
	21 0109 1000 920 6901 612	08/14/2023	CR 30 mil PVC Cards - 300 Pack	29.99
	21 0109 1000 920 6901 612	08/14/2023	Magicard BN300 Color Ribbon for Magicard	99.95
	21 0109 1000 920 6901 612	08/14/2023	Magicard D - ID Printer Silver Edition/S	1,895.00
				2,024.94
BROWN DEER GOLF CLUB				
	21 0109 1000 920 6760 810	10/02/2023	B GOLF ENTRY FEE	70.00
				70.00
CARR, KRISTY				
	21 0109 1000 950 7215 618	09/09/2023	HOCO CARNIVAL CANDY/WATER	407.32
				407.32
CAVANAGH, KEITH				
	21 0209 1000 920 6720 345	09/07/2023	8TH FB OFFICIAL	65.00
	21 0209 1000 920 6720 345	09/14/2023	8TH FB OFFICIAL	65.00
				130.00
CHAPMAN, ALLEN				
	21 0109 1000 910 6210 390	09/13/2023	ALL STATE CLINICIAN	350.00
				350.00
CHICK-FIL-A				



<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	21 0109 1000 950 7803 619	09/15/2023	CHICK-FIL-A SANDWICHES	1,455.00
				1,455.00
CHURCHILL, BILL				
	21 0209 1000 920 6815 345	09/07/2023	7TH VB OFFICIAL	65.00
				65.00
COCKRELL, DEREK				
	21 0209 1000 920 6720 345	09/14/2023	8TH FB OFFICIAL	65.00
				65.00
CORRETHEERS, GERALD				
	21 0209 1000 920 6815 345	09/14/2023	7TH VB OFFICIAL	65.00
				65.00
DRISCOLL, MARSHALL				
	21 0109 1000 920 6720 345	09/15/2023	10/V FB OFFICIAL	200.00
	21 0109 1000 920 6720 345	09/15/2023	MILEAGE	27.50
				227.50
DYER, MAUREEN				
	21 0109 1000 950 7702 618	07/10/2023	YEARBOOK SUPPLIES - WALMART/AMAZON	146.87
				146.87
FAREWAY STORES, INC				
	21 0109 1000 950 7803 619	09/01/2023	PORK CHOPS CONCESSIONS	224.51
				224.51
FEIER ENTERPRISES, INCORPORATED				
	21 0109 1000 910 6220 618	07/13/2023	LEADERSHIP WORKSHOP	1,170.00
				1,170.00
FERRIS, KEVIN				
	21 0209 1000 920 6720 345	09/19/2023	7TH FB OFFICIAL	65.00
				65.00
GALLOWAY, LENNIE				
	21 0209 1000 920 6815 345	09/19/2023	8TH VB OFFICIAL	65.00
				65.00
HAHN, AMY				
	21 0109 1749 921 6693	09/11/2023	YOUTH CHEER CLINIC	50.00
				50.00
HIDDEN HILLS GOLF COURSE				
	21 0109 1000 920 6760 810	09/20/2023	2023 BOYS HOME MEET FEES	460.00
				460.00
HIGHTECH SIGNS				
	21 0109 1000 921 6693 618	09/08/2023	CHEER CLINIC SHIRTS	2,331.26
				2,331.26
HU, CHENGMING				
	21 0209 1000 920 6815 345	09/14/2023	7TH VB OFFICIAL	65.00
				65.00
HUDL				
	21 0109 1000 921 6815 618	08/24/2023	HUDL SILVER ADDTL	549.00
				549.00
IHSMA				
	21 0109 1000 910 6221 810	09/07/2023	Violins	140.00
	21 0109 1000 910 6221 810	09/07/2023	Violas	80.00
	21 0109 1000 910 6221 810	09/07/2023	Cellos	20.00
	21 0109 1000 910 6220 810	09/15/2023	ALL STATE INSTRUMENTAL REGISTRATIONS 30	600.00

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
				840.00
IOWA HIGH SCHOOL PRESS ASSOC.				
21 0109 1000 950 7701 810		09/12/2023	JOURNALISM PRESS ASSOC DUES	219.00
				219.00
IOWA HIGH SCHOOL SPEECH ASSOC.				
21 0109 1000 910 6120 810		08/27/2023	COACHES CONV REG DUES	145.00
				145.00
IOWA STATE TRAP ASSOCIATION				
21 0109 1000 950 7245 810		09/19/2023	ISTA MEMBERSHIP RENEWALS	135.00
				135.00
LAW, CHRIS				
21 0209 1000 920 6720 345		09/07/2023	8TH FB OFFICIAL	65.00
				65.00
LINN MAR HIGH SCHOOL				
21 0109 1000 920 6815 810		09/09/2023	ADDTL VB ENTRY FEE	50.00
				50.00
MATHENY, JEAN				
21 0109 1000 920 6815 345		09/12/2023	VB OFFICIAL	140.00
				140.00
MCBRIDE, DAN				
21 0109 1000 920 6720 345		09/07/2023	9TH FB OFFICIAL	80.00
				80.00
MCCULLUM, SHAWN				
21 0209 1000 920 6720 345		09/07/2023	8TH FB OFFICIAL	65.00
21 0109 1000 920 6720 345		09/07/2023	9TH FB OFFICIAL	80.00
				145.00
MCDONNELL, JOHN				
21 0209 1000 920 6815 345		09/07/2023	7TH VB OFFICIAL	65.00
				65.00
MCWILLIAMS, CHAD				
21 0109 1000 920 6720 345		09/07/2023	9TH FB OFFICIAL	80.00
21 0209 1000 920 6720 345		09/12/2023	7TH FB OFFICIAL	65.00
21 0209 1000 920 6720 345		09/14/2023	8TH FB OFFICIAL	65.00
21 0209 1000 920 6720 345		09/19/2023	7TH FB OFFICIAL	65.00
				275.00
MIDLAND COUNTRY CLUB				
21 0109 1000 920 6760 810		09/22/2023	B GOLF MAC ENTRY FEE	250.00
				250.00
MONTICELLO SPORTS				
21 0109 1000 920 6810 618		09/05/2023	UNIFORMS	2,560.00
21 0109 1000 921 6810 618		09/05/2023	UNIFORMS	2,560.00
				5,120.00
MORRIS & COMPANY ENTERTAINMENT				
21 0109 1000 950 7215 618		09/14/2023	DUNK TANK RENTAL	300.00
				300.00
MUSIC GUILD				
21 0109 1000 910 6110 618		09/06/2023	MARY POPPINS JR RENTAL	550.00
				550.00
MUSIC THEATRE INTERNATIONAL				
21 0109 1000 910 6111 810		09/20/2023	Performance Royalty	300.00

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	21 0109 1000 910 6111 810	09/20/2023	Non-Refundable materials fee	695.00
	21 0109 1000 910 6111 810	09/20/2023	Shipping	45.00
				1,040.00
NEUMANN, JEFF				
	21 0109 1000 920 6720 345	09/15/2023	10/V FB OFFICIAL	200.00
	21 0109 1000 920 6720 345	09/15/2023	MILEAGE	12.50
				212.50
NORTH SCOTT TRAP CLUB				
	21 0109 1000 950 7245 618	09/16/2023	TRAP TEAM TARGETS	468.00
				468.00
OBREN, GREGG				
	21 0109 1000 920 6720 345	09/15/2023	10/V FB OFFICIAL	200.00
				200.00
OLSEN, HENRY				
	21 0109 1000 950 7245 892	09/13/2023	MILEAGE - SAFE PICKUP	55.00
				55.00
OLSON, ERIC				
	21 0109 1000 920 6720 345	09/15/2023	10/V FB OFFICIAL	200.00
	21 0109 1000 920 6720 345	09/15/2023	MILEAGE	30.00
				230.00
PEPSI COLA BOTTLING				
	21 0109 1000 950 7803 619	09/08/2023	BEVERAGES	208.50
	21 0109 1000 950 7803 619	09/15/2023	BEVERAGES	740.00
				948.50
PERFORMANCE FOODSERVICE TPC				
	21 0109 1000 950 7803 619	08/31/2023	CONCESSION SUPPLIES	131.61
	21 0109 1000 950 7803 619	09/14/2023	CONCESSION SUPPLIES	911.66
				1,043.27
POM EXPRESS LLC				
	21 0109 1000 921 6693 618	08/31/2023	STOCK 1-COLOR METALLIC SHOW POM W/ BATON	570.00
	21 0109 1000 921 6693 618	08/31/2023	Shipping	39.00
				609.00
PRESSON, PAUL				
	21 0109 1000 920 6720 345	09/15/2023	10/V FB OFFICIAL	200.00
				200.00
RASHKA, BRIAN				
	21 0109 1000 950 7245 618	09/19/2023	TRAP TEAM DUES	75.00
				75.00
ROMANS, MIKE				
	21 0109 1000 950 7245 810	09/20/2023	ATA, SCTP, NSSA RENEWAL FEES 23-24	1,644.00
	21 0109 1000 950 7245 618	09/20/2023	LOCKBOX - AMAZON	25.99
	21 0109 1000 950 7245 618	09/20/2023	MAGNETS - MENARDS	16.99
	21 0109 1000 950 7245 618	09/20/2023	STENCILS - MICHAELS	16.77
				1,703.75
SOMMERS, KATIE				
	21 0109 1710 921 6900	09/15/2023	DUP JH ACTIVITY PASS 23-24	50.00
	21 0109 1710 921 6900	09/15/2023	DUP JH ACTIVITY PASS 23-24	50.00
	21 0109 1710 921 6900	09/15/2023	DUP HS ACTIVITY PASS 23-24	50.00
	21 0109 1790 950 7702	09/15/2023	DUP HS YEARBOOK 23-24	75.00

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
	21 0109 1790 950 7701	09/15/2023	DUP SPARTAN SHIELD NEWS 23-24	35.00
				260.00
STAGE ACCENTS				
	21 0109 1000 910 6211 618	09/05/2023	Single Pearl Post Earrings	135.00
	21 0109 1000 910 6211 618	09/05/2023	Single Pearl Necklaces	225.00
	21 0109 1000 910 6211 618	09/05/2023	Shipping	32.40
				392.40
SUE GERARD PHOTOGRAPHY				
	21 0109 1000 921 6870 618	09/12/2023	POSTERS	1,125.00
				1,125.00
WEBB, LISA				
	21 0109 1000 921 6870 618	09/19/2023	SENIOR NIGHT ITEMS - HYVEE	40.19
	21 0109 1000 921 6870 618	09/19/2023	SENIOR NIGHT ITEMS - TARGET	72.00
				112.19
WILDEN, RAY				
	21 0109 1000 920 6815 345	09/12/2023	VB OFFICIAL	140.00
	21 0109 1000 920 6815 345	09/12/2023	MILEAGE	15.00
				155.00
WILSON, CLARK				
	21 0209 1000 920 6720 345	09/12/2023	7TH FB OFFICIAL	65.00
				65.00
YOUNGBLUT, ROGER				
	21 0209 1000 920 6720 345	09/12/2023	7TH FB OFFICIAL	65.00
	21 0209 1000 920 6720 345	09/19/2023	7TH FB OFFICIAL	65.00
				130.00
			Fund Total:	32,862.34

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
SWEETWATER				
	22 9011 2620 000 0000 529	09/06/2023	Zoom Q8n-4K Ultra High-definition Handy	1,199.97
	22 9011 2620 000 0000 529	09/06/2023	Zoom LBC-1 Lithium-Ion Battery Charger	37.90
	22 9011 2620 000 0000 529	09/06/2023	Zoom AD-17 Power Supply for Zoom Q4 / Q8	56.97
	22 9011 2620 000 0000 529	09/06/2023	Lexar High-performance MicroSDXC Card -	134.97
	22 9011 2620 000 0000 529	09/06/2023	Shipping and Handling	44.36
				1,474.17
			Fund Total:	1,474.17

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
GREATAMERICA FINANCIAL SVCS				
	36 0011 2320 000 0000 739	09/04/2023	BV/CO COPIER 55 OF 60	923.00
	36 0011 2320 000 0000 739	09/04/2023	PV COPIER 56 OF 60	793.00
				1,716.00
MCCLUNG PAINTING @ WALL COVERING				
	36 0011 4700 000 0000 450	09/11/2023	CO PV HS JH PAINTING 7-19-23 TO 9-8-23	5,216.00
				5,216.00
			Fund Total:	6,932.00

Vendor Name

Account Number

Invoice Date

Description

Amount

ADVANTAGE ADMINISTRATORS  
71 0011 2575 000 8211 347

09/18/2023

MEDICAL CLAIMS

567.12

567.12

DELTA DENTAL

71 0011 2575 000 8202 347

09/12/2023

DENTAL CLAIMS

3,532.14

71 0011 2575 000 8202 347

09/19/2023

DENTAL CLAIMS

6,069.72

9,601.86

Fund Total:

10,168.98

<u>Vendor Name</u>	<u>Account Number</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
BRIDGEVIEW PTA				
91 0091 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	439.19
				439.19
CODY PTA				
91 0092 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	733.61
				733.61
FOREST GROVE PTA				
91 0093 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	913.01
				913.01
HOPEWELL PTA				
91 0094 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	1,667.35
				1,667.35
JOHNSON DISTRIBUTING INC				
91 0099 3300 000 8907 619		09/05/2023	WATER	28.00
91 0099 3300 000 8907 619		09/19/2023	HS WATER	28.00
				56.00
PLEASANT VALLEY HIGH SCHOOL PTA				
91 0099 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	3,095.93
				3,095.93
PLEASANT VALLEY JUNIOR HIGH PTA				
91 0098 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	1,924.88
				1,924.88
PLEASANT VIEW P.T.A.				
91 0095 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	1,290.38
				1,290.38
RIVERDALE HEIGHTS P.T.A.				
91 0096 3300 000 8102 892		09/20/2023	JULY AND AUGUST PTA DUES	787.84
				787.84
SCHADT, BARBARA				
91 0094 3300 000 8907 892		09/18/2023	GREETING CARD	4.99
				4.99
SEXTON, JANE				
91 0094 3300 000 8907 892		06/29/2023	FUNERAL FLOWERS	94.97
91 0094 3300 000 8907 892		08/16/2023	SUNSHINE SNACKS	67.35
				162.32
SOMMERS, KATIE				
91 0098 1790 000 8102		09/15/2023	DUP JH PTA DUES 23-24	12.00
91 0098 1790 000 8102		09/15/2023	DUP JH PTA DUES 23-24	12.00
91 0099 1790 000 8102		09/15/2023	DUP HS PTA DUES 23-24	12.00
				36.00
SPECIAL DISASTER FUND FOR TYLER & MEGAN				
91 0096 3300 000 8907 892		09/15/2023	RH DONATION FROM JEAN DAY	431.00
				431.00
			Fund Total:	11,542.50



**SCHOOL LUNCH FOOD SERVICE PROGRAM**

The purpose of the food service program will be to provide nutritional, balanced meals to the students of the school district on a non-profit basis and to utilize the program as an instrument for the teaching of nutrition education.

The school district will operate a food service program in each attendance center. The food service program will include lunches through participation in the National School Lunch Program, a **School Breakfast Program**, and supplementary foods for students during the school day. Students may bring their lunches from home and purchase beverages and incidental items.

Date of Adoption:

Legal Reference: (Code of Iowa)

September 9, 1968  
Reapproved 7-24-78  
Reapproved 6-16-86  
Reapproved 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Revised 08-09-10  
Reapproved 5-26-15  
Revised 7-17-17

Richard B. Russel National School Lunch Act

## SCHOOL FOOD SERVICE PROGRAM - SCHOOL NUTRITION PROGRAM

### CIVIL RIGHTS COMPLAINTS PROCEDURE

USDA Child Nutrition Programs in Iowa

Procedures for Handling a Civil Rights Complaint

1. Civil rights complaints related to the National School Lunch Program, School Breakfast Program, Afterschool Care Snack Program, Summer Food Service Program, Seamless Summer Option, or Child and Adult Care Food Program are written or verbal allegations of discrimination based on USDA protected classes of race, color, national origin, sex, age, and disability.
2. Any person claiming discrimination has a right to file a complaint within 180 days of the alleged discrimination. See below for additional Iowa Civil Rights information. A civil rights complaint based on the protected classes listed in #1 above must be forwarded to the address on the nondiscrimination statement.
3. All complaints, whether written or verbal, must be accepted by the School Food Authority (SFA)/Sponsor/Organization and forwarded to USDA at the address or link on the nondiscrimination statement within 5 calendar days of receipt. An anonymous complaint should be handled the same way as any other. Complaint forms may be developed, but their use cannot be required. If the complainant makes the allegations verbally or in a telephone conversation and is reluctant or refuses to put them in writing, the person who handles the complaint must document the description of the complaint.
4. There must be enough information to identify the agency or individual toward which the complaint is directed and indicate the possibility of a violation. Every effort should be made to obtain at least the following information:
  - Name, address and telephone number or other means of contacting the complainant;
  - The specific location and name of the organization delivering the program service or benefit;
  - The nature of the incident(s) or action(s) that led the complainant to feel there was discrimination;
  - The basis on which the complainant feels discrimination occurred (race, color, national origin, sex, age, or disability);
  - The names, titles, and addresses of people who may have knowledge of the discriminatory action(s); and
  - The date(s) when the alleged discriminatory action(s) occurred or, if continuing, the duration of such action(s).

5. USDA is the cognizant agency for the Child Nutrition Programs listed and therefore is the first contact for the six protected classes listed in #1 above, for complaints received within 180 days. Civil rights complaints must be submitted to the USDA Office of Civil Rights within five calendar days of receipt and no later than 180 days of the discriminatory act. The link for submission of a complaint is: [program.intake@usda.gov](mailto:program.intake@usda.gov)
  
6. In Iowa, protected classes also include sexual orientation, gender identity, religion or creed and complaints can be filed up to 300 days of occurrence. The address for Iowa complaints is: Iowa Civil Rights Commission, Grimes State Office building, 400 E. 14th St. Des Moines, IA 50319- 1004; phone number 515-281-4121, 800-457-4416; website: <https://icrc.iowa.gov/>.

## SCHOOL FOOD SERVICE PROGRAM NOTICES OF NONDISCRIMINATION

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

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

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

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

This institution is an equal opportunity provider

### Iowa Nondiscrimination Statement

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

**CHILD NUTRITION PROGRAMS CIVIL RIGHTS COMPLAINT FORM**

*Upon approval, a fillable form will be created*

**Complaint Contact Information:**

Name: \_\_\_\_\_

Street Address, City, State, Zip: \_\_\_\_\_

County: \_\_\_\_\_ Area Code/Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Complaint Information:**

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

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

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

### SCOPE OF **FOOD SERVICE** PROGRAM

School food service facilities are provided to serve students and all school personnel when school is in session and during school-related activities. Facilities may also be used for food service to: (1) Teacher or other school personnel groups; (2) Parent-teacher meetings; (3) Community-based groups.

The food service program will be under the direction of a school food service director who will establish and maintain production records and a Hazard Analysis Critical Control Point (HACCP) based food safety program, prepare menus and recipes, initiate purchasing, process Iowa eligibility applications, recommend personnel for employment, promotion or dismissal, and conduct in-service training programs.

The board will set, and periodically review, the prices for school lunches and milk. It shall be the responsibility of the superintendent to make a recommendation regarding the prices of school lunch, school breakfast, and milk.

Date of Adoption:

Legal Reference: (Code of Iowa)

September 9, 1968  
Reapproved 7-24-78  
Reapproved 6-16-86  
Reapproved 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Revised 08-09-10  
Reapproved 5-26-15  
Revised 7-17-17

42 U.S.C. §§ 1751 et seq..  
7 C.F.R. Pt. 210 et seq..  
Iowa Code ch. 283A.  
281 I.A.C. 58.

### FINANCIAL SUPPORT

The food service program is operated on a nonprofit basis. The revenue of the food service program will be used only for paying regular operating costs. Supplies of the food service program, including those provided by the United States Department of Agriculture, shall only be used for the lunch program.

District tax funds may be used to provide necessary physical plant facilities, purchase the initial equipment necessary for the establishment of food service in new or existing buildings, and replace major items of equipment.

The District will establish an unpaid student meals account in a school nutrition fund. Funds from private sources and funds from the district flexibility account may be deposited into the unpaid students meals account in accordance with the law. Funds deposited into this account shall be used only to pay individual student meal debt.

Date of Adoption:

Legal Reference: (Code of Iowa)

September 9, 1968  
Reapproved 7-24-78  
Reapproved 6-16-86  
Reapproved 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Reapproved 5-26-15  
Revised 7-17-17

## ELIGIBILITY FOR FREE OR REDUCED PRICE MEALS

Students enrolled and attending school in the school district who meet USDA eligibility guidelines will be provided the school nutrition program services at no cost or at a reduced cost. The district shall make reasonable efforts to prevent the overt identification of students who are eligible for free and reduced price meals.

The district shall, at least twice annually, notify all families of the availability, eligibility criteria and application procedures for free or reduced price meals in accordance with state and federal law.

It shall be the responsibility of the food service director to determine the eligibility of students for free or reduced price school nutrition programs, in accordance with criteria established by state and federal law. If school personnel have knowledge of a student who is in need of free or reduced price meals, school personnel shall contact the food service director.

If a student owes for five or more meals, the food service director may contact the student's parent or guardian to provide information regarding the application for free or reduced price meals.

Employees, students and others will be required to put appropriate funds on deposit for meals consumed.

Date of Adoption:

July 24, 1978  
Amended 6-16-86  
Amended 8-7-89  
Reapproved 7-1-96  
Reapproved 12-4-00  
Revised 8-09-10  
Reapproved 5-26-15  
Revised 7-17-17

Legal Reference: (Code of Iowa)

Public Law 108-265, the Child Nutrition and  
WIC Reauthorization Act of 2004  
42 U.S.C. §§§  
7 C.F.R. Pt. 210 et. Seq. (2010)  
Iowa Code ch. 283A (2011)  
280 I.A.C. 58



## ANTI-BULLYING/ANTI-HARASSMENT POLICY

The Pleasant Valley Community School District is committed to providing all students, employees, and volunteers with a safe and civil school environment in which all members of the school community are treated with dignity and respect. 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.

Bullying and/or harassment of or by students, employees, and volunteers is against federal, state, and local policy and is not tolerated by the board.

Accordingly, school employees, volunteers, and students shall not engage in bullying or harassing behavior while on school property, while on school-owned or school-operated vehicles, while attending or participating in school-sponsored or sanctioned activities, and while away from school grounds if the conduct materially interferes with the orderly operation of the educational environment or is likely to do so.

Complaints may be filed with the superintendent or superintendent's designee pursuant to the regulation accompanying this policy. **The superintendent is responsible for implementation of this policy and all accompanying procedures.** Complaints will be investigated within a reasonable time frame. **Within 24 hours of receiving a report that a student may have been the victim of conduct that constitutes bullying and/or harassment, the district will notify the parent or guardian of the student.**

**If, as a result of viewing surveillance system data or based on a report from a school district employee, the district determines that a student has suffered bullying or harassment by another student enrolled in the district, a parent or guardian of the student may enroll the student in another attendance center within the district that offers classes at the student's grade level, subject to the requirements and limitations established in Iowa law related to this topic**

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 regulation, 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.

### **Retaliation Prohibited False Claims**

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.

### **Retaliation Prohibited**

Any student found to have violated or retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have violated or retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have violated or retaliated in violation of this policy shall be subject to measures up to, and including, removal from service and exclusion from school grounds.

## **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” mean any repeated or potentially repeated electronic, written, verbal, or physical act or other ongoing conduct toward an individual based on any trait or characteristic of the individual which creates an objectively hostile school environment that meets one or more of the following conditions:
  - (1) Places the individual in reasonable fear of harm to the individual’s person or property.
  - (2) Has a substantial detrimental effect on the individual’s physical or mental health.
  - (3) Has the effect of substantially interfering with the individual’s academic or career performance.
  - (4) Has the effect of substantially interfering with the individual’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
- “Trait or characteristic of the individual” 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.

## **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 on the school or school district’s website

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 1/10/2022 Reviewed Revised

## ANTI-BULLYING/ANTI-HARASSMENT POLICY - INVESTIGATION PROCEDURES

### Individuals who feel that they have been harassed should:

- Communicate to the harasser that the individual expects the behavior to stop, if the individual is comfortable doing so. If the individual wants assistance communicating with the harasser, the individual should ask a teacher, counselor or principal to help.
- If the harassment does not stop, or the individual does not feel comfortable confronting the harasser, the individual should:
  - tell a teacher, counselor or principal; and
  - write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principal including;
    - what, when and where it happened;
    - who was involved;
    - exactly what was said or what the harasser did;
    - witnesses to the harassment;
    - what the student said or did, either at the time or later;
    - how the student felt; and
    - how the harasser responded.

### Filing a Complaint

An individual who believes that the individual has been harassed or bullied may file a complaint with the superintendent or superintendent's designee. The complaint form is available on [the district website](#) and in a designated location within each school building. If the complainant is a school employee, after filing the complaint with the superintendent or superintendent's designee, the employee may separately notify the parent or guardian of the student alleged to have been harassed or bullied.

An alternate investigator will be designated in the event it is claimed that the superintendent or superintendent's designee committed the alleged bullying or harassment 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.

### Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment upon receipt of a written complaint. The Director of Elementary or Secondary Education will be responsible for handling all complaints alleging bullying or harassment.

The investigation may include, but is not limited to the following:

- Interviews with the Complainant and the individual named in the complaint ("Respondent")
- A request for the Complainant to provide a written statement regarding the nature of the complaint;

- A request for the Respondent to provide a written statement;
- Interviews with witnesses identified during the course of the investigation;
- 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 as defined in Board policy. Upon completion of the investigation, the Investigator shall issue a report with respect to the findings, and provide a copy of the report to the appropriate building principal or Superintendent if the investigation involved the building principal.

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. Similarly, evidence uncovered in the investigation shall be kept confidential to the extent reasonably possible.

### **Decision**

The investigator, building principal or superintendent, depending on the individuals involved, shall inform the Complainant and the accused about the outcome of the investigation. 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.

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.

Revised 8-21-06

Reapproved 5-26-15

Revised 3-25-19

## ~~TO BE COMPLETED BY COMPLAINANT:~~

~~Individuals who feel that they have been harassed should:~~

- ~~• Communicate to the harasser that the individual expects the behavior to stop, if the individual is comfortable doing so. If the individual wants assistance communicating with the harasser, the individual should ask a teacher, counselor or principal to help.~~
- ~~• If the harassment does not stop, or the individual does not feel comfortable confronting the harasser, the individual should:
  - ~~— tell a teacher, counselor or principal; and~~
  - ~~— write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principal including;
    - ~~o what, when and where it happened;~~
    - ~~o who was involved;~~
    - ~~o exactly what was said or what the harasser did;~~
    - ~~o witnesses to the harassment;~~
    - ~~o what the student said or did, either at the time or later;~~
    - ~~o how the student felt; and~~
    - ~~o how the harasser responded.~~~~~~

## ~~COMPLAINT PROCEDURE~~

~~An individual who believes that the individual has been harassed or bullied will notify the Superintendent of Schools or his/her designee. The appointed investigator may request that the individual complete the Harassment/Bullying Complaint form and turn over evidence of the harassment, including, but not limited to, letters, tapes, or pictures. The complainant shall be given a copy of the completed complaint form. Information received during the investigation is kept confidential to the extent possible.~~

~~The investigator, with the approval of the principal, or the principal has the authority to initiate an investigation in the absence of a written complaint.~~

## ~~INVESTIGATION PROCEDURE~~

~~The investigator will reasonably and promptly commence the investigation upon receipt of the complaint. The~~

~~investigator will interview the complainant and the alleged harasser. The alleged harasser may file a written statement in response to the complaint. The investigator may also interview witnesses as deemed appropriate.~~

~~Upon completion of the investigation, the investigator will make written findings and conclusions as to each allegation of harassment and report the findings and conclusions to the principal. The investigator will provide a copy of the findings of the investigation to the principal.~~

#### ~~RESOLUTION OF THE COMPLAINT~~

~~Following receipt of the investigator's report, the principal may investigate further, if deemed necessary, and make a determination of any appropriate additional steps which may include discipline.~~

~~Prior to the determination of the appropriate remedial action, the principal may, at the principal's discretion, interview the complainant and the alleged harasser. The principal will file a written report closing the case and documenting any disciplinary action taken or any other action taken in response to the complaint. The complainant, the alleged harasser and the investigator will receive notice as to the conclusion of the investigation. The principal will maintain a log of information necessary to comply with Iowa Department of Education reporting procedures.~~

#### ~~POINTS TO REMEMBER IN THE INVESTIGATION~~

- ~~• Evidence uncovered in the investigation is confidential.~~
- ~~• Complaints must be taken seriously and investigated.~~
- ~~• No retaliation will be taken against individuals involved in the investigation process.~~
- ~~• Retaliators will be disciplined up to and including suspension and expulsion.~~

#### ~~CONFLICTS~~

~~If the investigator is a witness to the incident, the alternate investigator shall investigate.~~

Revised 8-21-06

Reapproved 5-26-15

Revised 3-25-19

## **LICENSED EMPLOYEE PROFESSIONAL DEVELOPMENT**

The board encourages licensed employees to attend and participate in professional development activities to maintain, develop, and extend their skills. The board will maintain and support an in-service program for licensed employees. Professional development activities will include activities that promote and/or teach about compliance with applicable Iowa laws.

For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the state board of education or board of educational examiners that the district determines requires the employee to participate in the professional development program.

Requests for attendance or participation in a development program, other than those development programs sponsored by the school district, are made to the superintendent. A licensed employee must obtain prior approval from the superintendent or designee when the professional development program will require that the licensed employee be excused from their duties or when the school district pays the expenses for the program.

The superintendent or designee will have sole discretion to allow or disallow licensed employees to attend or participate in a requested event. When making this determination, the superintendent will consider the value of the program for the licensed employee and the school district, the effect of the licensed employee's absence on the education program and school district operations and the school district's financial situation, as well as other factors deemed relevant in the judgment of the superintendent or designee. In the case where overnight travel or unusual expense is involved, the principal will bring it to the attention of the superintendent or designee prior to the licensed employee attending the event.

Approved Reviewed Revised

Date of Adoption:  
August 7, 1989  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 11-20-00  
Revised 10-8-07  
Reapproved 5-26-15  
Reapproved 12-19-22

Legal Reference: Iowa Code § 279.8; .74, 281 I.A.C. 12.7; 83.6.



**Required Professional Development for Employees**

Appropriate training and professional development of all employees is crucial to the success of all students. The district will provide professional development opportunities appropriate to the duties of school employees.

For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the state board of education or board of educational examiners that the district determines requires the employee to participate in the professional development program.

Approved

## CHILD ABUSE REPORTING

In compliance with state law and to provide protection to victims of child abuse, incidents of alleged child abuse should be reported to the proper authorities. All licensed school employees, teachers, coaches and paraeducators **and all school employees 18 years of age or older** are mandatory reporters as provided by law and are to report alleged incidents of child abuse they become aware of within the scope of their professional duties.

When a mandatory reporter suspects a student is the victim of child abuse, the mandatory reporter **shall make an oral report of the suspected child abuse to** ~~will orally or in writing~~ notify the Iowa Department of Human Services within 24 hours of becoming aware of the abusive incident and will make a written report to the Iowa Department of Human Services within 48 hours following the oral report. If the mandatory reporter believes the child is in immediate danger, the local law enforcement agency will also be notified.

Within six months of their initial employment, mandatory reporters will take a two-hour training course involving the identification and reporting of child abuse and dependent adult abuse, or submit evidence of completing the course within the previous three years. Once the training has been completed, the certificate will remain valid for three years. Employees who have taken the two-hour training course will take the one-hour follow-up course every three years and prior to the expiration of their certificate.

**NOTE: All mandatory reporter training certificates issued prior to July 1, 2019 remain effective for five years. When this certificate expires, subsequent training certificates will be valid for three years.**

**NOTE: For more information, please visit the “Report Abuse and Fraud” section of the Iowa Department of Human Services’ website, located at <http://dhs.iowa.gov/report-abuse-and-fraud>.**

**NOTE: Please remember there are two types of reporters identified in Iowa law: mandatory reporters and permissive reporters. Mandatory reporters are those individuals who are required by law to report suspected incidents of child abuse when they become aware of such incidents within the scope of their employment or professional responsibilities. Permissive reporters are not required by law to report abuse, but may choose to report to the Iowa Department of Human Services. While all licensed school employees, teachers, coaches and paraeducators are mandatory reporters within the scope of their profession, they are considered permissive reporters outside the scope of their profession.**

Approved Reviewed Revised

Date of Adoption:  
December 9, 1974  
Reapproved 1-23-78  
Reapproved 6-2-86  
Amended 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 11-20-00  
Reapproved 8-25-08  
Amended 8-24-09  
Reapproved 5-26-15  
Revised 7-17-17  
Reapproved 12-19-22

Legal Reference: Iowa Code §§ 232.67 - .77; 235A; 272A; 280.17 (1993), 441 I.A.C., 9.2; 155; 175. 640 I.A.C. 4.9, 1980 op. Att'y Gen. 275.

## SCHOOL CALENDAR AND SCHOOL DAY

### SCHOOL CALENDAR

The school calendar will accommodate the education program of the school district. The school year must consist of a minimum of 1080 hours and includes, but is not limited to, the days for student instruction, staff development, in-service days and teacher conferences. **Each year the minimum school calendar may include up to 5 days or 30 hours of instruction delivered primarily over the internet.**

The academic school year for students shall begin no sooner than August 23. Employees may be required to report to work at the school district prior to that date.

Special education students may attend school on a school calendar different from that of the regular education program so as to be consistent with their individualized Education Program (IEP).

The board, in its discretion, may excuse graduating seniors from up to five days (175 out of 180 days) or 30 hours (1050 out of 1080 hours) of instruction after the school district requirements for graduation have been met. The board may also excuse graduating seniors from making up days missed due to inclement weather if the student has met the school district's graduation requirements.

The Superintendent of Schools, working cooperatively with the professional staff, shall have the responsibility to develop the school calendar for recommendation, approval and adoption by the board annually. Board approval of the school calendar shall occur prior to the time of issuance of personnel contracts for the ensuing year and the calendar shall be considered an official part of these contracts.

The board may amend the official school calendar when the board considers the change to be in the best interest of the school district's education program. The board shall hold a public hearing on any proposed amendments to the school calendar prior to adopting the amended school calendar.

### SCHOOL DAY

The student school day for grades one through twelve will consist of a minimum of six hours, not including the lunch period. The school day consists of the schedule of class instruction, class activities and passing times as established and sponsored by the school district. Time during which students are released from school for parent/teacher conferences may be counted as part of students' instructional time. The minimum school day will meet the requirements as established for the operation of accredited schools.

The board may define the number of days kindergarten will be held and the length of each school day for the students attending kindergarten. The school day will consist of a schedule as recommended by the superintendent and approved by the board.

The school district may also record a day of school with less than the minimum instructional hours if the total hours of instructional time for grades one through twelve in any five consecutive school days equals a minimum of thirty hours, even though any one day of school is less than the minimum instructional hours because of a staff development opportunity provided for the instructional staff, or parent-teacher conferences have been scheduled beyond the regular school day. If the total hours of instructional time for the first four consecutive days equal at least thirty hours because parent-teacher conferences have been scheduled beyond the regular school day, the school district may record zero hours of instructional time on the fifth consecutive school day as a school day. Schedule revisions and changes in time allotments will be made by the superintendent.

When school is forced to close due to weather or other emergencies, the part of the day during which school was in session will constitute a school day. The Superintendent will create administrative regulations necessary to utilize any remote learning opportunities that are available and permitted by law during the period of closure. The provision of special education and accommodations for students who have individualized education programs (IEPs) or Section 504 plans during periods of closure will be determined by each respective IEP or Section 504 team.

It is the responsibility of the superintendent to inform the board annually of the length of the school day.

Approved October 10, 2022

Reviewed

December 19, 2022 Revised

Date of Adoption:

September 9, 1968  
Amended 6-13-72  
Amended 8-22-77  
Amended 6-16-86  
Amended 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Reapproved 8-9-10  
Amended 5-26-15  
Revised 8-8-16

Legal Reference: (Code of Iowa): Iowa Code §§ 20.9; 279.10, 280.3; 299.1 (2). 281 I.A.C. 12.1(7); 41.106. 34 C.F.R. sec. 300, 28 C.F.R. pt. 35, Iowa Code § 256.7 (3) (21) (32), 279.8, .10., 281 I.A.C. 12.1(1), .1(7-10).



**Pleasant Valley  
Senior High  
Addition & Renovations**

Design Development Approval

September 25, 2023

Pleasant Valley Senior High School  
Additions and Renovations

Pleasant Valley Community School District  
Pleasant Valley, Iowa

Design Development Approval  
September 25, 2023

**frk** project # 903f21

Contents

1. Project Design Team
2. Design Narratives
3. Proposed Schedule
4. Cost Opinion
5. Project Drawings

## Pleasant Valley Junior High Additions and Renovations

Pleasant Valley Community School District  
Pleasant Valley, Iowa

### Project Design Team

#### **frk** architects + engineers – Architectural and Structural Design

Project Principal	Thomas Wollan, AIA LEED AP
Project Architect	Kyle Sandage, AIA
Educational Space Planning	John Darveau, AIA

#### IMEG Engineering – Mechanical, Electrical and Technology Design

Mechanical Engineer	Pete Courtney, PE
Electrical Engineer	Garauv Sharma, PE

#### IMEG Engineering – Civil Engineering Design

Civil Engineer	Bob Jurkowski, PE
----------------	-------------------

#### Raker Rhodes Engineering – Structural Engineering Design

Structural Engineer	John Rhodes, PE
---------------------	-----------------

### Owner

#### Pleasant Valley Community School District

Pleasant Valley CSD School Board and Administrators

Pleasant Valley School Board	
Superintendent of Schools	Brian Strusz
Chief Financial Officer	Mike Clingingsmith
Director of Operations	Leland Zenk



## Pleasant Valley Senior High Additions and Renovations

Pleasant Valley Community School District  
Pleasant Valley, Iowa

### Design Development Narrative

#### High School Additions

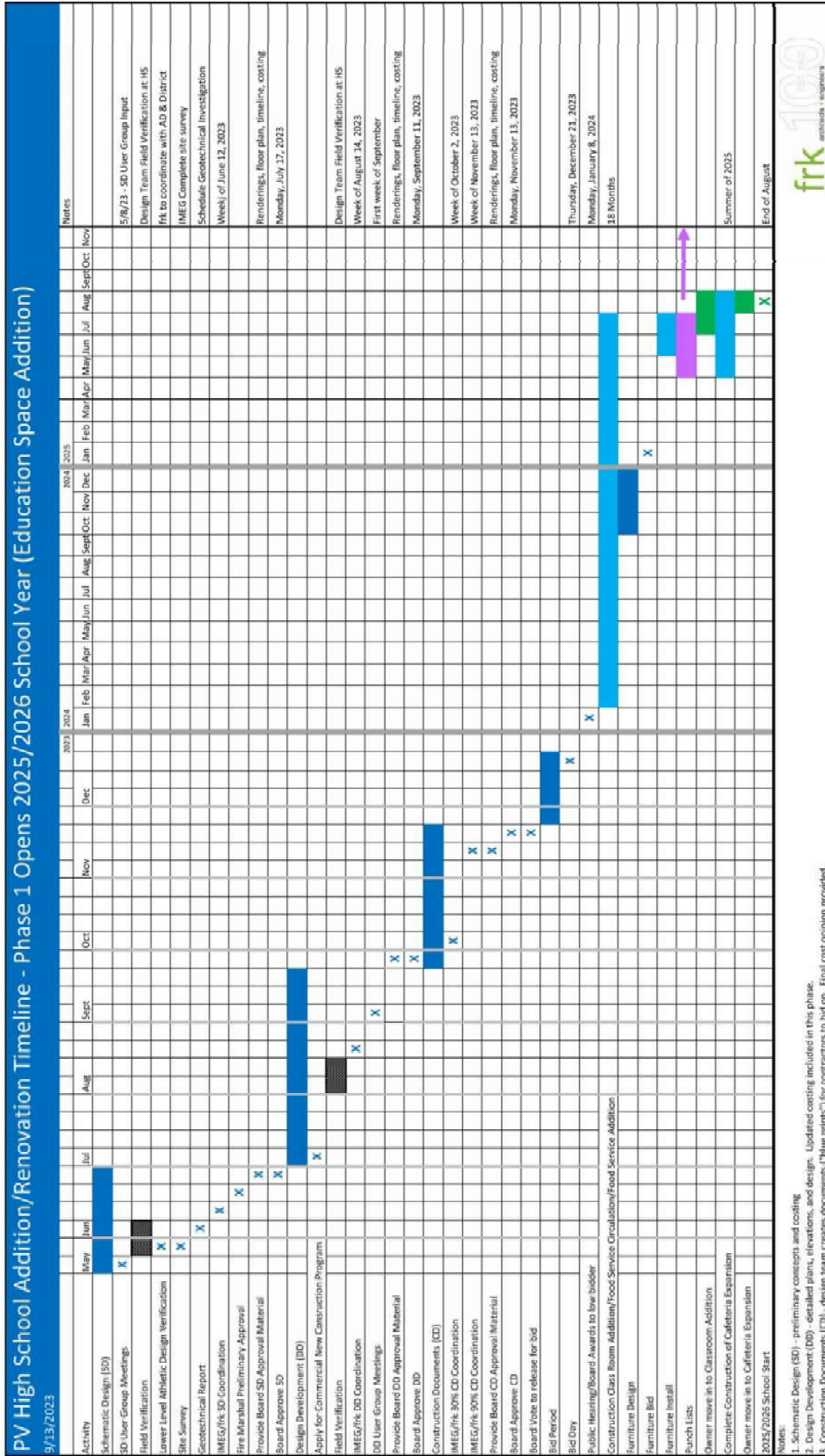
Classroom Addition: Minor changes were made between the Schematic Design Phase and the Design Development phase. A 3 story, 28 classroom addition is proposed at the southwest corner of the existing building. The addition will include general education classrooms, new science classrooms; flex classroom, and instructional coach's office. The addition will also include locker rooms, bathrooms, and concessions area at the ground level to support the football stadium. Each classroom will be designed to match the most recent classroom additions. New restrooms, custodial, mechanical, electrical, and print rooms will also be provided at each floor. A new elevator will provide access to all 3 levels of the new addition.

Cafeteria Expansion: An addition to the cafeteria is proposed on the north side of the existing building to help alleviate the congested lunch times currently experienced in the building. The size of the cafeteria expansion is limited by the available space on the north side of the building. As part of the cafeteria expansion, the existing sloped roof over the current cafeteria will be removed and replaced with a taller, low sloped roof. This will allow us to increase the ceiling heights in both the existing cafeteria and cafeteria expansion. As well as add additional clerestory windows to increase the amount of natural daylight in the cafeteria.

#### Renovations to Existing Spaces

Fire Alarm System: The existing fire alarm system throughout the entire building will be replaced with a new voice annunciated alarm system. The most recent building additions will be excluded from this update since a voice alarm system is already installed in those areas. The existing cafeteria, auditorium, and kitchen areas will be equipped with a new automatic sprinkler system.

Cafeteria and Kitchen: The cafeteria will receive all new flooring and paint, as well as a new ceiling. The kitchen area, bathrooms, and surrounding areas will all receive new ceilings as part of the fire sprinkler addition. The auditorium ceiling will remain as is.



1. Schematic Design (SD) - preliminary concepts and costing  
 2. Design Development (DD) - detailed plans, elevations, and details. Updated costing included in this phase.  
 3. Construction Documents (CD) - design team creates documents ("blue prints") for contractors to bid on. Final cost opinion provided.



**Pleasant Valley CSD**

9/20/2023

Opinion of Probable Cost - Design Development Phase

High School Addition and Renovation



Space	Unit	Unit Cost	Unit Total	TOTALS
Classroom Addition	63,396 SF	\$ 350	\$ 22,188,600	
Cafeteria Addition/Renovation	12,128 SF	\$ 260	\$ 3,153,280	
Miscellaneous Renovation (stairs, corridors, fire separation)	1 LUMP	\$ 454,266	\$ 454,266	
Fire Sprinkler at Renovation Spaces	1 LUMP	\$ 335,466	\$ 335,466	
Fire Alarm at Existing Building	1 LUMP	\$ 400,000	\$ 400,000	
Parking Lot Improvements	1 LUMP	\$ 2,050,000	\$ 2,498,539	
				\$ 29,030,151
				Soft Costs at 17% \$ 4,935,126
				<b>TOTAL Project Cost \$ 33,965,277</b>
Potential Alternate Bids				
Replace Existing Exterior Brick at Kitchen	1 LUMP	\$ 110,000	\$ 110,000	

Soft Costs	(estimates)	
Survey		\$12,000
Soil Boring		\$11,500
Design Fee		\$2,032,111
Reimbursables		\$6,000
Fire Marshal Review Fee		\$1,000
Printing		\$40,000
FFE		\$2,500,000
Special Inspections		\$140,000
Basic Commissioning		\$115,000
Builder's Risk Insurance		\$33,000

*This is an opinion of project construction cost. frk a+e has no control over costs of labor, equipment or materials, or over the Contractor's method of pricing. This opinion of project cost is made on the basis of frk a+e's knowledge and experience. Frk a+e can make no warranty, expressed or implied, as to the accuracy of these costs as compared to bid or actual costs*



# PV Community School District High School Addition and Renovation Design Development Presentation

# AGENDA

Your Team

Project Scope

Proposed Schedule

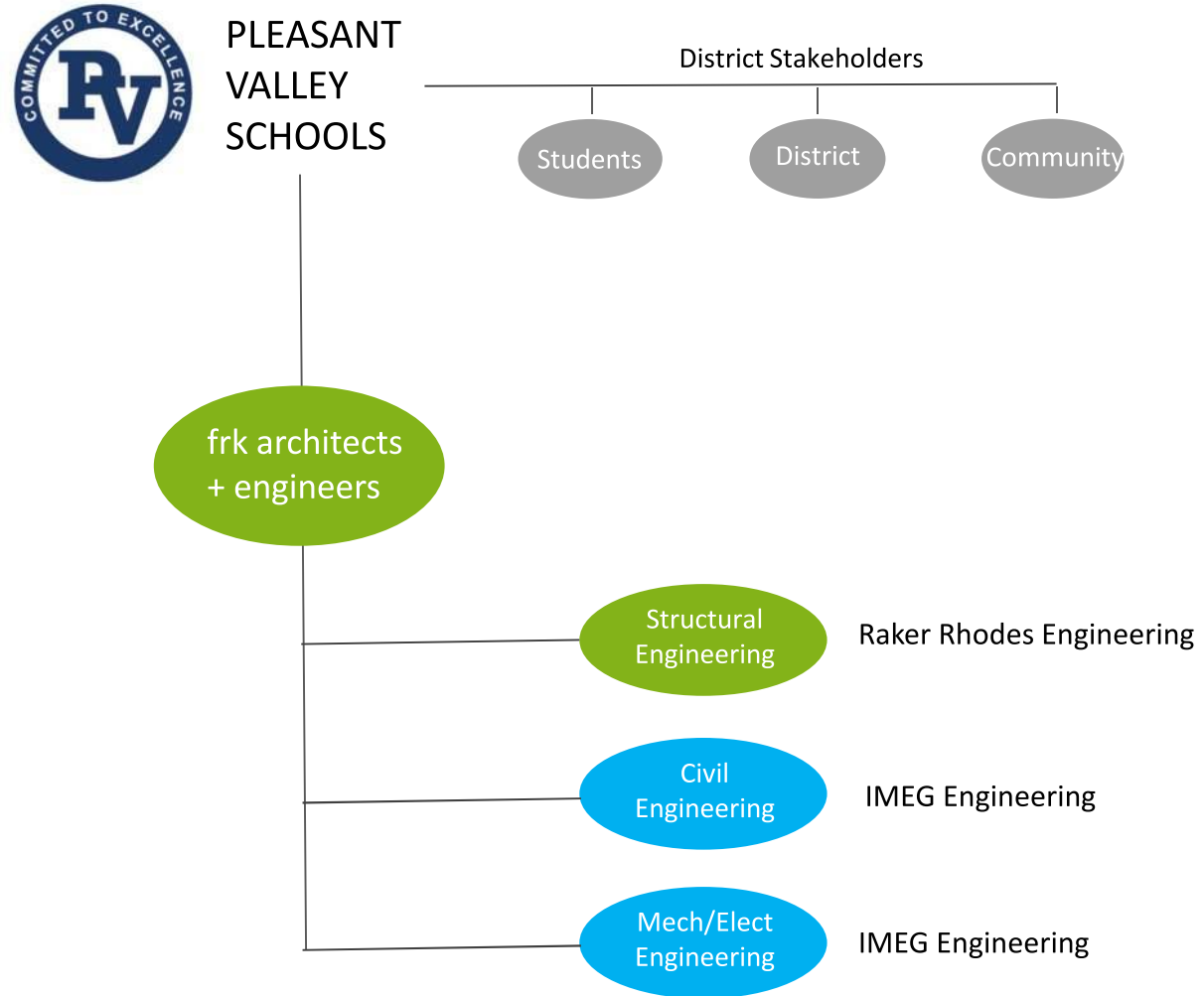
Preliminary Cost Opinion

Drawings and Renderings

Questions

Thank you for letting us work on your project!

# YOURTEAM



# PROJECTSCOPE

- 28 Classroom Addition at SW corner of existing building including:
  - 5 Science Labs
  - Flex Classroom
- Expansion of existing Cafeteria
- Lower-level Visitor Concessions/Team Room for Stadium
- New Scene Storage
- New corridor circulation to relieve congestion at Cafeteria entry
- Providing fire sprinklers in existing spaces adjacent to new addition
- Updating fire alarm system throughout existing building
- Site improvements to accommodate new addition
- Improve West and Southwest Parking Lots

# PROPOSED SCHEDULE

PV High School Addition/Renovation Timeline - Phase 1 Opens 2025/2026 School Year (Education Space Addition)																													
9/14/2023																													
Activity	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	2023	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	2025	2025	2025	2025	2025	2025	2025	Notes	
										Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
Schematic Design (SD)																													
SD User Group Meetings	X																												5/8/23 - SD User Group Input
Field Verification		█																											Design Team Field Verification at HS
Lower Level Athletic Design Verification	X																												frk to coordinate with AD & District
Site Survey	X																												IMEG Complete site survey
Geotechnical Report		X																											Schedule Geotechnical Investigation
IMEG/frk SD Coordination			X																										Week of June 12, 2023
Fire Marshal Preliminary Approval			X																										
Provide Board SD Approval Material			X																										Renderings, floor plan, timeline, costing
Board Approve SD			X																										Monday, July 17, 2023
Design Development (DD)																													
Apply for Commercial New Construction Program			X																										
Field Verification																													Design Team Field Verification at HS
IMEG/frk DD Coordination							X																						Week of August 14, 2023
DD User Group Meetings							X																						First week of September
Provide Board DD Approval Material																													Renderings, floor plan, timeline, costing
Board Approve DD																													Monday, September 11, 2023
Construction Documents (CD)																													
IMEG/frk 30% CD Coordination																													Week of October 2, 2023
IMEG/frk 90% CD Coordination																													Week of November 13, 2023
Provide Board CD Approval Material																													Renderings, floor plan, timeline, costing
Board Approve CD																													Monday, November 13, 2023
Board Vote to release for bid																													
Bid Period																													
Bid Day																													Thursday, December 21, 2023
Public Hearing/Board Awards to low bidder																													Monday, January 8, 2024
Construction Class Room Addition/Food Service Circulation/Food Service Addition																													18 Months
Furniture Design																													
Furniture Bid																													
Furniture Install																													
Punch Lists																													
Owner move in to Classroom Addition																													
Complete Construction of Cafeteria Expansion																													Summer of 2025
Owner move in to Cafeteria Expansion																													
2025/2026 School Start																													End of August

Notes:  
 1. Schematic Design (SD) - preliminary concepts and costing  
 2. Design Development (DD) - detailed plans, elevations, and design. Updated costing included in this phase.  
 3. Construction Documents (CD) - design team creates documents ("blue prints") for contractors to bid on. Final cost opinion provided.





# PRELIMINARY COST OPINION

Pleasant Valley CSD 9/20/2023

Opinion of Probable Cost - Design Development Phase

High School Addition and Renovation



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Potential Alternate Bids

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--------------------------------------------	--------	------------	------------

**Soft Costs**

(estimates)	
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Soil Boring	\$11,500
Design Fee	\$2,032,111
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# LOWER LEVEL



LOWER LEVEL: 9,611 SF

# MAIN LEVEL



CLASSROOM ADDITION: 27,740 SF  
CAFETERIA ADDITION: 5,521 SF

# UPPERLEVEL



CLASSROOM ADDITION: 24,695 SF

# NORTHVIEW



# SOUTHVIEW



# SOUTHVIEW









# WELCOME TO PLEASANT VALLEY!

On behalf of the Board of Education and the District, thank you for viewing our 2022-2023 Annual Progress Report. **In Pleasant Valley, our goal is to have the finest academic and extracurricular programs in the state, not in some things, but in everything, not for some students but for every student.**

As you review our report, please know we have only provided you with a small portion of the many proud moments that have taken place during the 2022-2023 school year. To learn more, I would encourage you to visit our district website at [www.pleasval.org](http://www.pleasval.org) or our [district Facebook](#).

As proud as we are of our past, we continually strive to ensure we are building the skills our students will need for their future. Those skills being:

- Creativity and Innovation
- Flexibility and Adaptability
- Problem-solving and Critical Thinking
- Collaboration and Communication
- Character and Citizenship

If you would like to learn more about our district, please do not hesitate to call our district office at (563)332-5550 and we will be sure to assist you with your questions.

Sincerely,

Brian Strusz, Ed. S.  
Superintendent of Schools

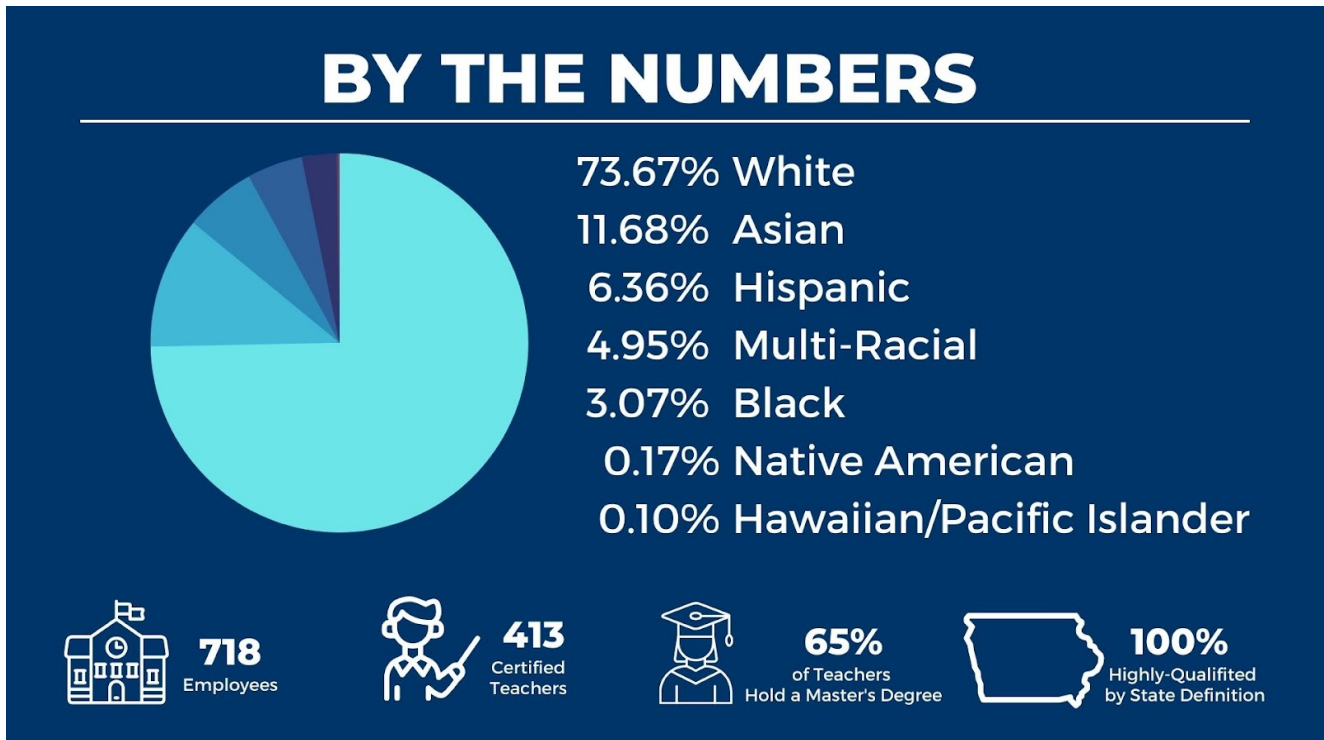
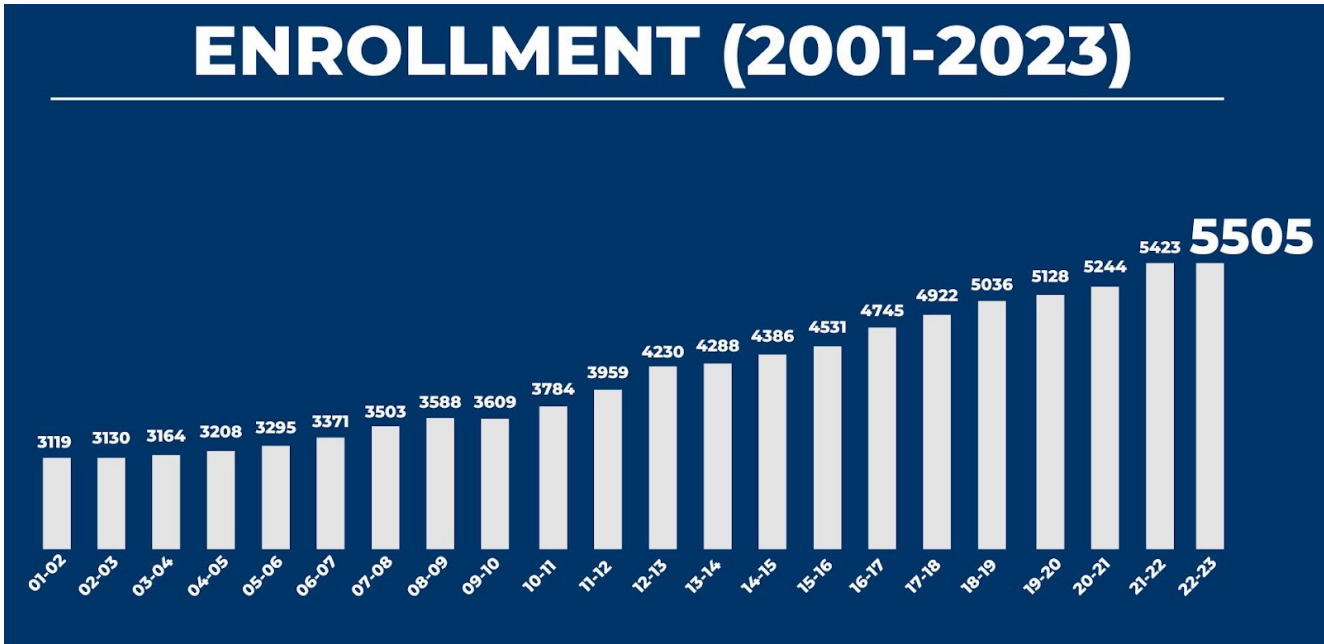
## TABLE OF CONTENTS

OUR DISTRICT.....	2
Average Daily Attendance.....	3
Graduation Rates.....	3
Drop Out Rates.....	3
Elementary Class Size Initiative.....	4
Champions of Character.....	4
Beyond the Technology.....	5
Pleasant Valley Educational Foundation.....	5
DOLLARS AND SENSE.....	6
SPARTAN SPOTLIGHTS.....	7
Academics.....	7
Fine Arts.....	8
Activities.....	9
Athletics.....	10
DATA-DRIVEN PATH TO CONTINUOUS IMPROVEMENT.....	11
ASSESSMENTS.....	12
ACT.....	12
Advanced Placement.....	13
FASTBridge Reading Assessment.....	13
Iowa Statewide Assessment of Student Progress (ISASP).....	14
Measures of Academic Progress (MAP).....	18
NOTICE OF NONDISCRIMINATION.....	20

# OUR DISTRICT

The Pleasant Valley Community School District is proud to be considered the #1 school district in the state of Iowa (Niche). Our 718 faculty and staff served more than 5,500 students in the 2022-2023 school year. Incorporated in 1962, our families live in Bettendorf, LeClaire, Panorama Park, Riverdale, and unincorporated Pleasant Valley. In the 2022-2023 school year, the district operated two PK-6 elementary schools, four K-6 elementary schools, one 7-8 junior high, and one 9-12 high school.

We are also proud that our Spartan family continues to grow. In the past decade, Pleasant Valley's enrollment has increased by 30%, due in large part to our staff and families' commitment to excellence, but also thanks to community and business development. The influx of new families has strengthened our schools, adding new culture and diversity to our rich history.



## 2022-2023 K-8 Average Daily Attendance

	2019-20	2020-21	2021-22	2022-23
<b>District</b>	96.37%	96.61%	94.81%	95.20%
<b>Kindergarten</b>	95.77%	96.64%	94.23%	94.36%
<b>Grade 1</b>	96.11%	96.76%	94.42%	95.07%
<b>Grade 2</b>	96.09%	96.64%	94.91%	95.50%
<b>Grade 3</b>	96.36%	97%	94.96%	95.47%
<b>Grade 4</b>	96.22%	96.39%	94.93%	95.58%
<b>Grade 5</b>	96.17%	95.88%	94.91%	95.46%
<b>Grade 6</b>	96.51%	95.82%	94.98%	95.28%
<b>Grade 7</b>	96.63%	97.20%	95.09%	95.06%
<b>Grade 8</b>	95.80%	97.06%	94.80%	94.95%

## 2021-2022 Graduation Rates

The state provides the graduation rate a year behind, therefore, we are doing the same. Pleasant Valley students continue to graduate at rates above those of the state.

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>PVCSD</b>	97.1%	96.6%	97.3%	97.6%	96.7%	95.6%	94.6%	93.5%
<b>State</b>	90.8%	91.3%	91.0%	91.4%	91.6%	91.8%	90.2%	89.7%

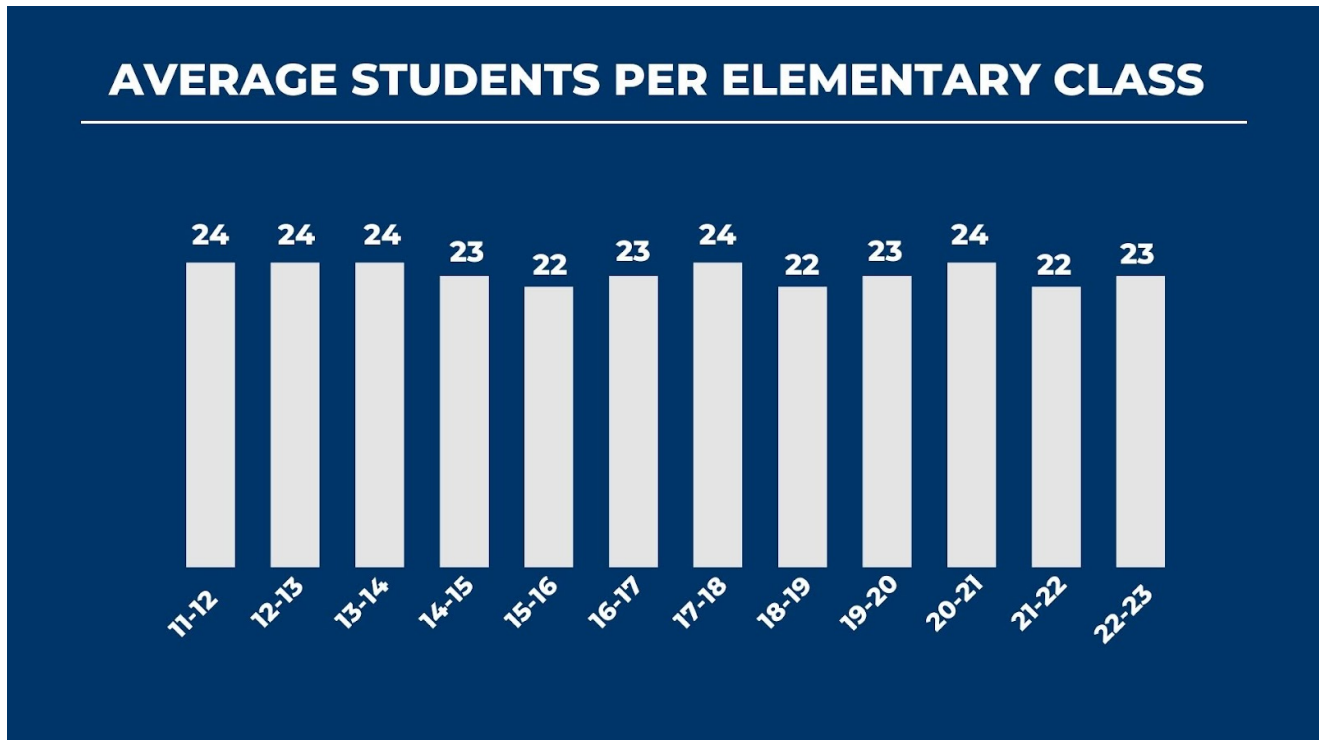
## 2021-2022 Drop Out Rates

The state provides the dropout rate for grades 7-12 a year behind, therefore, we are doing the same. !

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>PVCSD</b>	0.30%	0.45%	0.38%	0.82%	0.82%	0.43%	0.42%	0.65%
<b>State</b>	1.7%	1.9%	1.9%	1.8%	1.8%	1.5%	2.0%	2.1%

## Elementary Class Size Initiative

The district continues to use its state and federal class size reduction funding to maintain low class size at the elementary level, particularly in its K-2 classrooms. Even with rapid growth, we stay committed to keeping class sizes consistent.



## Champions of Character

At each level, with a variety of initiatives and programs, the district continues its emphasis on character development using the six pillars of Character Counts: Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship.

At the K-6 level, multi-grade groups facilitated by school staff provide monthly discussion opportunities for the understanding and practice of the six pillars.

At the 7-12 level, each classroom proudly displays a Safe Schools Mandate with the expectation of respect for all. At the high school to promote acceptance and respect, students have implemented A Positive Place group that focuses on making sure everyone feels welcome at school.





## Beyond the Technology

The ever-changing landscape of the technology world requires us to evaluate and update security practices, hardware, software, and staff skills to help students be successful. In the 2023-2024 school year, all K-12 students had either an iPad (K-2) or Chromebook (3-12) to utilize for learning purposes.

Educating our students on computer science standards, which include the five concepts of computing systems, networks and the internet, data & analysis, algorithms & programming, and impacts of computing are an important step in students being able to function in a digital society. Our innovation technology coaches work closely with instructional coaches, teachers, and students to provide learning opportunities connected to each of these concepts, and how they can have an impact in their classroom, community, and across the globe.

This past year, we have continued to take measures to implement ways we can protect our student and staff data and prevent any type of cyber attack on our system. This past spring we implemented a managed endpoint detection response system and a new password protection policy that are industry standards in further securing our network.

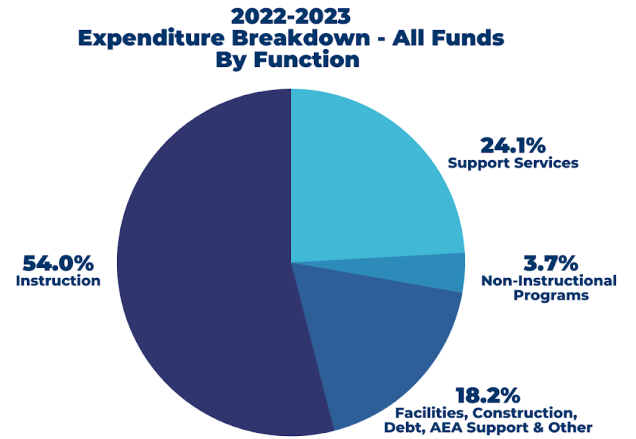
## Pleasant Valley Educational Foundation

The Pleasant Valley Educational Foundation raises funds to support scholarships for graduating seniors. Each year, the Foundation hosts two events: a golf outing in April and the Run with Carl road race in September. Thanks to the generosity of thousands of donors, the PVEF awarded 133 scholarships, for \$139,600, to student scholars at the 2022-2023 Scholarship Night. Since its inception in 1992, more than \$1 million has been awarded to Pleasant Valley seniors.



# DOLLARS AND SENSE

General Fund Expenditures – 2022-2023 Actual		
Salaries	59.2%	\$38,329,818
Benefits	18.9%	\$12,228,719
Services	12.0%	\$7,800,609
Supplies	4.2%	\$2,727,265
Area Education Agency	4.1%	\$2,644,450
Capital Outlay and Other	1.6%	\$1,052,788
<b>Total Actual Expenditures</b>		<b>\$64,783,649</b>

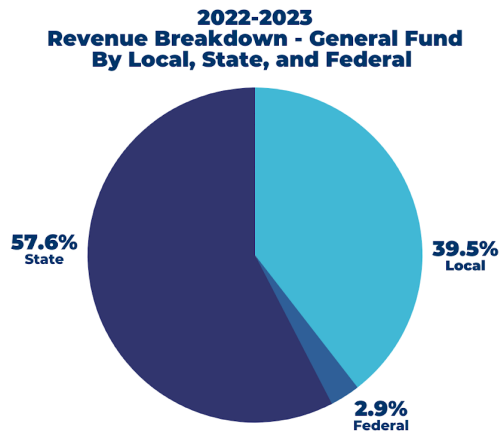


2022-2023 Property Tax Information (Valuations as of 1/1/2021)	2022-2023 Physical Plant & Equipment Levy/ Capital Projects Fund Expenditures (Actual):
-------------------------------------------------------------------	--------------------------------------------------------------------------------------------

Taxable Valuations, excluding TIF	\$1,983,933,075
TIF Valuations	\$ 161,514,966
<b>Total</b>	<b>\$2,145,448,041</b>

**\$5,940,420**

2022-2023 Tax Rate (per \$1,000): \$13.46	2022-2023 Tuition Cost: \$7,511
-------------------------------------------	---------------------------------



Starting in the 2015-2016 fiscal year, the District has received the following awards for seven years in a row:

- The Association of School Business Officials (ASBO) International Certificate of Excellence in Financial Reporting for the District’s Annual Comprehensive Financial Report (ACFR)
- The Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the District’s Annual Comprehensive Financial Report (ACFR)
- The Government Finance Officers Association Award of Financial Reporting Achievement

These awards show Pleasant Valley meets the highest standards of financial reporting and transparency. These awards are the highest form of recognition in the area of governmental accounting and financial reporting.

# SPARTAN SPOTLIGHTS



- The Pleasant Valley Community School District has been named the #1 school district in the state of Iowa ([Niche](#)).
- Pleasant Valley Junior High is ranked the #1 Junior High/Middle School in the state of Iowa by Niche. Pleasant Valley High School is ranked the #2 High School in the state of Iowa (Niche).
- Bridgeview Elementary, Cody Elementary, Hopewell Elementary, Pleasant View Elementary, Riverdale Heights Elementary ranked in the top 15 Best Public Elementary Schools in Iowa by Niche. Because Forest Grove was a new school in the 2021-2022 school year, they were not scored for this report.
- US News & World Report National Silver Medal Award for Best High Schools in Iowa - ranked #3 High School in Iowa
- All six of our elementary schools are ranked as High Performing or Exceptional according to the Iowa School Performance Profile. The Profile scores schools based on a number of factors, including performance on assessments, growth on student scores, and post-secondary readiness. For more information on the Iowa School Performance Profile, [click here](#).
- PVJH Physical Education Teacher Caitlyn Schoville, Iowa's 2022 SHAPE Middle School PE Teacher of the Year.
- Riverdale Heights Principal Jennifer Richardson upon being named a finalist for the School Administrators of Iowa (SAI) 2023 Elementary Principal of the Year award.



## ACADEMICS

- 9 National Merit Scholars
- 52 seniors earned the Seal of Bi-Literacy
- 35 students earn Personal Finance Exam Award
- 5 signed registered apprentices

# SPARTAN SPOTLIGHTS

## FINE ARTS

### Band

- 735 band members in grades 6-12
- 12 students accepted to the Iowa All-State Band (school record)
- 17 students accepted to South East Iowa District High School Honor Band (most students accepted from any school)
- 63 High School Band students accepted to 5 different district and collegiate honor bands throughout the state.

### Choir

- More than 600 choir members in grades 5-12
- 20 students in the Iowa All-State Chorus
- 5 Iowa All-State Jazz Choir participants
- 34 students selected for Iowa Opus Honor Choir, grades 5-9; the third highest number in the state
- 2 students selected for the National American Choral Directors Association Honor Choirs, grades 9-12
- Leading Tones selected to the Iowa Vocal Jazz Championships for the fifteenth year in a row, where they finished as state runners up

### Drama

- 350 participants in grades K-12
- **IOWA THESPIAN FESTIVAL**
  - First Place duet musical theater and performance in the Thespy Showcase - Braeden Jackson and Caleb Swinney - International Qualifier
  - Second place in Duet Musical Theater - Kiera Bowman and Oliver Gooch - International Qualifier
  - International Qualifying Solos - Elly Huhn, Oliver Gooch, Leah Mendelin, Caleb Swinney, and Kailee McCaw
  - First Place is Costume Quick Change for Tech Challenge - Elizabeth Hernandez, Pratima Khatri and Zack Guest
  - First Place in props shift for Tech Challenge - Elizabeth Hernandez and Caleb Swinney
  - Pratima Khatri chosen as the Advocacy State Thespian Officer
  - 2 students earning two of three Iowa Thespian Scholarships - Braeden Jackson and Miranda Croll
  - The Company of Big Fish performed the final Main Stage of Iowa Thespian Festival 2022
- **SPEECH**
  - Large Group Districts: 9 Division 1s, 4 Division 2s
  - Large Group State: 9 Division 1s
  - Large Group All-State:
    - 10-12 Group Improv: Kakistocracy Performing Allstate (Congratulation Lexi Pelzer, Ryan Sondgeroth, Zack Guest, and Arissa Khan)
    - 10-12 Musical Theater: I Love the Way Performing Allstate (Congratulations Zack Guest and Leah Mendelin)
- Individual Events Districts: 9 Division 1s, 1 Division 2
  - Individual Events State: 8 Division 1s
  - Individual Events Allstate:
    - Kiera Bowman: Solo Musical Theater Performing "I'm Breaking Down"
    - Charles Budan: Acting Performing "Julius Caesar"



- **IHSMTA (Iowa High School Musical Theatre Awards)**

- Production Awards

- Outstanding Overall Performance
- Outstanding Ensemble
- Outstanding Student Orchestra

- Students Awards

- Outstanding Performance in a Principal Role: Braeden Jackson as Edward Bloom
- Outstanding Performance in a Principal Role: Elizabeth Hernandez as Sandra Bloom
- Outstanding Performance in a Principal Role: Caleb Swinney as Will Bloom
- Special Recognition in a Principal Role: Elly Huhn as The Witch

- Braeden Jackson and Caleb Swinney participated in the Triple Threat Award program with other advanced performing students from around the state. Braeden Jackson received a solo in the Triple Threat medley.

## Orchestra

- 451 orchestra members in grades 4-12 (up from 404 in 2021-2022)
- 5 students were selected for the Iowa All-State Orchestra
- 4 High School and 7 Junior High students were selected for Iowa String Teachers Association Honors Orchestra
- 6 High School and 10 Junior High students were selected for the South East Iowa String Teachers Association Honors Orchestra



## ACTIVITY ACCOLADES

**Coach Erik Belby** Finalist for National High School Athletic Coaches Association Boys Cross Country Coach of the Year.

**Cole Claussen** is the first Pleasant Valley Alumnus to earn the prestigious American FFA (Future Farmers of America) Degree Award.

**Pleasant Valley High School earned second place at the** Drs. David & Agnes Palmer Junior Achievement Titan Competition.

**Student Hunger Drive** raised 85,864 pounds of food which equates to 217,702 meals, a new district record.

**Iowa High School Ethics State Champions:** The 2023 Iowa Ethics Bowl state tournament sponsored by the Department of Ethics at Iowa State University championship round featured the two PV teams. The Ethics Bowl team placed 10th at Nationals.

**Inaugural Pleasant Valley High School Girls Wrestling Team** featured 11 wrestlers with 2 State Qualifiers (Caitlin Reiter - 115 & Abigail Meyrer - 120) and 1 State Champion - Abigail Meyrer (120).

**Cody Elementary for The Love Campaign** featured acts of kindness and \$2,800 was raised for mental health services for students in need.

**Pleasant View's** Kennon Kies, Jovin Binto, Tate Runkle, Dylan Rieger, Bryce Rieger and Kolsyn Green - win in the Stock Market Game's Investwrite Essay Competition. Kennon's essay was awarded first place in the state of Iowa.

**Finance Club's** Nathan Musal, Achinteya Jayaram, and Kyle Almgren received top honors in the National Economics Challenge within the State of Iowa.

**Future Business Leaders of America Club** had a very successful run at FBLA's State Leadership Conference with 14 qualifying for the National Leadership Conference by placing 4th or higher in their category.

**Robotics Club** No Limit Robotics Team won the Rookie Inspiration Award. The Junior High and High School teams joined 8 total teams from Iowa at the National Competition.

**State of Iowa Spring Journalism Awards:** Pleasant Valley received the most awards of any school in Iowa

# SPARTAN SPOTLIGHTS

## ATHLETICS

Of the 21 Iowa sanctioned sports, Pleasant Valley advanced to state in 18, either as a team, an individual, or both.

### 2022-23 MAC Champions:

Boys Golf  
Boys Cross Country  
Girls Cross Country  
Volleyball  
Girls Swimming & Diving  
Boys Basketball  
Girls Basketball  
Boys Swimming

Boys Track and Field  
Girls Track and Field  
Boys Tennis  
Girls Tennis  
Girls Golf  
Boys Soccer  
Girls Soccer  
Baseball

### STATE CHAMPIONS

**Girls Basketball**  
(1st in PVHS History)  
**Girls Golf**  
(1st in PVHS History)



### STATE RUNNER-UP

**Volleyball**  
**Softball**



### STATE PARTICIPANTS

**Girls Swimming & Diving**  
13th place  
**Boys Golf**  
5th place  
**Girls Cross Country**  
6th place  
**Boys Cross Country**  
9th place  
**Football**  
State Qualifier  
**Wrestling**  
10 Individual Qualifiers  
19th place team  
**Boys Basketball**  
State Semifinalist  
**Boys Swimming**  
6th Place  
**Girls Track and Field**  
4th Place  
**Boys Track and Field**  
20th Place  
**Girls Tennis**  
1 Individual qualifier  
1 Doubles Team qualifier  
**Boys Tennis**  
IHSAA 3rd Place Team  
1 Individual qualifier  
1 Doubles Team  
**Girls Soccer**  
Quarterfinalist

# DATA-DRIVEN PATH TO CONTINUOUS IMPROVEMENT

## Student Learning Goals

- Graduate and enter training programs, educational programs or be employable
- Demonstrate the abilities of a self-directed learner
- Communicate effectively
- Demonstrate the ability to reason, solve problems and apply knowledge using a variety of thinking skills
- Produce work of high quality
- Demonstrate the ability to be responsible citizens
- Demonstrate abilities to work as a team with people of diverse backgrounds

## Comprehensive School Improvement Long-Range Goals

**Goal #1:** Improving universal instruction for all PK-12 students.

**Goal #2:** Improving the support systems for all PK-12 students.

**Goal #3:** Assessing for data-informed decision making.

**Goal #4:** Increasing leadership within all individuals.

**Goal #5:** Advancing infrastructures to improve the learning environment for all.

**Guiding Vision:** Pleasant Valley Community School District will have the finest academic and extra-curricular programs in the state. Not in some things but in everything. Not for some kids but for every kid. In order to achieve this, we strive to:

- By the end of each school year, every student will read and write at or above grade level.
- By the end of each school year, every student will demonstrate grade level or above math proficiency.
- By graduation, every student will be college or career-ready.
- Annually, every 7-12 student will be an active and contributing member of an extra or co-curricular activity.
- Extra and co-curricular teams/programs will annually be regarded among the top in the state and will produce all-state performers and performances, champions, and championships.
- Annually, the PVCSD will be regarded as among the top districts in the state.
- Our parents and students will regard each year's school experience as exceptional.

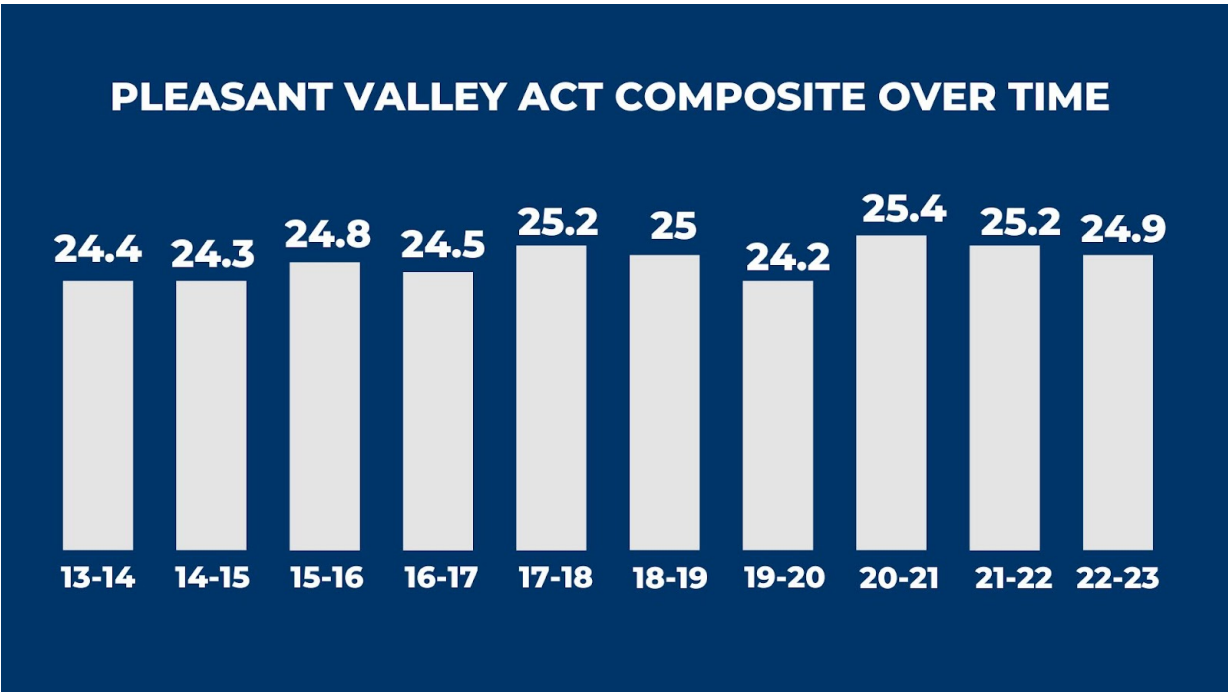
# ASSESSMENTS

The Pleasant Valley Community School District uses many different assessments to measure growth and learning among our students, including:

- ACT results
- Advanced Placement (AP) scores
- Formative Assessment System for Teachers (FASTBridge)
- Iowa Statewide Assessment of Student Progress (ISASP)
- Measures of Academic Progress (MAP)
- Iowa Biliteracy Seal
- In-class assessments

In this portion of our Annual Progress Report, you will be able to see the various data we receive to monitor student progress.

<b>ACT Results</b>			
The American College Test is a standardized test taken by students who plan to attend college. It's often used in the college admissions process and is administered by the ACT nonprofit. Pleasant Valley High School students continue to score above the state and national averages in each of the academic areas and on the composite.			
	<b>National (2022)</b>	<b>Iowa (2022)</b>	<b>Pleasant Valley (2022)</b>
<b>English</b>	19	20.4	24.2
<b>Math</b>	19.3	20.6	24.6
<b>Reading</b>	20.4	22.3	25.6
<b>Science</b>	19.9	21.6	24.6
<b>Composite</b>	19.8	21.4	24.9



## PVHS Advanced Placement Courses and Testing

The College Board Advanced Placement (AP) Program affords students the opportunity to enroll in challenging coursework at the high school level and earn potential college credit. Pleasant Valley encourages student participation in this program and works to increase the number of courses available.

### Courses Offered:

2-D Art & Design  
 3-D Art & Design  
 Calculus AB  
 Computer Science A  
 English Language and Composition  
 English Literature and Composition  
 Environmental Science  
 French Language and Culture  
 Human Geography  
 Macroeconomics  
 Music Theory  
 Physics 1  
 Physics 2  
 Spanish Language and Culture  
 U.S. Government & Politics  
 United States History

**403**

**Students  
Tested**

**617**

**Exams  
Administered**

**85.6%**

**Earned  
3, 4, or 5**

\*63% Nationwide Earned 3,4, or 5

## FASTBridge Reading Assessments

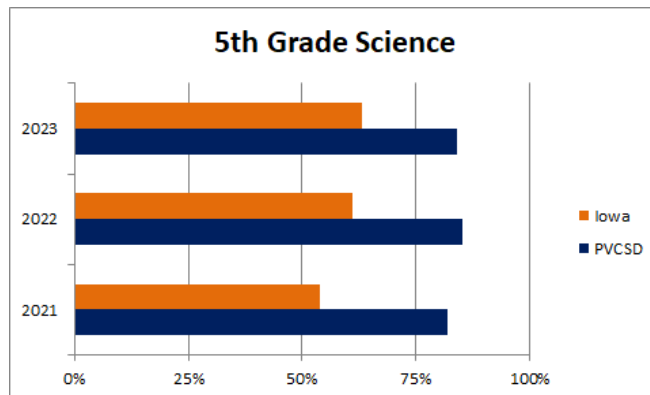
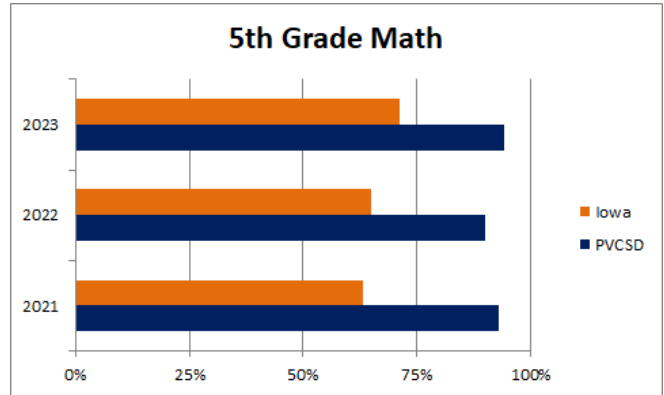
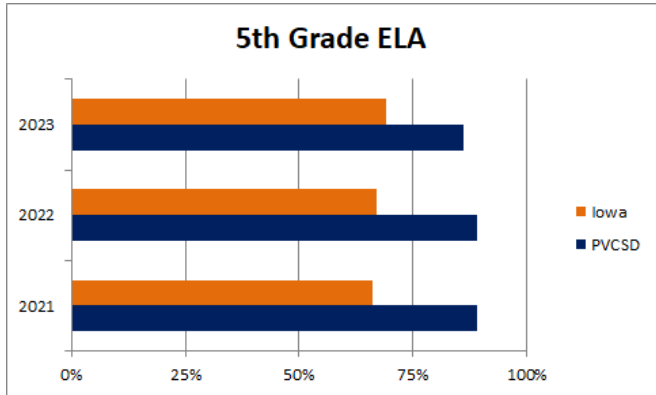
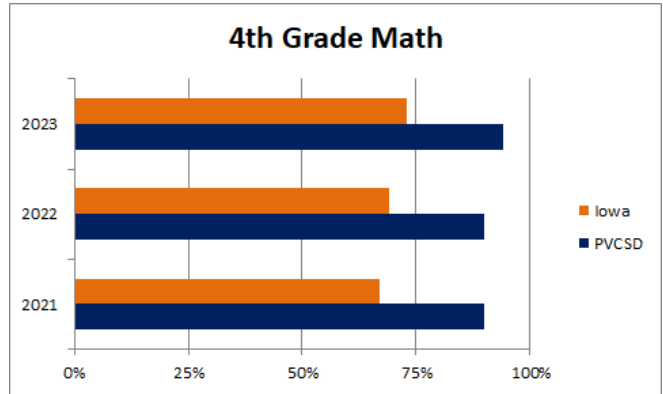
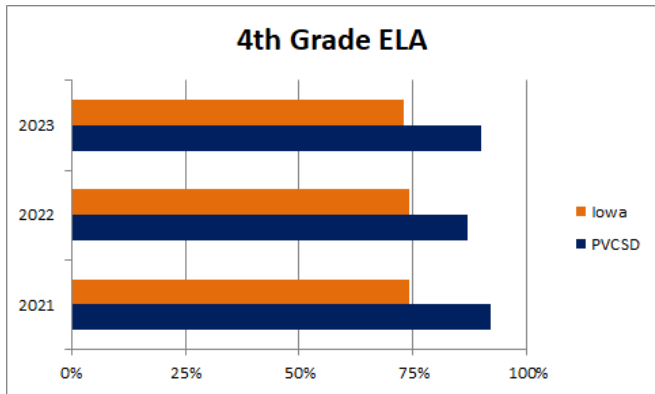
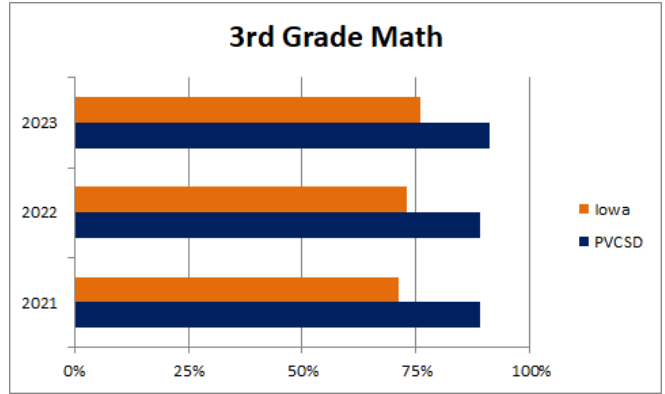
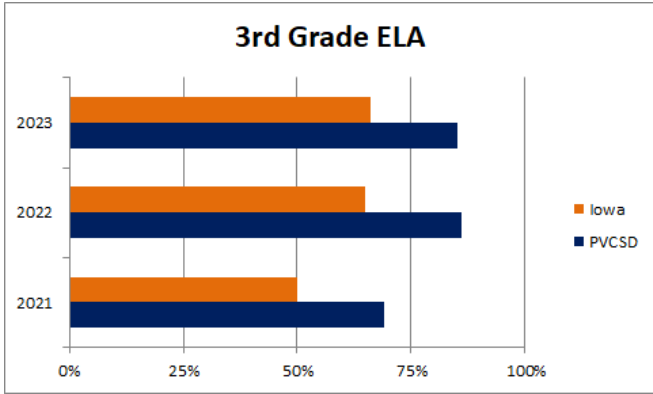
The Formative Assessment System for Teachers (FASTBridge) screens students to identify skill gaps and offer proven recommendations for reading instruction and interventions to assess fluency. The goal is to improve performance for all students year-to-year, as well as have every student at or above the proficiency level.

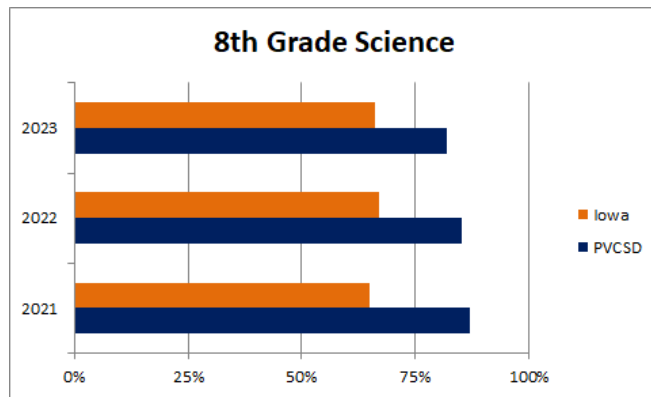
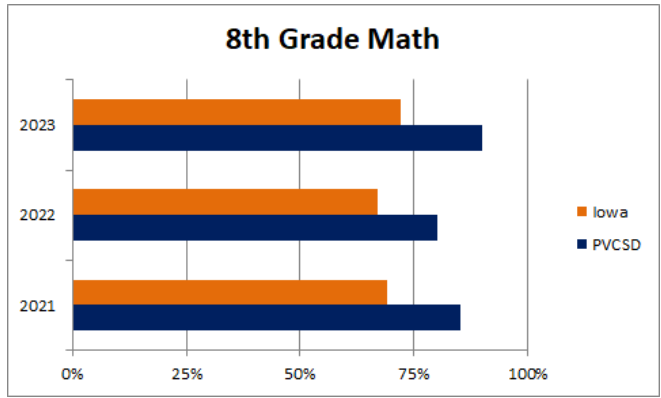
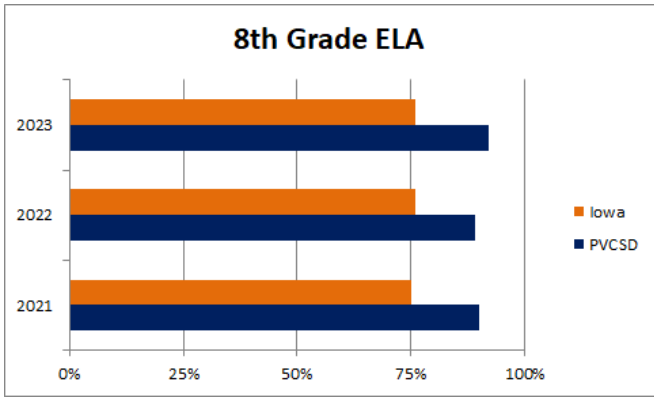
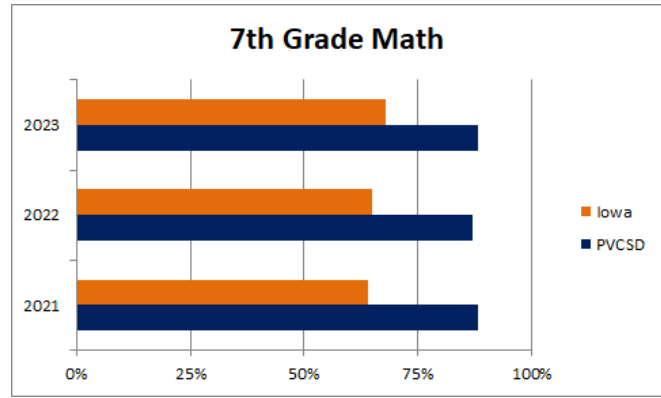
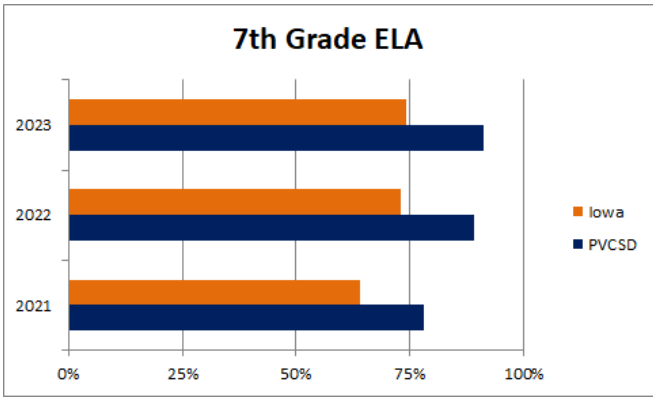
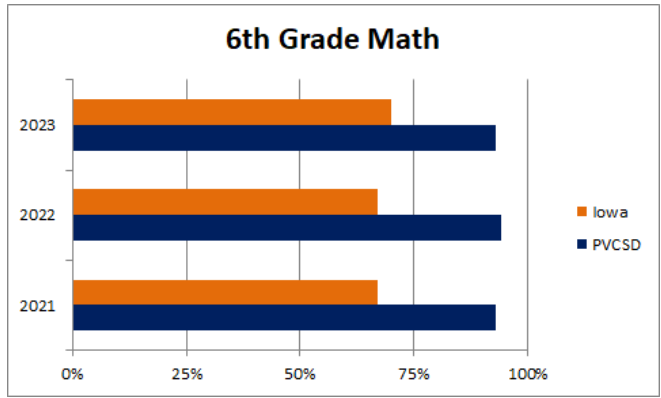
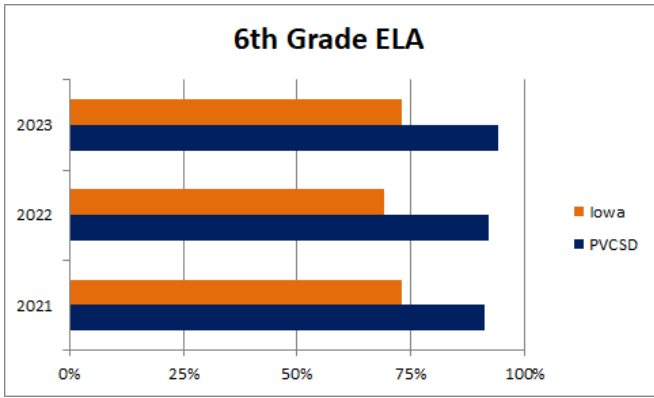
Grade	2022-2023 Percent Proficient		
	Fall	Winter	Spring
<b>K</b>	<b>80%</b>	<b>90%</b>	<b>86%</b>
<b>1</b>	<b>80%</b>	<b>86%</b>	<b>85%</b>
<b>2</b>	<b>77%</b>	<b>81%</b>	<b>84%</b>
<b>3</b>	<b>81%</b>	<b>81%</b>	<b>86%</b>
<b>4</b>	<b>85%</b>	<b>88%</b>	<b>89%</b>
<b>5</b>	<b>82%</b>	<b>85%</b>	<b>84%</b>
<b>6</b>	<b>86%</b>	<b>88%</b>	<b>86%</b>
<b>Total</b>	<b>82%</b>	<b>85%</b>	<b>86%</b>

# IOWA STATEWIDE ASSESSMENT OF STUDENT PROGRESS

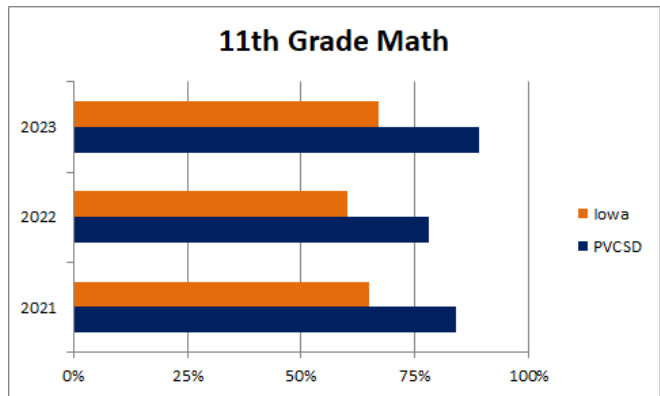
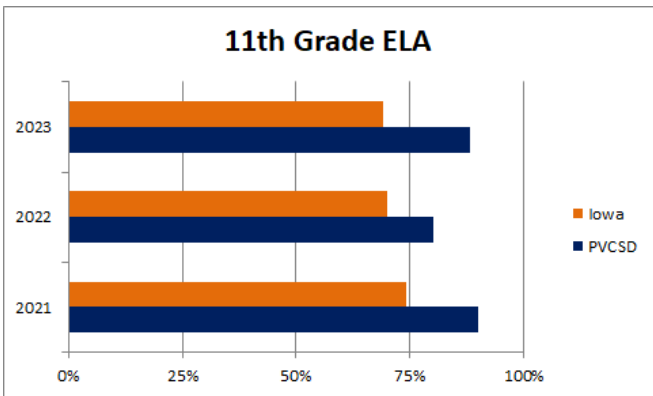
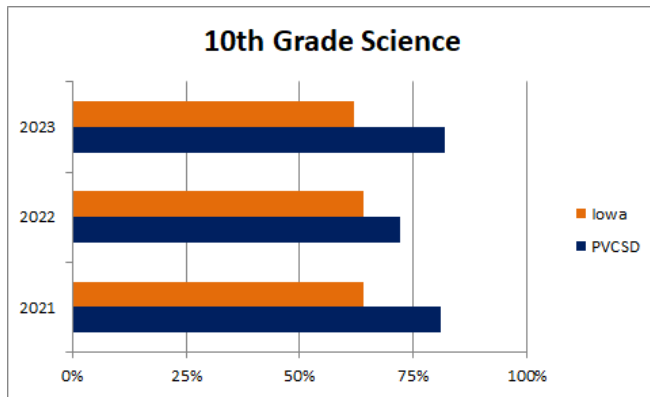
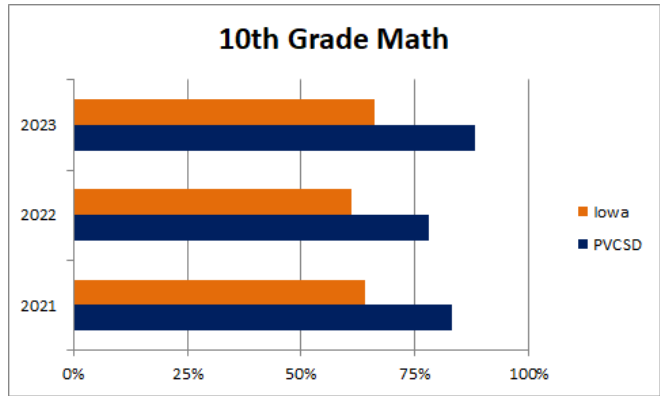
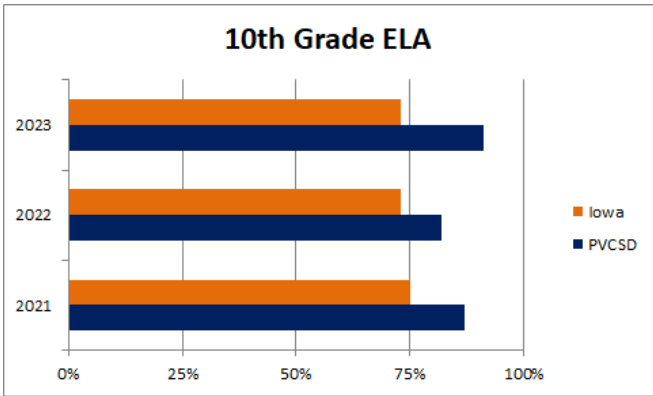
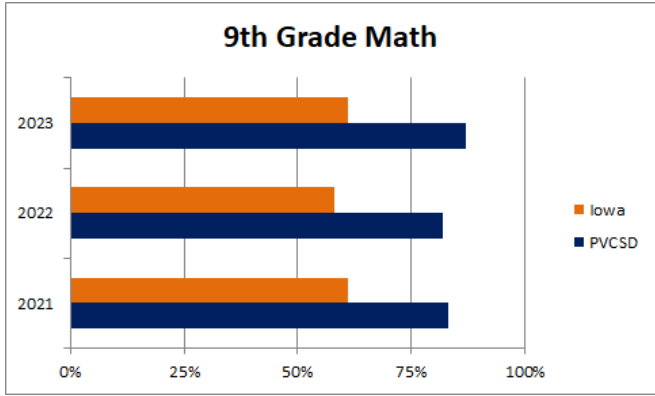
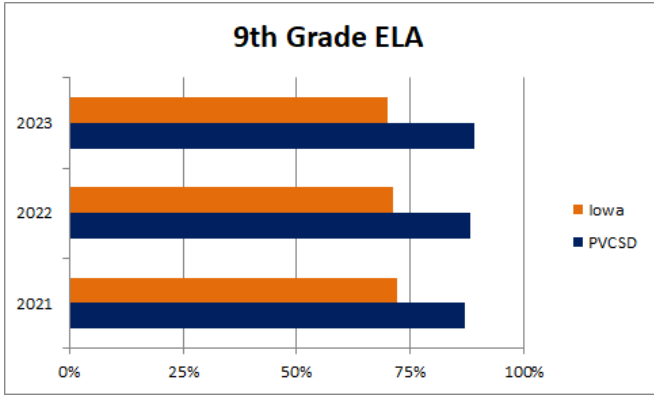
The Iowa Statewide Assessment of Student Progress (ISASP) assesses students in grades 3-11 in English-Language Arts, Math, and Science (grades 5, 8, and 10 only). The assessments are aligned with the Iowa Core standards and provide a clear and accurate assessment of student learning outcomes. Students take the assessment in the Spring. ISASP was not administered in 2019-20 due to COVID-19 and Pleasant Valley first administered the assessment in 2018-19.

	2020-2021		2021-2022		2022-2023	
	PVCSD	Iowa	PVCSD	Iowa	PVCSD	Iowa
<b>English Language Arts</b>						
3rd Grade	69%	50%	86%	65%	85%	66%
4th Grade	92%	74%	87%	74%	90%	73%
5th Grade	89%	66%	89%	67%	86%	69%
6th Grade	91%	73%	92%	69%	94%	73%
7th Grade	78%	64%	89%	73%	91%	74%
8th Grade	90%	75%	89%	76%	92%	76%
9th Grade	87%	72%	88%	71%	89%	70%
10th Grade	87%	75%	82%	73%	91%	73%
11th Grade	90%	74%	80%	70%	88%	69%
<b>Math</b>						
	PVCSD	IOWA	PVSCD	IOWA	PVSCD	IOWA
3rd Grade	89%	71%	89%	73%	91%	76%
4th Grade	90%	67%	90%	69%	94%	73%
5th Grade	93%	63%	90%	65%	94%	71%
6th Grade	93%	67%	94%	67%	93%	70%
7th Grade	88%	64%	87%	65%	88%	68%
8th Grade	85%	69%	80%	67%	90%	72%
9th Grade	83%	61%	82%	58%	87%	61%
10th Grade	83%	64%	78%	61%	88%	66%
11th Grade	84%	65%	78%	60%	89%	67%
<b>Science</b>						
5th Grade	82%	54%	85%	67%	84%	63%
8th Grade	87%	65%	72%	64%	82%	66%
11th Grade	81%	64%	86%	65%	82%	62%









# MEASURES OF ACADEMIC PROGRESS

The Measures of Academic Progress® (MAP®) Assessment is an adaptive test offered to 3rd through 11th-grade students in both reading and mathematics. As the student answers questions correctly, they scale up and increase in difficulty. If the student answers incorrectly, the questions become easier, narrowing in on the student's achievement level. A more detailed overview can be found at [www.nwea.org](http://www.nwea.org) or in the [Parent Toolkit](#).

A RIT score measures student achievement and growth. The RIT scale ranges from 100 to 300 and a typical 3rd-grade student scores between 180-200 and the typical high school student will score at the 220 to 260 level.

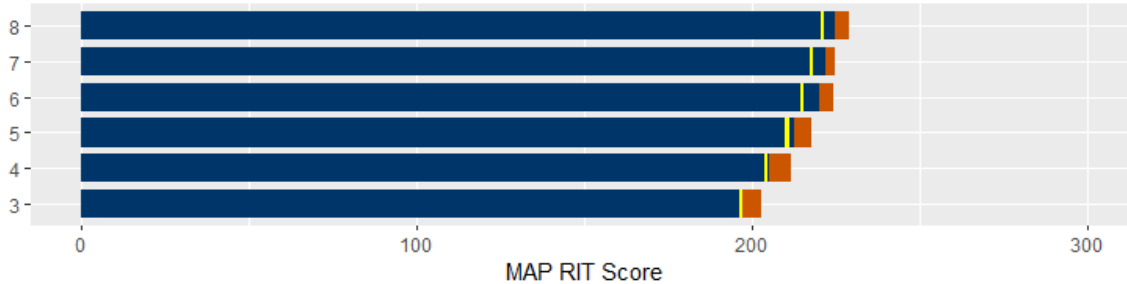
## 2020 Mean Norms (RIT Values)

Grade	Reading			Mathematics		
	Fall	Winter	Spring	Fall	Winter	Spring
K	136.65	146.28	153.09	139.56	150.13	147.11
1	155.00	165.85	171.40	160.05	170.18	176.40
2	172.35	181.20	185.57	175.04	184.07	189.42
3	186.62	193.90	197.12	188.48	196.23	201.08
4	196.67	202.50	204.83	199.55	206.05	210.51
5	204.48	209.12	210.98	209.13	214.70	218.75
6	210.17	213.81	215.36	214.75	219.56	222.88
7	214.20	217.09	218.36	220.21	224.04	226.73
8	218.01	220.52	220.40	224.92	228.12	230.30
9	218.90	220.52	223.51	226.43	228.67	230.03
10	221.47	222.91	224.71	229.07	231.21	232.42
11	223.80	223.85	224.33	231.72	233.49	234.25

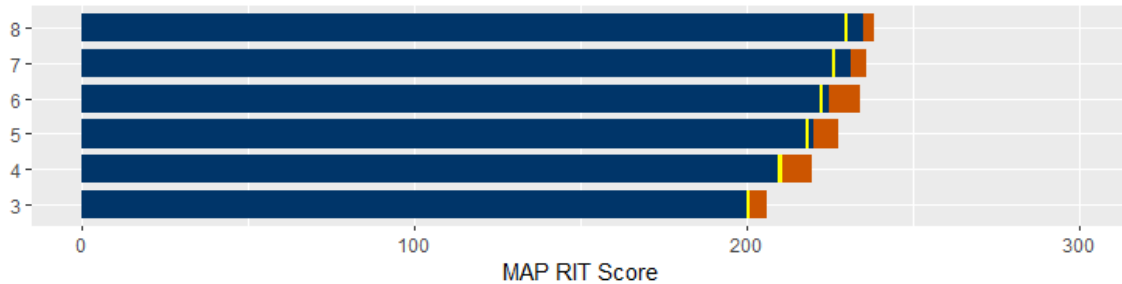
## 2022-2023 Map Scores Overview

Below is a chart with MAP Scores by grade showing the PVCSD's End of Year Mean, Start of Year Mean, in addition to the National End of Year Norm. Pleasant Valley Community School District, was well above the end of year score at the beginning of the year, across all grades, as well as finishing the year further ahead of the norms. In the 2021-22 school year, Pleasant Valley used the MAP test for very few High School students, so those results are not included.

### 2022-2023 MAP Reading Scores By Grade



### 2022-2023 MAP Math Scores By Grade



Start of Year Mean RIT
  End of Year Mean RIT
  2020 NWEA MAP End of Year Norm

## MAP Results By Grade Over Time

Below you will find the last five years of MAP data at each grade level. 50% of students should meet their growth target. The MAP test was not given in the spring of 2020.

Reading 3rd Grade					Math 3rd Grade			
	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target
18-19	196.5	206.2	10	52%	196.8	210.6	14	56%
19-20	195	N/A	N/A	N/A	198	N/A	N/A	N/A
20-21	199.8	203.6	4	32%	199.1	206.4	7	36%
21-22	196	205.1	9	53%	194.5	208.3	14	62%
22-23	195	202.7	8	43%	195.1	205.9	11	45%

Reading 4th Grade					Math 4th Grade			
	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target
18-19	207.2	214.1	7	51%	211.1	224.8	14	69%
19-20	207.6	N/A	N/A	N/A	209.8	N/A	N/A	N/A
20-21	210.8	213.2	3	32%	212.2	218.7	7	41%
21-22	206.1	211.9	6	48%	207.7	220.6	13	65%
22-23	205.3	211.6	6	46%	207.5	219.5	12	62%

Reading 5th Grade					Math 5th Grade			
	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target
18-19	214.8	221.1	6	57%	224.1	235	11	51%
19-20	215	N/A	N/A	N/A	224.3	N/A	N/A	N/A
20-21	215.8	218.5	3	45%	222.3	227.3	5	35%
21-22	214.3	219.2	5	51%	220.4	230.4	10	52%
22-23	212.6	217.6	5	54%	220.1	227.3	7	38%

Reading 6th Grade					Math 6th Grade			
	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target
18-19	221	226.3	5	60%	228.7	237.7	9	52%
19-20	220.8	N/A	N/A	N/A	228.4	N/A	N/A	N/A
20-21	221.5	223.5	2	45%	227.7	234	6	52%
21-22	219.8	223.7	4	53%	225.5	235	10	60%
22-23	219.9	224.3	5	56%	224.8	233.9	9	57%

Reading 7th Grade					Math 7th Grade			
	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target
18-19	223.1	228.5	5	64%	234	240.3	6	48%
19-20	224.3	N/A	N/A	N/A	235.8	N/A	N/A	N/A
20-21	224.5	226.9	2	51%	231.3	236.4	5	54%
21-22	223.1	227.4	4	60%	231.4	235.7	4	36%
22-23	222	224.8	3	47%	231.4	236.1	5	38%

Reading 8th Grade					Math 8th Grade			
	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target	Fall Mean RIT	Spring Mean RIT	Mean Growth	% Meeting Growth Target
18-19	227.5	230.7	3	53%	239.4	243.8	4	46%
19-20	228.2	N/A	N/A	N/A	239.5	N/A	N/A	N/A
20-21	229.8	231	1	47%	236.7	240.3	4	50%
21-22	226.2	227.6	1	45%	235.4	239.9	5	47%
22-23	224.8	228.9	4	59%	235.2	238.4	3	41%

# NOTICE OF NONDISCRIMINATION

It is the policy of the Pleasant Valley 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. Further, the board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

The district 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.

The district is committed to the policy that no otherwise qualified person will be excluded on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, religion, disability, or age. Further, the board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

Inquiries concerning the application of federal and state nondiscrimination statutes and the implementing regulations to the district may be referred to Jill Kenyon, who has been designated by the district as Educational Equity Coordinator, or to the Director of the Office for Civil Rights, Department of HEW, Washington, D.C. Jill Kenyon's office is at Pleasant Valley Administration Center, 525 Belmont Rd., Bettendorf, Iowa 52722; telephone (563) 332-5550.

*Brian Strusz, Superintendent*

REQUEST TO UPDATE STUDENT IDENTITY

\_\_\_\_\_  
(Student's current name on registration)

\_\_\_\_\_  
(Student ID)

Please update my student's names, pronouns, and/or gender identities on my student's registration paperwork to include all of the following:

\_\_\_\_\_  
(Names)

\_\_\_\_\_  
(Pronouns)

\_\_\_\_\_  
(Gender identities)

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

## Administration of Medication to Students

Pleasant Valley Community School District is committed to the inclusion of all students in the education program and recognizes that some students may need prescription and nonprescription medication to participate in their educational program.

Medication shall be administered when the student's parent or guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration.

### MEDICATIONS SHALL NOT BE ADMINISTERED UNLESS THE FOLLOWING REQUIREMENTS ARE MET:

- I. Prescribed medication shall be sent to school in the original prescription container which shall be labeled with:
  - a. Name of student
  - b. Name of medication
  - c. Directions for use
  - d. Name of ~~physician~~prescriber
  - e. Name and address of pharmacy
  - f. Date of prescription
  
- II. Over-the-counter medication will be given if the following conditions are met:
  - a. The medication is in an original container.
  - b. The container has the child's name on the outside.
  - c. A signed note from the parent must accompany the medication indicating to the school the time the medications are to be given and the amount of the medication to be given.

Persons administering medication shall include authorized practitioners, such as licensed registered nurses and physicians, and persons to whom authorized practitioners have delegated the administration of medication (who have successfully completed a medication administration course). A medication administration course and periodic update shall be conducted by the school nurse, and a record of course completion shall be maintained by the school.

- III. A written medication administration record shall be on file including:
  - date;
  - student's name;
  - prescriber or person authorizing administration;
  - **name of** medication;
  - medication dosage;
  - administration time;
  - administration method;
  - signature and title of the person administering medication; and

- any unusual circumstances, actions, or omissions.
- IV. When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by an authorized practitioner with the student and the student's parent. Students who have demonstrated competence in administering their own medications and have parental permission may self-administer their medication. A written statement by the student's parent shall be on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma or other airway constricting diseases or students at risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parent and prescribing licensed health care professional regardless of competency.
- V. Students with non-emergency complaints sometimes request common over the counter medication such as acetaminophen, ibuprofen, cough drops, or antacid. Students may receive such medication with parental consent either verbally or by signing consent on the ~~Health and Emergency Information card~~ **online registration**.
- VI. Medication shall be stored in a secure, locked area unless an alternate provision is documented. Emergency protocols for medication-related reactions shall be posted. Medication information shall be confidential information as provided by law. The school district is not responsible for any reaction that may occur as a result of taking this medication.
- VII. Disposal of unused, discontinued/recalled, or expired medication shall be in compliance with federal and state law. Prior to disposal school personnel shall make a reasonable attempt to return medication to student families by providing written notification that expired, discontinued, or unused medications need to be picked up. If medication is not picked up by the date specified, disposal shall be in accordance with the disposal procedures for the specific category of medication. School districts are not to dispose of controlled substances, nor are they to transport controlled substances for disposal. School districts should contact the School Resource Officer, local law enforcement, or their local DEA for assistance in disposal of controlled substances if they are not picked up by student families.

Date of Adoption:

Adopted 7-21-97  
Amended 11-20-00  
Amended 3-7-05  
Reapproved 8-25-08  
Amended 8-24-09  
Reapproved 5-26-15  
Revised 8-8-16

Legal Reference: Disposing on Behalf of Ultimate Users, 79 Fed. Reg. 53520, 53546 (Sept. 9, 2014).

Iowa Code §§124.101(1); 147.107; 152.1; 155A.4 (2); 280.16; 280.23.

281 IAC §41.404(3)  
657 IAC §8.32(124); §8.32(155A).  
655 IAC §6.2(152).

Cross Reference: 506 Student Records  
507 Student Health and Well-Being  
603.3 Special Education  
607.2 Student Health Services

Related Administrative Rules and Regulations: [NPA IAC 281.14.1](#)  
[NPA IAC 655.Ch6](#)

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AUTHORIZATION-ASTHMA, AIRWAY CONSTRICTING, OR RESPIRATORY DISTRESS MEDICATION  
SELF-ADMINISTRATION CONSENT FORM

Medication	Dosage	Route	Time
------------	--------	-------	------

\_\_\_\_\_  
Purpose of Medication & Administration /Instructions

_____ Special Circumstances	_____ / _____ / _____ Discontinue/Re-Evaluate/ Follow-up Date
--------------------------------	---------------------------------------------------------------------

_____ Prescriber's Signature	_____ / _____ / _____ Date
---------------------------------	-------------------------------

_____ Prescriber's Address	_____ Emergency Phone
-------------------------------	--------------------------

- I request the above-named student possess and self-administer asthma medication, bronchodilators canisters or spacers, or other airway constricting disease medication(s) and/or an epinephrine auto-injector at school and in school activities according to the authorization and instructions.
- I understand the school district and its employees acting reasonably and in good faith shall incur no liability for any improper use of medication or an epinephrine auto-injector or for supervising, monitoring, or interfering with a student's self-administration of medication or use of an epinephrine auto-injector. I acknowledge that the school district is to incur no liability, except for gross negligence, as a result of self-administration of medication or use of an epinephrine auto-injector by the student.
- I agree to coordinate and work with school personnel and notify them when questions arise or relevant conditions change.
- I agree to provide safe delivery of medication and equipment to and from school and to pick up remaining medication and equipment.
- I agree the information is shared with school personnel in accordance with the Family Educational Rights and Privacy Act (FERPA) and any other applicable laws.
- I agree to provide the school with back-up medication approved in this form.
- *(Student maintains self-administration record.)*

_____ Parent/Guardian Signature (agreed to above statement)	_____ / _____ / _____ Date
-------------------------------------------------------------------	-------------------------------

_____ Parent/Guardian Address	_____ Home Phone
----------------------------------	---------------------

\_\_\_\_\_  
Business Phone

\_\_\_\_\_  
Self-Administration Authorization Additional Information

PARENTAL AUTHORIZATION AND RELEASE FORM FOR THE ADMINISTRATION OF MEDICATION OR SPECIAL HEALTH SERVICES TO STUDENTS

Student's Name (Last), (First), (Middle) / / Birthday School / / Date

School medications and special health services are administered following these guidelines:

- Parent has provided a signed, dated authorization to administer prescription medication and/or provide special health services listed. Electronic signatures meet the requirement of written signatures.
• The prescribed medication is in the original, labeled container as dispensed.
• The prescription medication label contains the student's name, name of the medication, the medication dosage, time(s) to administer, route to administer, and date.
• Authorization is renewed annually and as soon as practical when the parent notifies the school that changes are necessary.

Prescribed Medication Dosage Route Time at School

Special Health Services and instructions, in indicated:

Four horizontal lines for entering special health services and instructions.

/ / Discontinue/Re-Evaluate/Follow-up Date for Prescribed Medication or Special Health Services Listed

Prescriber's Signature Date And credentials (when indicated for health service delivery)

Parent/Guardian Signature Date

Parent/Guardian address Home Phone

Additional Information Business Phone

Two horizontal lines for additional information.

Authorization Form

PARENTAL AUTHORIZATION AND RELEASE FORM FOR INDEPENDENT SELF CARRY AND ADMINISTRATION OF PRESCRIBED MEDICATION OR INDEPENDENT DELIVERY OF HEALTH SERVICES BY THE STUDENT

Student's Name (Last), (First), (Middle) Birthday School Date

I request the above-named student (Parent/Guardian initial all that apply)

Carry and complete co-administration of prescribed medication, when competency has been demonstrated to licensed health personnel working under the auspices of the school. In accordance with applicable laws, students with asthma, airway constricting diseases, respiratory distress or students at risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parents and prescribing licensed health care professional regardless of competency. The information provided by the parent for medication administration is confidential as provided by the Family Education Rights and Privacy Act (FERPA) and any other applicable laws. I agree to provide safe delivery of the medication to and from school and to pick up remaining medication at the end of the school year or when medication is expired. If the students abuses the self-administration policy, the ability to self-administer may be withdrawn by the school or discipline may be imposed, after notification is provided to the student's parent.

Prescribed Medication Dosage Route Time at School

Co-administer, participate in planning, management and implementation of special health services at school and school activities after demonstration of proficiency to licensed health personnel working under the auspices of the school. The information provided by the parent for health service delivery is confidential as provide by the Family Education Rights and Privacy Act (FERPA) and any other applicable laws. I agree to coordinate and work with school personnel and the prescriber (if indicated) when questions arise. I agree to provide safe delivery of the student's equipment necessary for health service delivery to and from school and to pick up remaining equipment at the end of the school year.

Special Health Services Delivery:

Blank lines for Special Health Services Delivery.

Procedures for abandoned medication disposal shall be in accordance with applicable laws.

Prescriber's Signature and credentials (when indicated for health service delivery) Date

Parent/Guardian Signature Date

Parent/Guardian address Home phone

PARENTAL AUTHORIZATION AND RELEASE FORM FOR THE ADMINISTRATION  
OF VOLUNTARY SCHOOL STOCK OF OVER-THE-COUNTER MEDICATION TO  
STUDENTS

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Student's Name (Last), (First), (Middle)      Birthday      School      Date

The district supplies the following nonprescription, over-the-counter medications that are listed below. Generic brands may be substituted:

- *Acetaminophen administered per manufacturer label*
- *Throat Lozenges administered per manufacturer label*
- *Other: \_\_\_\_\_ administered per manufacturer label (Please Specify)*
- *Other: \_\_\_\_\_ administered per manufacturer label (Please Specify)*
- *Other: \_\_\_\_\_ administered per manufacturer label (Please Specify)*
- *Other: \_\_\_\_\_ administered per manufacturer label (Please Specify)*

Voluntary school stock of nonprescription, over-the-counter medications are administered following these guidelines:

- Parent has provided a signed, dated annual authorization to administer of the nonprescription, over-the-counter medication(s) listed according to the manufacturer instructions. Electronic signature meets the requirement of written signature.
- The nonprescription, over-the-counter medication is in the original, labeled container and dispensed per the manufacturing label.
- All other nonprescription, over-the-counter medication not listed will require a written parent authorization and supply for the over-the counter medication.
- Supplements are not nonprescription, over-the-counter medications approved by the Federal Drug Administration and are **NOT** applicable.
- Nonprescription, over-the-counter medications approved by the Federal Drug Administration that require emergency medical service (EMS) notification after administration are **NOT** applicable.
- Persons administering nonprescription, over-the-counter medication include licensed health personnel working under the auspices of the school and individuals, whom licensed health personnel have delegated the administration of medication with valid certification who have successfully completed a medication administration course approved by the department and annual medication administration procedural skills check.
  - Districts stocking the administration of a voluntary stock of nonprescription, over-the-counter medications, collaborate with licensed health personnel to develop and adopt a protocol shared with the parent to define at a minimum:
    - when to contact the parent when a nonprescription medication, over the counter medication is administered;

- documentation of the administration of the nonprescription, over-the-counter medication and parent contact;
- a limit to the administration of a school's stock nonprescription, over-the-counter medications that would require a prescriber signature for further administration of a school's nonprescription, over-the-counter medications for the remaining school year;
- the development of an individual health plan for ongoing medication administration or health service delivery at school.

I request that the above-named student receive the voluntary stock nonprescription, over-the-counter medications supplied by the school in accordance with the district guidelines and protocol.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Address

\_\_\_\_\_  
Home Phone

## SPECIAL HEALTH CARE PROCEDURES

- I. Special Health Services: Some students need special health services to participate in their educational program. These students shall receive special health services concomitant with their educational program. Licensed health personnel shall provide special health services under the auspices of the school. The duties of the licensed health personnel include:
  - a. to participate as a member of the education team;
  - b. to provide the health assessment;
  - c. to plan, implement, and evaluate the written individual health plan;
  - d. to plan, implement, and evaluate special emergency health services;
  - e. to serve as liaison and encourage participation and communication with health service agencies and individuals providing health care;
  - f. to provide health consultation, counseling, and instruction to the student; the parents, and the staff in conjunction with the prescriber;
  - g. to maintain a record of special health services; **Refer to IAC 28114.2(a)7**
  - h. to report unusual circumstances to the prescriber, parent, and school administration; and
  - i. to assign, delegate, instruct, provide technical assistance to and supervise qualified designated personnel.
  - ~~j. and to~~ **Update knowledge and skills** to meet special health service needs.
  
- II. Prior to the provision of special health services the following shall be on file:
  - a. a written statement by the prescriber detailing the specific method and schedule of the special health service, when indicated;
  - b. a written statement by the student's parent requesting the provision of the special health service;
  - c. a written report of the preplanning staffing or meeting of the education team; and
  - d. a written individual health plan available in the health record and integrated **into the IEP or 504 plan, if applicable.**
  
- III. Licensed health personnel, in collaboration with the education team, shall determine the special health services to be provided and the qualifications of individuals performing the special health services. The documented rationale shall include the following:
  - a. an analysis and interpretation of the special health service needs, health status stability, complexity of the service, predictability of the service outcome, and risk of improperly performed service;
  - b. the determination that the special health service, task, procedure, or function is part of the person's job description;
  - c. the determination of the assignment and delegation, based on the student's needs; **and qualifications of school personnel performing health services.**
  - d. a review of the designated person's competence; and
  - e. the determination of initial and ongoing level of supervision, **monitoring and evaluation** required to ensure **safe**, quality services.

- IV. Licensed health personnel shall supervise the special health services, define the level of **frequency of** supervision and document the supervision.
- V. Licensed health personnel shall instruct qualified designated personnel to deliver and perform special health services contained in the individual health plan. Documentation of instruction, **written consent of personnel**, and periodic updates shall be on file at the school.
- VI. Parents shall provide the usual equipment, supplies, and necessary maintenance for such. The equipment shall be stored in a secured area. Personnel responsible for the equipment shall be designated in the individual health plan.
- ~~VII. Qualified designated personnel, other than licensed health personnel, shall be presumed to agree to provide the special health service unless presenting to district personnel a signed written refusal to provide such service.~~
- ~~VIII. Special health care procedures required during school which cannot be managed otherwise  
shall be carried out when the following are on file at school:
  - ~~a. A physicians signed, dated authorization detailing the procedure, time of school administration, and anticipated results and/or side effects. The step-by-step procedure may be attached to the authorization/permission slip. The designated person to perform the procedure shall be written.~~
  - ~~b. A parent's signed, dated authorization/permission to carry out the procedure.~~~~
- VII. e.Provision of supplies, equipment, and maintenance are the responsibility of the parent.

IT SHALL NOT BE THE DUTY OR THE RESPONSIBILITY OF THE DISTRICT TO DETERMINE IF THE CORRECT MEDICATION IS SUPPLIED BY THE PARENT IN THE MARKED CONTAINER.

Date of Adoption:

Adopted 7-21-97  
Reapproved 11-20-00  
Reapproved 8-25-08  
Reapproved 5-26-15  
Revised 8-8-16

Legal Reference: Iowa Code 280.41.405, IAC 281.24.2, IAC 280.23.





PARENTAL AUTHORIZATION AND RELEASE FORM FOR THE ADMINISTRATION OF A VOLUNTARY SCHOOL SUPPLY OF STOCK MEDICATION FOR LIFE THREATENING INCIDENTS

Student's Name (Last), (First), (Middle) Birthday School Date

The district seeks to provide a safe environment for students, staff, and visitors who are at risk of potentially life-threatening incidents The district supplies the following prescription medications for life threatening incidents that are listed below. Generic brands may be substituted, (select all that apply):

- Epinephrine auto-injectors
Bronchodilator
Bronchodilator Canisters and Spacers
Opioid Antagonist

Pursuant to state law, the school district or and its employees are to incur no liability for any injury arising from the provision, administration, failure to administer, or assistance in the administration of the selected prescription medications supplied by the school for life threatening incidents provided they have acted reasonably and in good faith.

The parent or guardian shall sign consent for the student to receive the voluntary school supply of stock medication listed for life threatening incidents and sign a statement acknowledging that the school district is to incur no liability as a result of administration of a prescription medication for life threatening incidents provided the school district to have acted reasonably and in good faith.

Electronic signature meets the requirement of written signature.

- I request the above-named student be administered the voluntary stock supply of prescription medication, in the name of the school district, by a school nurse or personnel trained and authorized to administer to a student who acting reasonably and in good faith perceives the student may be experiencing symptoms associated with a life threatening incident following the administration instructions listed as identified in the required annual awareness training associated with the stock medication(s) above and after completion of the medication administration course requirements
I understand the school district and its employees acting reasonably and in good faith shall incur no liability as a result of administration of the prescription medication(s) for life threatening incidents provided the school district to have acted reasonably and in good faith.

Parent/Guardian Signature (agreed to the above statement)

Date

### Stock Prescription Medication Supply

The Pleasant Valley Community School District seeks to provide a safe environment for students, staff, and visitors who are at risk of potentially life-threatening incidents including severe allergic reactions, respiratory distress and opioid overdose. Therefore, it is the policy of the district to annually obtain a prescription for epinephrine auto-injectors, bronchodilator canisters and spacers and/or opioid antagonists from a licensed health care professional, in the name of the school district, for administration by a school nurse or personnel trained and authorized to administer to a student or individual who may be experiencing an anaphylactic reaction, respiratory distress or acute opioid overdose.

**Procurement and maintenance of supply:** The district shall stock a minimum of the following for each attendance center: *[select supply of stock medication district will voluntarily provide]*

- *One pediatric dose and one adult dose epinephrine auto-injector;*
- *One short acting bronchodilator canister and spacer;*
- *One dose naloxone or other opioid antagonist.*

The supply of such medication shall be maintained in a secure, easily accessible area for an emergency within the school building, or in addition to other locations as determined by the school district.

The school nurse shall routinely check stock of medication and document in a log monthly:

- The expiration date;
- Any visualized particles or color change for epinephrine auto-injectors;; or
- Bronchodilator canister damage.

The employee shall be responsible for ensuring the district replaces, as soon as reasonably possible, any logged epinephrine auto-injector bronchodilator canister or spacer or opioid antagonist that is empty after use, damaged or, close to expiration., The district shall dispose of stock medications and delivery devices in accordance with state laws and regulations.

**Training:** A school nurse or personnel trained and authorized may provide or administer any of the medication listed in this policy from a school supply to a student or individual if the authorized personnel or school nurse reasonably and in good faith believes the student or individual is having an anaphylactic reaction, respiratory distress, asthma or other airway-constricting disease, or opioid overdose. Training to obtain a signed certificate to become personnel authorized to administer an epinephrine auto-injector, bronchodilator canister or spacer or opioid antagonist shall consist of the requirements of medication administration established by law and an annual anaphylaxis, asthma, other airway-constricting disease, opioid overdose training program approved by the Department of Education. .

Authorized personnel will be required to retake the medication administration course, training program and provide a procedural skills demonstration to the school nurse demonstrating competency in the administration of stock epinephrine auto-injectors, bronchodilator canister or spacer or opioid antagonists to retain authorization to administer these medications if the following occur:

- Failure to administer an epinephrine auto-injector , bronchodilator canister or spacer or opioid antagonist according to generally accepted standards of practice (“medication error”); or
- Accidental injection injury to school personnel related to improperly administering the medication (“medication incident”).

**Reporting:** Authorized personnel will contact the school nurse or emergency medical services (911) immediately after a stock bronchodilator canister is administered to a student or individual. The school nurse retains accountability for professional nursing judgment with the administration of stock bronchodilator and whether to contact emergency medical services in accordance with Iowa laws.

The district will contact emergency medical services (911) immediately after a stock epinephrine auto-injector, or stock opioid antagonist is administered to a student or individual. The school nurse or authorized personnel will remain with the student or individual until emergency medical services arrive.

Within 48 hours, the district will report to the Iowa Department of Education:

- Each medication incident with the administration of stock epinephrine, bronchodilator canister or spacer, or opioid antagonist;
- Each medication error with the administration of stock epinephrine, bronchodilator canister or spacer, or opioid antagonist; or
- The administration of a stock epinephrine auto-injector or opioid antagonist.

As provided by law, the district, board, authorized personnel or school nurse, and the prescriber shall not be liable for any injury arising from the provision, administration, failure to administer, or assistance in the administration of an epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist provided they acted reasonably and in good faith.

The superintendent may develop an administrative process to implement this policy.

***NOTE: Districts are not required by law to stock and maintain a supply of epinephrine auto-injectors, bronchodilator canister or spacer, or opioid antagonist. However, if a district decides to stock and maintain a supply of these medications, the board is required to establish a policy.***

**NOTE: For additional information, training resources and reporting forms regarding voluntary stock medication, please visit the Department of Education’s page titled “School Nurse Resources” and scroll down to “Stock Medications,” located at <https://educateiowa.gov/pk-12/learner-supports/school-nurse/school-nurse-resources>.**

Legal Reference: Iowa Code §§ 135.185; 190; 279.8.  
 281 I.A.C. 14.3.  
 655 I.A.C 6.2(2)

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<b>I.C. Iowa Code</b>	<b>Description</b>
Iowa Code § 135.185	Epi-pen Supply
Iowa Code § 279.8	Directors - General Rules - Bonds of Employees

<b>I.A.C. Iowa Administrative Code</b>	<b>Description</b>
281 I.A.C. 14.3	Epi-pen Stock
655 I.A.C 6	Nursing

### **Student Disclosure of Identity**

It is the goal of the district to provide a safe and supportive educational environment in which all students may learn. As part of creating that safe educational environment, no employee of the district will provide false or misleading information to the parent/guardian of a student regarding that student's gender identity or intention to transition to a gender that is different from their birth certificate or certificate issued upon adoption.

If a student makes a request to a licensed employee to accommodate a gender identity, name, or pronoun that is different from what was assigned to the student in the student's registration forms or records, the licensed employee is required by Iowa law to report the request to an administrator. The school administrator receiving the report is required by Iowa law to report the request to the student's parent/guardian. This requirement also applies to all nicknames.

To maintain compliance with Iowa law and also provide efficiency in the reporting requirements listed above, the Superintendent will provide the opportunity for parents and guardians to list in the student's registration paperwork any and all nicknames used for students.

Approved

Reviewed

Revised

Date of Adoption:

Legal Reference:

REPORT OF STUDENT DISCLOSURE OF IDENTITY

Dear (Parent/Guardian) \_\_\_\_\_,

This letter is to inform you that your student (student's name listed on registration) \_\_\_\_\_ has made a request of a licensed employee to (check all that apply):

\_\_\_\_\_ make an accommodation that is intended to affirm the student's gender identity as follows:

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\_\_\_\_\_ use a name, pronoun or gender identity that is different from the name, pronoun and/or gender identity listed on the student's school registration forms. The name, pronoun, or gender identity requested is \_\_\_\_\_.

If you would like to amend the student's registration paperwork to permit the student's requested accommodation and/or include the use of the above-referenced name/pronoun/gender identity, please complete the attached form and return it to the district administration office.

Sincerely,

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date

REQUEST TO UPDATE STUDENT IDENTITY

\_\_\_\_\_  
(Student's current name on registration)

\_\_\_\_\_  
(Student ID)

Please update my student's names, pronouns, and/or gender identities on my student's registration paperwork to include all of the following:

\_\_\_\_\_  
(Names)

\_\_\_\_\_  
(Pronouns)

\_\_\_\_\_  
(Gender identities)

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_



## SCHOOL LIBRARY

The school district will maintain a school library in each building for use by school district personnel and by students during the school day.

Material for the libraries will be acquired according to board policy ~~603.8~~ "Instructional Materials Procedures". The district ~~may~~ **shall** provide access to all parents and guardians of students enrolled in the district or other members of the school community an online catalog of all books available to students in the school libraries. This access will be displayed on the school district's website. Any challenges to library materials will be handled following the process for handling challenges to instructional and library materials as established in board policy ~~603.8E4~~.

It is the responsibility of the principal of the building in which the school library is located to oversee the use of materials in the library.

It is the responsibility of the superintendent to develop procedures for the selection and replacement of both library and instructional materials, for the acceptance of gifts, for the weeding of library and instructional materials, and for the handling of challenges to either library or classroom materials.

Approved 12/19/2022

Reviewed

Revised

Date of Adoption:  
August 7, 1989  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Revised 12-1-08  
Reapproved 08-09-10  
Reapproved 5-26-15

Legal Reference: Iowa Code §§ 256.7(24); 279.8; 280.14;301. 281 I.A.C. 12.3 (11), (12).

## HEALTH EDUCATION

Students in grade levels one through twelve will receive, as part of their health education, instruction about personal health; food and nutrition; environmental health; safety and survival skills; consumer health; family life; human growth and development; substance abuse and non-use, including the effects of alcohol, tobacco, drugs and poisons on the human body; human sexuality; self-esteem; stress management; interpersonal relationships; emotional and social health; health resources; prevention and control of disease; and communicable diseases. The purpose of the health education program is to help each student protect, improve and maintain physical, emotional and social well-being.

The areas stated above are included in health education and the instruction is adapted at each grade level to aid understanding by the students.

Parents who object to health education instruction in human growth and development may file a written request that the student be excused from the instruction. The written request will include a proposed alternate activity or study acceptable to the superintendent. The superintendent will have the final authority to determine the alternate activity or study.

Legal Reference: Iowa Code §§ 256.11; 279.8; 80; 280.3-.14.  
281 I.A.C. 12.5.

<b>I.C. Iowa Code</b>	<b>Description</b>
Iowa Code § 256.11	<a href="#">DE - Educational Standards</a>
Iowa Code § 279.8	<a href="#">Directors - General Rules - Bonds of Employees</a>
Iowa Code § 280	<a href="#">Uniform School Requirements</a>
<b>I.A.C. Iowa Administrative Code</b>	<b>Description</b>
281 I.A.C. 12.5	<a href="#">General Accreditation Standards - Education Program</a>

Approved

Reviewed

Revised

**HUMAN GROWTH AND DEVELOPMENT STUDENT EXCUSE FORM**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Phone #: \_\_\_\_\_

Please list the curricular objective(s) from which you wish to have your child excused and the class or grade in which each is taught. An example is provided for you to follow.

<u>Objective</u>	<u>Class / Grade</u>
Ex. To understand the consequences of responsible and irresponsible sexual behavior.	Health Education / 6

1.

2.

3.

4.

5.

6.

7.

8.

I have reviewed the Human Growth and Development program goals, objectives, and materials and wish my child to be excused from class when these objectives are taught. I understand my child will incur no penalty but may/will be required to complete an alternative assignment that relates to the class and is consistent with assignments required of all students in the class.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent or Guardian)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(School Administrator)

Approved

Reviewed

Revised

Legal Reference:

## INSTRUCTIONAL MATERIALS PROCEDURES

### Selection:

The board has sole responsibility to approve instructional materials for the school district. The board delegates its authority to determine which instructional materials will be utilized and purchased by the school district to licensed employees. The licensed employees will work closely together to ensure vertical and horizontal articulation of textbooks in the education program.

In reviewing current instructional materials for continued use and in selecting additional instructional materials, licensed employees will consider the current and future needs of the school district as well as the changes and the trends in education and society. It is the responsibility of the superintendent to report to the board the action taken by licensed employees.

In making its recommendations to the superintendent or designee, the licensed employees will select materials which:

- Support the education philosophy, goals and objectives of the school district;
- Consider the needs, age, and maturity of students;
- Are within the school district's budget;
- Foster respect and appreciation for cultural diversity and difference of opinion;
- Stimulate growth in factual knowledge and literary/artistic appreciation;
- Encourage students to become decision-makers, to exercise freedom of thought and to make independent judgment through the examination and evaluation of relevant information, evidence and differing viewpoints;
- Portray the variety of careers, roles, and lifestyles open to persons of both sexes;
- Increase an awareness of the rights, duties and responsibilities of each member of a multicultural society.

The criteria stated above for selection of instructional materials will also apply to the selection of textbooks. In the case of textbooks, the board will make the final decision after a recommendation from the superintendent or designee. The superintendent or designee may appoint licensed employees to assist in the selection of textbooks.

Gifts of instructional materials must meet the criteria stated above for the selection of instructional materials and school board policy 802.6, "~~Gifts, Grants and Bequests~~".

The superintendent or designee will establish additional criteria to guide the selection of instructional materials through administrative regulation, ensuring alignment with educational goals and compliance with laws.

Inspection:

Parents and other members of the school district community may view the instructional and library materials used by the students. All instructional materials, including teacher's manuals, films, tapes or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any federally funded programs must be available for inspection by parents.

Instructional and library materials may be viewed on school district premises [during regular school hours](#).

[The district will publish on the district's website a comprehensive list of all books available to students in libraries operated by the school district.](#)

It is the responsibility of the superintendent or designee to develop administrative regulations regarding the inspection of instructional materials.

Objection:

Members of the school district community may object to the instructional and library materials utilized in the school district and ask for their use to be reconsidered.

It is the responsibility of the superintendent or designee, in conjunction with the principals, to develop administrative regulations for reconsideration of instructional materials. [Information related to the process for reconsideration of instructional and library materials will be made available on the district's website.](#)

Parents or guardians of students enrolled in the district have the ability to request that their student not be able to check out certain library materials. [For purposes of prohibiting access to instructional materials, Iowa law has defined instructional materials to mean either printed or electronic textbooks and related core materials that are written and published primarily for use in elementary school and secondary school instruction and are required by a state educational agency or district for use by students in the student's classes by the teacher of record. Instructional materials does not include lesson plans.](#)

Approved 12/19/2022

Reviewed

Revised

Date of Adoption:  
May 25, 1970  
Amended 3-8-76  
Amended 3-14-83

Reapproved 6-16-86  
Reapproved 8-7-89  
Amended 2-17-92  
Amended 11-16-92  
Reapproved 12-4-00  
Revised 12-1-08  
Reapproved 08-09-10  
Reapproved 5-26-15  
Revised 8-8-16

Legal Reference: Date of Adoption: Goals 2000: Educate America Act, Pub. L. No. 103-227, 108 Stat. 125 (1994). Iowa Code §§ 279.8; 74; 280.3, .14; 301, 281 I.A.C. 12.3 (12)

### Use of Information Resources

In order for students to experience a diverse curriculum, the board encourages employees to supplement their regular curricular materials with other resources. In so doing, the board recognizes that federal law makes it illegal to duplicate copyrighted materials without authorization of the holder of the copyright, except for certain exempt purposes. Severe penalties may be imposed for plagiarism, unauthorized copying or using of media, including, but not limited to, print, electronic and web-based materials, unless the copying or using conforms to the "fair use" doctrine. Under the "fair use" doctrine, unauthorized reproduction of copyrighted materials is permissible for such purposes as criticism, comment, news reporting, teaching, scholarship or research providing that all fair use guidelines are met.

While the school district encourages employees to enrich the learning programs by making proper use of supplementary materials, it is the responsibility of employees to abide by the school district's copying procedures and obey the requirements of the law. In no circumstances shall it be necessary for school district staff to violate copyright requirements in order to perform their duties properly. The school district will not be responsible for any violations of the copyright law by employees or students. Violation of the copyright law by employees may result in discipline up to, and including, termination. Violation of the copyright law by students may result in discipline, up to and including, suspension or expulsion.

Parents or others who wish to record, by any means, school programs or other activities need to realize that even though the school district received permission to perform a copyrighted work, that does not mean outsiders can copy it and re-play it. Those who wish to do so should contact the employee in charge of the activity to determine what the process is to ensure the copyright law is followed. The school district is not responsible for outsiders violating the copyright law or this policy.

Any employee or student who is uncertain as to whether reproducing or using copyrighted material complies with the school district's procedures or is permissible under the law should contact an administrator or teacher-librarian who will also assist employees and students in obtaining proper authorization to copy or use protected material when such authorization is required.

It is the responsibility of the superintendent, in conjunction with ~~an administrator~~, **the [principal, teacher, or teacher-librarian]** to develop administrative regulations regarding this policy.

Approved

Reviewed

Revised

Date of Adoption:

August 15, 1988  
Reapproved 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Revised 12-1-08  
Reapproved 08-09-10



Reapproved 5-26-15

Legal Reference (Code of Iowa): 17U.S. Code Sec. 101 et al., 281 I.A.C.12.3 (1).

## **INSTRUCTIONS TO THE RECONSIDERATION COMMITTEE**

The policy of this school district related to the selection of learning materials states that any member of the school district community may formally challenge instructional materials and library materials used in the district's educational program. This policy allows those persons in the school and the district who are not directly involved in the selection of materials to make their own opinions known. The task of the reconsideration committee is to make an informed recommendation on the challenge. The meetings of the committee are subject to the Iowa open meetings law.

The most critical component of the reconsideration process is the establishment and maintenance of the committee's credibility in the community. For this purpose, the committee is composed of a combination of community members and licensed employees as detailed in board policy 603.8R2. The community should not, therefore, infer that the committee is biased or is obligated to uphold prior professional decisions.

The reconsideration process, the task of this committee, is just one part of the selection continuum. Materials are purchased to meet a need. It is reviewed and examined, if possible, prior to purchase. It is periodically re-evaluated through updating, discarding, or re-examination. The committee must be ready to acknowledge that an error in selection may have been made despite this process. Librarians and school employees regularly read a great number of reviews in the selection process, and occasional errors are possible.

In reconsidering challenged materials, the role of the committee, and particularly of the chairperson, is to produce a climate for meaningful discussion of disparate views. The committee should begin by finding items of agreement, keeping in mind that the larger the group participating, the greater the amount of information available and, therefore, the greater the number of possible approaches to the problem.

The committee will listen to the complainant and to those with special knowledge. The committee may include the opportunity to hear from members of the school district community. The non-voting chairperson may in special circumstances limit comments by community members. In these discussions, the committee should be aware of relevant social pressures which are affecting the situation. Individuals who may try to dominate or impose a decision must not be allowed to do so. Minority viewpoints expressed by groups or individuals must be heard, and observers must be made to feel welcome. It is important that the committee create a calm, nonvolatile environment in which to deal with a potentially volatile situation. To this end, the complainant will be kept informed of the progress of the complaint.

The committee will consider the views of all interested persons before making recommendations. In deliberating its recommendation, the committee should remember that the school system must be responsive to the needs, tastes, and opinions of the community it serves. Therefore, the committee must distinguish between broad community sentiment and attempts to impose personal standards. The deliberation should concentrate on the appropriateness of the material. The question to be answered by the committee is, "Is the material appropriate for its intended educational use?"

The committee's final recommendation will be:

- (1) to remove the challenged material from the total school environment,
- (2) to take no removal action, or
- (3) to agree on a limitation of the educational use of the materials.

The committee chairperson will instruct the Board Secretary to convey the committee's recommendation to the office of the superintendent. The recommendation should detail the rationale on which it was based. A letter will be sent to the complainant outlining the outcome.

Approved 12/19/2022

Reviewed

Revised

Legal Reference: Iowa Code §§ 279.8, 280.14, 280.3, 301, 279.74, 281 I.A.X.12.3.

RECONSIDERATION OF INSTRUCTIONAL AND LIBRARY MATERIALS  
REQUEST FORM

Request for re-evaluation of printed or multimedia material to be submitted to the superintendent.

REVIEW INITIATED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_

School(s) in which item is used \_\_\_\_\_

Relationship to school (parent, student, citizen, etc.) \_\_\_\_\_

BOOK OR OTHER PRINTED MATERIAL IF APPLICABLE:

Author \_\_\_\_\_ Hardcover \_\_\_\_\_ Paperback \_\_\_\_\_ Other \_\_\_\_\_

Title \_\_\_\_\_

Publisher (if known) \_\_\_\_\_

Date of Publication \_\_\_\_\_

MULTIMEDIA MATERIAL IF APPLICABLE:

Title \_\_\_\_\_

Producer (if known) \_\_\_\_\_

Type of material (website, online resource,  
filmstrip, motion picture, etc.) \_\_\_\_\_

PERSON MAKING THE REQUEST REPRESENTS: (circle one)

Self \_\_\_\_\_ Group or Organization \_\_\_\_\_

Name of group \_\_\_\_\_

Address of Group \_\_\_\_\_

RECONSIDERATION OF INSTRUCTIONAL AND LIBRARY MATERIALS  
REQUEST FORM

1. What brought this item to your attention?

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2. To what in the item do you object? (please be specific; cite pages, or frames, etc.)

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3. In your opinion, what harmful effects upon students might result from use of this item?

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4. Do you perceive any instructional value in the use of this item?

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---

5. Did you review the entire item? If not, what sections did you review?

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6. Should the opinion of any additional experts in the field be considered?

\_\_\_\_\_ yes                      \_\_\_\_\_ no

If yes, please list specific suggestions: \_\_\_\_\_

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7. To replace this item, do you recommend other material which you consider to be of equal or superior quality for the purpose intended?

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RECONSIDERATION OF INSTRUCTIONAL AND LIBRARY MATERIALS  
REQUEST FORM

8. Do you wish to make an oral presentation to the Review Committee?

\_\_\_\_\_ Yes (a) Please contact the Superintendent

(b) Please be prepared at this time to indicate the approximate length of time your presentation will require. Although this is no guarantee that you'll be allowed to present to the committee, or that you will get your requested amount of time.

\_\_\_\_\_ Minutes.

\_\_\_\_\_ No

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signature

## LETTER TO INDIVIDUAL CHALLENGING INSTRUCTIONAL OR LIBRARY MATERIALS

Dear:

We recognize your concern about the use of \_\_\_\_\_ in our school district. The school district has developed procedures for selection of instructional materials but realizes that not everyone will agree with every selection made.

To help you understand the selection process, we are sending copies of the school district's:

1. Instructional goals and objectives,
2. Instructional and Library Materials Selection policy statement, and
3. Procedure for reconsideration of instructional and library materials.

If you are still concerned after you review this material, please complete the Reconsideration Request Form and return it to me. You may be assured of prompt attention to your request. If I have not heard from you within one week(7 days), we will assume you no longer wish to file a formal complaint.

Sincerely,

Approved 12/19/2022

Reviewed

Revised

REQUEST TO PROHIBIT A STUDENT FROM CHECKING OUT SPECIFIC LIBRARY MATERIALS

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

REQUEST INITIATED BY \_\_\_\_\_ DATE \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_

Name of affected Student \_\_\_\_\_

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

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

Author \_\_\_\_\_ Hardcover \_\_\_\_\_ Paperback \_\_\_\_\_ Other \_\_\_\_\_

Title \_\_\_\_\_

Publisher (if known) \_\_\_\_\_

Date of Publication \_\_\_\_\_

MULTIMEDIA MATERIAL TO PROHIBIT STUDENT FROM CHECKING OUT:

Title \_\_\_\_\_

Producer (if known) \_\_\_\_\_

Type of material (filmstrip, motion picture, etc.) \_\_\_\_\_

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signature



REQUEST TO PROHIBIT A STUDENT FROM ACCESSING SPECIFIC INSTRUCTIONAL MATERIALS

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

REQUEST INITIATED BY \_\_\_\_\_ DATE \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_

Name of affected Student \_\_\_\_\_

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

BOOK OR OTHER PRINTED MATERIAL TO PROHIBIT STUDENT FROM ACCESSING:

Author \_\_\_\_\_ Hardcover  Paperback  Other

Title \_\_\_\_\_

Publisher (if known) \_\_\_\_\_

Date of Publication \_\_\_\_\_

MULTIMEDIA MATERIAL TO PROHIBIT STUDENT FROM ACCESSING:

Title \_\_\_\_\_

Producer (if known) \_\_\_\_\_

Type of material (filmstrip, motion picture, etc.) \_\_\_\_\_

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signature

## INSTRUCTIONAL MATERIALS PROCEDURES (SELECTION)

### I. Responsibility for Selection of Instructional Materials

- A. The board has sole responsibility to approve instructional materials for the school district.
- B. The responsibility for the selection of instructional materials is delegated to the professionally trained and licensed employees of the school system.
- C. While selection of materials may involve many people including principals, teacher-librarians, students, parents and community members, the responsibility for coordinating the selection of most instructional materials and making the recommendation for the purchase rests with licensed employees.
- D. Responsibility for coordinating the selection of instructional materials for distribution to classes will rest with the licensed employees, principal and superintendent.
- E. If the board appoints an ad hoc committee to make recommendations on the selection of instructional materials, the ad hoc committee is formed and appointed in compliance with the Board Policy ~~204.3~~ on Ad Hoc Committees.
  - a. The superintendent or designee will inform the committee as to their role and responsibility in the process.
  - b. The following statement is given to the ad hoc committee members:

*Bear in mind the principles of the freedom to learn and to read and base your decision on these broad principles rather than on defense of individual materials. Freedom of inquiry is vital to education in a democracy.*

*Study thoroughly all materials referred to you and read available reviews. The general acceptance of the materials should be checked by consulting standard evaluation aids and local holdings in other schools.*

*Passages or parts should not be pulled out of context. The values and faults should be weighed against each other and the opinions based on the material as a whole.*

*In the event material is challenged, your report, presenting both majority and minority opinions, will be presented by the principal to the complainant at the conclusion of our discussion of the questioned material.*

II. Material selected for use in libraries and classrooms will meet the following guidelines:

- A. Religion - Material will represent any religion in a factual, unbiased manner. The primary source material of religions is considered appropriate, but material which advocates rather than informs, or is designed to sway reader judgment regarding religion, will not be included in the school libraries or classrooms.
- B. Race - Material will present a diversity of race, custom, culture, and belief as a positive aspect of the nation's heritage and give candid treatment to unresolved intercultural problems, including those which involve prejudice, discrimination, and the undesirable consequences of withholding rights, freedom, or respect of an individual. Required material will comply with all applicable laws.
- C. Gender - Material will reflect sensitivity to the needs, rights, traits and aspirations of individuals without preference or bias. Required materials will comply with all applicable laws.
- D. Age - Material will recognize the diverse contributions of various age groups and portray the continuing contributions of maturing members of society.
- E. Ideology - Material will present basic primary and factual information on an ideology or philosophy of government which exerts or has exerted a strong force, either favorably or unfavorably, over civilization or society, past or present. This material will not be selected with the intention to sway reader judgment and is related to the maturity level of the intended audience.
- F. **Profanity and Sex** - In regards to the use of profanity and sex, material is subjected to a test of literary merit and reality by the teacher-librarians and licensed staff who will take into consideration their reading of public and community standards of morality.
- G. Controversial Issues - Controversial issues materials will be directed toward maintaining a balanced collection representing various views. ~~In regards to the use of profanity and sex, material is subjected to a test of literary merit and reality by the teacher-librarians and licensed staff who will take into consideration their reading of public and community standards of morality.~~

The selection decision should be made on the basis of whether the material presents an accurate representation of society and culture, whether the circumstances depicted are realistically portrayed, or whether the material has literary or social value when the material is viewed as a whole.

These guidelines will not be construed in such a manner as to preclude materials which accurately represent the customs, morals, manners, culture, or society of a different time or a different place.

### III. Procedure for Selection

- A. Material purchased for libraries and classrooms is recommended for purchase by licensed employees, in consultation with administrative staff, school library staff, students or an ad hoc committee as appointed by the board. The material recommended for purchase is approved by the appropriate building administrator.
- a. The materials selected will support stated objectives and goals of the school district. Specifically, the goals are:
- i. To acquire materials and provide service consistent with the demands of the curriculum;
  - ii. To develop students' skills and resourcefulness in the use of libraries and learning resources;
  - iii. To effectively guide and counsel students in the selection and use of materials and libraries;
  - iv. To foster in students a wide range of significant interests;
  - v. To provide opportunities for aesthetic experiences and development of an appreciation of the fine arts;
  - vi. To provide materials to motivate students to examine their own attitudes and behaviors and to comprehend their own duties and responsibilities as citizens in a pluralistic democracy;
  - vii. To encourage life-long education through the use of the library;
  - viii. To work cooperatively and constructively with the instructional and administrative staff in the school.
- b. Materials selected are consistent with stated principles of selection. These principles are:
- i. To select material, within established standards, which will meet the goals and objectives of the school district;
  - ii. To consider the educational characteristics of the community in the selection of materials within a given category;
  - iii. To present the sexual, racial, religious and ethnic groups in the community by:
    1. Portraying people, adults and children, whatever their ethnic, religious or social class identity, as human and recognizable, displaying a familiar range of emotions, both negative and positive.
    2. Placing no constraints on individual aspirations and opportunity.
    3. Giving comprehensive, accurate, and balanced representation to minority groups and women - in art and science, history and literature, and in all other fields of life and culture.
    4. Providing recognition of minority groups and women by showing them in positions of leadership and authority.

- iv. To intelligently, quickly, and effectively anticipate and meet needs through awareness of subjects of local, national and international interest and significance; and,
- v. To strive for impartiality in the selection process.
- c. The materials selected will meet stated selection criteria. These criteria are:
  - i. Authority-Author's qualifications - education, experience, and previously published works;
  - ii. Reliability:
    - 1. Accuracy-meaningful organization and emphasis on content, meets the material's goals and objectives, and presents authoritative and realistic factual material.
    - 2. Current-presentation of content which is consistent with the finding of recent and authoritative research.
  - iii. Treatment of subject-shows an objective reflection for the multi-ethnic character and cultural diversity of society.
  - iv. Language:
    - 1. Vocabulary:
      - a. Does not indicate bias by the use of words which may result in negative value judgments about groups of people;
      - b. Does not use "man" or similar limiting word usage in generalization or ambiguities which may cause others to feel excluded or dehumanized.
    - 2. Compatible to the reading level of the student for whom it is intended.
  - v. Format:
    - 1. Book
      - a. Adequate and accurate index;
      - b. Paper of good quality and color;
      - c. Print adequate and well spaced;
      - d. Adequate margins;
      - e. Firmly bound; and,
      - f. Cost.
    - 2. Nonbook
      - a. Flexibility, adaptability;
      - b. Curricular orientation of significant interest to students;
      - c. Appropriate for audience;
      - d. Accurate authoritative presentation;
      - e. Good production qualities (fidelity, aesthetically adequate);
      - f. Durability; and,
      - g. Cost.
    - 3. Illustrations of book and nonbook materials should:

- a. Depict instances of fully integrated grouping and settings to indicate equal status and nonsegregated social relationships.
  - b. Make clearly apparent the identity of minorities;
  - c. Contain pertinent and effective illustrations;
  - d. Flexible to enable the teacher to use parts at a time and not follow a comprehensive instructional program on a rigid frame of reference.
- vi. Special Features:
1. Bibliographies.
  2. Glossary.
  3. Current charts, maps, etc.
  4. Visual aids.
  5. Index.
  6. Special activities to stimulate and challenge students.
  7. Provide a variety of learning skills.
- vii. Potential use:
1. Will it meet the requirement of reference work?
  2. Will it help students with personal problems and adjustments?
  3. Will it serve as a source of information for teachers and librarians?
  4. Does it offer an understanding of cultures other than the student's own and is it free of racial, religious, age, disability, ethnic, gender identity and sexual stereotypes?
  5. Will it expand students' sphere of understanding and help them to understand the ideas and beliefs of others?
  6. Will it help students and teachers keep abreast of and understand current events?
  7. Will it foster and develop hobbies and special interests?
  8. Will it help develop aesthetic tastes and appreciation?
  9. Will it serve the needs of students with special needs?
  10. Does it inspire learning?
  11. Is it relevant to the subject?
  12. Will it stimulate a student's interest?
- d. Gifts of library or instructional materials may be accepted if the gift meets Board Policy ~~802.6 "Gifts, Grants and Bequests"~~ and existing criteria for library and instructional materials. The acceptance and placement of such gifts is within the discretion of the board.

- e. In order to provide a current, highly usable collection of materials, teacher-librarians will ensure constant and continuing renewal of the collection, not only the addition of up-to-date materials, but by the judicious elimination of materials which no longer meet school district needs or find use. The process of weeding instructional materials will be done according to ~~Board Policy 603.8B "Weeding of Library Media Materials"~~ **established and accepted standards for determining the relevance and value of materials in a given context.**

Approved 12/19/2022

Reviewed

Revised

Legal Reference: Iowa Code § 279.8, 280.14, 280.3, 301,279.74.

## OBJECTION TO INSTRUCTIONAL AND LIBRARY MATERIALS - RECONSIDERATION OF INSTRUCTIONAL MATERIALS REGULATION

- A. A member of the school district community may raise an objection to instructional materials used in the school district's education program. While the individuals recommending the selection of such material were duly qualified to make the selection and followed the proper procedure and observed the criteria for selecting such material, the district must be ready to acknowledge that an error in selection may have been made despite this process. School employees regularly read a great number of reviews in the selection process, and occasional errors are possible.
1. ~~The complainant will address the complaint at the lowest organizational level of licensed staff to resolve the concern. Often this will be the classroom teacher or teacher-librarian. The employee initially receiving a complaint will explain to the individual the role of the objected material in the education program, its intended educational purpose, and additional information regarding its use.~~
  2. ~~If the complainant does not feel the concern is resolved, the complainant may follow up with the building principal or designee.~~
    - a. ~~The building principal or designee and appropriate licensed staff may meet with the complainant to resolve the concern.~~
    - b. ~~The building principal or designee may explain to the individual the district's Board Policy 603.8R1 "Selection of Instructional Materials" procedure.~~
    - c. ~~The building principal or designee will direct the complainant to complete Board Policy 603.8E1 "Request for Reconsideration of Instructional and Library Materials Form". The building principal or designee will offer to assist the complainant in completing the form, but if the complainant refuses to complete the form, the complaint will be deemed invalid and no further action will be taken.~~
    - d. ~~If the complainant completes the form, the building principal will notify the Superintendent of receipt of the complaint within two school days after the reconsideration form is received.~~
    - e. ~~The materials generally will remain in use pending the outcome of the reconsideration procedure.~~
1. The complainant will address the complaint at the lowest organizational level of licensed staff. Often this will be the classroom teacher.
  2. The school official or employee receiving a complaint regarding instructional or library materials will try to resolve the issue at the lowest organizational level. The materials generally will remain in use pending the outcome of the reconsideration procedure.



- a. The school official or employee initially receiving a complaint will explain to the individual the district's selection procedure, criteria to be met by the instructional materials, and qualifications of those persons selecting the material.
- b. The school official or employee initially receiving a complaint will explain to the individual the role of the objected material in the education program, its intended educational purpose, and additional information regarding its use. In the alternative, the employee may refer the individual to the teacher-librarian who can identify and explain the use of the material.
- c. The school official or employee receiving the initial complaint will direct the complainant to complete the Request for Reconsideration of Instructional and Library Materials Form, and notify the building level principal of receipt of the complaint within two school days after the reconsideration form is received. School officials will offer to assist the complainant in completing the form, but if a complainant refuses to complete the form, the complaint will be deemed invalid and no further action will be taken.

#### B. Request for Reconsideration

1. A member of the school district community may formally challenge instructional and library materials on the basis of appropriateness used in the school district's education program. This procedure is for the purpose of considering the opinions of those persons in the school district and the community who are not directly involved in the selection process.
2. Each attendance center and the school district's central administrative office will keep on hand and make available the "Request for Reconsideration of Instructional and Library Materials" Forms.
3. The individual will state the specific reason the instructional or library material is being challenged. The Request for Reconsideration of Instructional and Library Materials Form is signed by the individual and filed with the building-level principal.
4. The building-level principal will file the objection with the Superintendent for re-evaluation within **two school days** after the reconsideration form is received.
5. **The Superintendent will assemble a reconsideration committee within 14 calendar days of receipt of the Reconsideration Form (the timeframe may be dependent upon the time of year/school calendar). Upon assembling, the ~~Director of Education~~ superintendent's designee will provide the committee members with the following:**
  - a. **The completed Reconsideration Request Form**
  - b. **A copy of the challenged instructional or library material**
  - c. **Distribution of reputable, professionally prepared reviews of the challenged instructional material if available.**

6. The Reconsideration Meeting will convene within 28 calendar days of the reconsideration committee being assembled (the timeframe may be dependent upon the time of year/school calendar).
7. The committee will make their recommendation to the Superintendent within seven calendar days of meeting.
8. The Superintendent will issue a decision related to the Reconsideration Request Form within seven calendar days of receipt of the committee's recommendation. A copy of the Superintendent's decision will be provided to the complainant.
9. An appeal of the Superintendent's decision may be filed with the board secretary within seven calendar days of the Superintendent's decision. The board will determine whether to hear the appeal at the next regular meeting or within 30 calendar days of the Superintendent's decision, whichever is later. If the board elects to hear the appeal, the board will act to affirm, modify or reverse the decision of the Superintendent. The board's decision will be communicated to the complainant. The board's decision will be deemed final.
10. Generally, access to challenged instructional material will not be restricted during the reconsideration process. However, in unusual circumstances, the instructional material may be removed temporarily by following the provisions of Section B.10.d. of this rule.
11. The Reconsideration Committee will be designated by the superintendent
  - a. The reconsideration committee is made up of eight six members (seven five voting and one non-voting member).
    - (1) ~~Director of Education or Student Services~~ Superintendent's designee who will serve as the non-voting chairperson
    - (2) One licensed employee representing the level of the instructional or library materials being reviewed
    - (3) One teacher-librarian who is not from the level of the instructional or library materials being reviewed
    - (4) Two parent members from the level of the instructional or library materials being reviewed
    - ~~(5) Two high school students~~
    - (6) One school board member
  - b. The Board Secretary will take minutes of all open meetings.
  - c. The reconsideration committee will meet at the request of the superintendent.
  - d. The reconsideration committee is subject to Iowa's Open Meetings and Public Records laws. Notice of the committee meeting is made public through appropriate communication methods as required by law.
  - e. The reconsideration committee will determine its agenda for the meeting which may include the following:

1. Opportunity for the individual or a group spokesperson to talk about or expand on the Reconsideration Request Form.
  2. Opportunity for a licensed employee with special knowledge to talk about or expand on the selected instructional or library material.
  3. May include the following:
    - a. Opportunity to hear from members of the school district community. The non-voting chairperson may in special circumstances limit comments by community members.
    - b. Opportunity for Reconsideration committee members to deliberate.
- f. The Reconsideration Committee will hold an open meeting pertaining to the challenged material, and each person who addresses the committee will state their name, home address, association with the district and then have three minutes to present.
- g. The committee's final recommendation may be
1. to take no removal action, or
  2. to remove the challenged material from the total school environment, or
  3. to agree on a limitation of the educational use of the materials.

The sole criterion for the final recommendation is the appropriateness of the material for its intended educational use. The written final recommendation and its justification are forwarded to the superintendent and the complainant.

- h. The individual filing the challenge is kept informed by the Superintendent of the status of the reconsideration request throughout the reconsideration process. The individual filing the challenge and known interested parties are given appropriate notice of meetings as required by law.
- i. Following the superintendent's decision with respect to the committee's recommendation, the individual may appeal the decision to the board for review.
- j. A recommendation to sustain a challenge will not be interpreted as a judgment of irresponsibility on the part of the individuals involved in the original selection or use of the material.
- k. Requests to reconsider materials which have previously been reconsidered by the committee must receive approval of two-thirds of the committee members before the materials will again be reconsidered.
- l. If necessary or appropriate in the judgment of the committee, the committee may consolidate related challenges, or decline to hear multiple challenges to the same materials. Generally, the committee will not hear subsequent challenges to the same materials within the same school year.

Approved 12/19/2022

Reviewed

Revised

Legal Reference: Iowa Code § 279.8, 280.14, 280.3, 301, 279.74. 281 I.A.C.12.3

## HEALTH SERVICES

~~Health services provided shall function within the framework of written statements of the objectives of the service. Such objectives shall be approved by the Board of Directors. The administration shall also present the Board of Directors with a written statement of the relationship of the health program to the total school program and the relationship of special personnel employed in this service area to the administration and teaching personnel.~~

~~The Pleasant Valley Community School District shall sponsor the following minimum system-wide health program:~~

- ~~1. Annual vision screening tests shall be administered to all students in grades first, fifth, seventh, and to students in kindergarten and grade 3 who have not submitted their required screening.~~
- ~~2. Periodic audiometer screening tests will be administered to all students in grades kindergarten, first, second, fifth, students new to the district, or as determined by the Area Education Agency hearing clinicians. Students in grades seven through twelve will be tested when new to the district or as determined by the Area Education Agency hearing clinicians.~~
- ~~3. Annual height and weight shall be measured on all students in grades kindergarten through eighth during regularly scheduled PE classes. BMI information will be sent home in report cards.~~
- ~~4. Blood Pressure screening will be performed on students in grades six and eight.~~

Health services are an integral part of assisting all students to increase learning, achievement, and performance. Health services coordinate and support existing programs to assist each student in achievement of an optimal state of physical, mental and social well being. Student health services ensure continuity and create linkages between school, home, and community service providers. The school district's needs, and resources determine the linkages.

Except in emergent care situations or child abuse assessments, the district will not administer invasive physical examinations or health screenings of a student that are not required by state or federal law without first obtaining the written consent of the student's parent or guardian.

- Emergent care situation means a sudden or unforeseen occurrence of onset of a medical or behavioral condition that could result in serious injury or harm to a student or others in the event immediate medical attention is not provided. Emergent care situation includes the need to screen a student or others for symptoms or exposures during an outbreak or public health event of concern as designated by the department of public health.

- Invasive physical examination means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening.
- Student health screening means an intentionally planned, periodic process to identify if students may be at risk for a health concern and to determine if a referral for an in-depth assessment is needed to consider appropriate health services. Student health screening does not include an episodic, individual screening done in accordance with professional licensed practice.

The superintendent, in conjunction with health and wellness staff, will develop administrative regulations implementing this policy.

Date of Adoption:

September 9, 1968  
Amended 9-17-73  
Amended 6-16-86  
Reapproved 8-7-89  
Reapproved 11-16-92  
Reapproved 7-1-96  
Reapproved 12-4-00  
Amended 8-24-09  
Reapproved 08-09-10  
Reapproved 5-26-15  
Revised 8-8-16

Legal Reference: 42 U.S.C. §§ 12101 et seq.  
34 C.F.R. pt. 99, 104, 200, 300 et seq.  
29 U.S.C. § 794(a)  
28 C.F.R. 35  
20 U.S.C. 1232g § 1400 6301 et seq..  
Iowa Code §§ 22.7, 139A.3 .8, .21; 143.1, 152, 256.7(24), .11, 279; 280.23 .  
281 I.A.C. 12.3(4), (7), (11); 12.4(12); 12.8  
282 I.A.C. 22.  
641 I.A.C. 7, 52  
655 I.A.C. 6

**I.C. Iowa Code**

**Description**

Iowa Code § 139A

[Communicable/Infectious Diseases](#)

Iowa Code § 143.1 [Public Health Nurses](#)

Iowa Code § 152 [Nursing](#)

Iowa Code § 22.7 [Confidential Records](#)

Iowa Code § 256.11 [DE - Educational Standards](#)

Iowa Code § 256.7 [DE - Duties of State Board](#)

Iowa Code § 279 [Directors - Powers and Duties](#)

Iowa Code § 280.23 [Student Health Services](#)

**I.A.C. Iowa Administrative Code      Description**

281 I.A.C. 12.3 [Administration](#)

281 I.A.C. 12.4 [School Personnel](#)

281 I.A.C. 12.8 [General Accreditation Standards - Student Achievement](#)

282 I.A.C. 22 [Educational Examiners - Authorizations](#)

641 I.A.C. 7 [Public Health - Immunizations](#)

655 I.A.C 6 [Nursing](#)

**U.S.C. - United States Code      Description**

20 U.S.C. § 1232g [Education - FERPA](#)

20 U.S.C. § 6301 [Education - Elementary and Secondary Improvement](#)

20 U.S.C. 1400

[Education - IDEA - Findings, Purposes](#)

29 U.S.C. §§ 794

[Labor - Vocation Rehab Rights](#)

42 U.S.C. § 12101

[Public Health - Equal Opportunity - Disabilities](#)

**C.F.R. - Code of Federal Regulations**

**Description**

28 C.F.R. 35

[Judicial - Disability - Nondiscrimination](#)

34 C.F.R. Pt. 104

[Education - Nondiscrimination on Basis of Handicap](#)

34 C.F.R. Pt. 200

[Education - Academic Achievement of Disadvantaged](#)

34 C.F.R. Pt. 300

[Education - Disabilities/Children/Assistance to States](#)

34 C.F.R. Pt. 99

[Education - Family Rights and Privacy](#)

Approved

Reviewed

Revised



## HEALTH SERVICES REGULATION

### Student Health Services Administrative Regulations

I. Student Health Services - Each school building may develop a customized student health services program based on its unique needs and resources. Scientific advances, laws, and school improvement necessitate supports to students with health needs to receive their education program.

Supports to improve student achievement include:

- qualified health personnel
- school superintendent, school nurse, and school health team working collaboratively
- family and community involvement
- optimal student health services program with commitment to its continuing improvement

Components provided within a coordinated school health program include:

- health services
- nutrition
- healthy, safe environment
- staff wellness
- health education
- physical education and activity
- counseling, psychological, and social services
- family and community involvement

Student health services are provided to identify health needs; facilitate access to health care; provide for health needs related to educational achievement; promote health, well-being, and safety; and plan and develop the health services program.

### II. Student Health Services Essential Functions

1. Identify student health needs:
  1. Provide individual initial and annual health assessments
  2. Provide needed health screenings
  3. Maintain and update confidential health records
  4. Communicate (written, oral, electronic) health needs as consistent with confidentiality laws
2. Facilitate student access to physical and mental health services:
  1. Link students to community resources and monitor follow through
  2. Promote increased access and referral to primary health care financial resources such as Medicaid, HAWK-I, social security, and community health clinics
  3. Encourage appropriate use of health care
3. Provide for student health needs related to educational achievement:
  1. Manage chronic and acute illnesses
  2. Provide special health procedures and medication including delegation, training, and supervision of qualified designated school personnel

3. Develop, implement, evaluate, and revise individual health plans (IHPs) for all students with special health needs according to mandates in the Individuals with Disabilities Education Act (IDEA), Rehabilitation Act (Section 504), and American with Disabilities Act (ADA)
  4. Provide urgent and emergency care for individual and group illness and injury
  5. Prevent and control communicable disease and monitor immunizations
  6. Promote optimal mental health
  7. Promote a safe school facility and a safe school environment
  8. Participate in and attend team meetings as a team member and health consultant
4. Promote student health, well-being, and safety to foster healthy living:
    1. Provide developmentally appropriate health education and health counseling for individuals and groups
    2. Encourage injury and disease prevention practices
    3. Promote personal and public health practices
    4. Provide health promotion and injury and disease prevention education
5. Plan and develop the student health services program collaboratively with the superintendent, school nurse, and school health team:
    1. Gather and interpret data to evaluate needs and performance
    2. Establish health advisory council and school health team
    3. Develop health procedures and guidelines
    4. Collaborate with staff, families, and community
    5. Maintain and update confidential student school health records
    6. Coordinate program with all school health components
    7. Coordinate with school improvement
    8. Evaluate and revise the health service program to meet changing needs
    9. Organize scheduling and direct health services staff
    10. Develop student health services annual status report
    11. Coordinate information and program delivery within the school and between school and major constituents
    12. Provide health services by qualified health professionals to effectively deliver services, including multiple levels of school health expertise such as registered nurses, physicians, and advanced registered nurse practitioners
    13. Provide for professional development for school health services staff

### III. Expanded Health Services

These additional health services address learning barriers and the lack of access to health care. Examples include school-based services in the school, school-linked services connected to the school, primary care, mental health, substance abuse, and dental health.

<b>I.C. Iowa Code</b>	<b>Description</b>
Iowa Code § 139A	<a href="#">Communicable/Infectious Diseases</a>
Iowa Code § 143.1	<a href="#">Public Health Nurses</a>
Iowa Code § 152	<a href="#">Nursing</a>
Iowa Code § 22.7	<a href="#">Confidential Records</a>
Iowa Code § 256.11	<a href="#">DE - Educational Standards</a>
Iowa Code § 256.7	<a href="#">DE - Duties of State Board</a>
Iowa Code § 279	<a href="#">Directors - Powers and Duties</a>
Iowa Code § 280.23	<a href="#">Student Health Services</a>
<b>I.A.C. Iowa Administrative Code</b>	<b>Description</b>
281 I.A.C. 12.3	<a href="#">Administration</a>
281 I.A.C. 12.4	<a href="#">School Personnel</a>
281 I.A.C. 12.8	<a href="#">General Accreditation Standards - Student Achievement</a>
282 I.A.C. 22	<a href="#">Educational Examiners - Authorizations</a>
641 I.A.C. 7	<a href="#">Public Health - Immunizations</a>
655 I.A.C. 6	<a href="#">Nursing</a>
<b>U.S.C. - United States Code</b>	<b>Description</b>
20 U.S.C. § 1232g	<a href="#">Education - FERPA</a>

20 U.S.C. § 6301 [Education - Elementary and Secondary Improvement](#)

20 U.S.C. 1400 [Education - IDEA - Findings, Purposes](#)

29 U.S.C. §§ 794 [Labor - Vocation Rehab Rights](#)

42 U.S.C. § 12101 [Public Health - Equal Opportunity - Disabilities](#)

**C.F.R. - Code of Federal Regulations**

**Description**

28 C.F.R. 35 [Judicial - Disability - Nondiscrimination](#)

34 C.F.R. Pt. 104 [Education - Nondiscrimination on Basis of Handicap](#)

34 C.F.R. Pt. 200 [Education - Academic Achievement of Disadvantaged](#)

34 C.F.R. Pt. 300 [Education - Disabilities/Children/Assistance to States](#)

34 C.F.R. Pt. 99 [Education - Family Rights and Privacy](#)

Approved

Reviewed

Revised

## K-12 ASSESSMENT & SURVEY PROGRAM

A comprehensive testing program is established and maintained to evaluate the education program of the school district and to assist in providing guidance or counseling services to students and their families

Assessments, diagnostic, formative, and summative, provide an important gauge by which to measure educational progress and growth. High quality assessment is based on the following principles:

- The primary purpose of assessment is to improve student learning
- Assessment practices must be fair and equitable for all students
- Communication about assessments must be ongoing, clear and meaningful to all parties
- Both parents and students are involved in the assessment process
- Regular assessment is used for program evaluation and accountability
- Assessment practices must be regularly reviewed and refined

No student is required, as part of any applicable program, funded by the United States Department of Education, to submit to a survey, analysis or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or student's parent or guardian;
- mental or psychological problems of the student or the student's family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;
- critical appraisals of other individuals with whom respondents have close family relationships;
- legally recognized, privileged and analogous relationships, such as those of lawyers, physicians and ministers;
- religious practices, affiliations or beliefs of the student or student's parent or guardian; or
- income,(other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program);

without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

Prior to an employee or contractor of the district providing information on a student enrolled in the district on any survey related to the social or emotional abilities, competencies or characteristics of the student; the district will provide the parent/guardian of the student detailed information related to the survey and obtain written consent of the parent/guardian of the student. This includes the person who created the survey, the person who sponsors the survey, how the information generated by the survey is used and how information generated by the survey is stored. This requirement will not prohibit a district employee from answering questions related to a student enrolled in the district as part of developing or implementing an individualized education program for the student.

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

It is the responsibility of the board to review and approve the evaluation and testing program.

Date of Adoption:  
September 9, 1968  
Reapproved 6-16-86  
Reapproved 8-7-89  
Amended 12-2-2002  
Revised 8-09-10  
Reapproved 5-26-15

Legal Reference: (Code of Iowa): No Child Left Behind, Title II, Sec. 1061, P.L. 107-110 (2002).  
Goals 2000: EducateAmerica Act, Pub. L. No. 103-227, 108. Stat. 125 (1994). 20 U.S.C. §  
1232h (1994). Iowa Code §§ 280.3; 256B; 280.3; 256B; 282.1, .3, .6 (2001). 281 I.A.C. 12.5  
(13), .5 (21).

Approved 11.13.2023

Reviewed

Revised

Medicaid Reimbursement Revenue			Medicaid Billed			SES	Count Day			
Fiscal Year	Amount	Billing Service	Amount of increase	number of students	student inc	SPED EDUC DEF	LEVEL I	LEVEL II	LEVEL III	
1996-97	\$0					185,595.00				
1997-98	\$0					412,995.00				
1998-99	\$0					276,989.00				
1999-00	\$0					181,366.00				
2000-01	\$0					355,133.00				
2001-02	\$0					475,229.00				
2002-03	\$0					447,354.00				
2003-04	\$0					672,045.00				
2004-05	\$0					375,819.00				
2005-06	\$45,976	Leader	N/A			250,029.00	152	51	43	
2006-07	\$34,354	Leader	-25.28%			301,529.00	150	50	50	
2007-08	\$116,223	Leader	238.31%	10		250,131.00	166	53	43	
2008-09	\$178,304	Self-bill	53.42%	15	50.00%	195,194.36	162	57	41	
2009-10	\$230,126	Self-bill	29.06%	16	6.67%	199,123.00	143	67	44	
2010-11	\$217,509	Self-bill	-5.48%	15	-6.25%	55,508.25	152	63	34	
2011-12	\$149,749	Self-bill	-31.15%	13	-13.33%	581,360.60	142	70	26	
2012-13	\$259,232	Self-bill	73.11%	21	61.54%	417,266.19	131	86	20	
2013-14	\$299,483	Self-bill	15.53%	21	0.00%	694,098.00	149	75	22	
2014-15	\$326,619	Self-bill	9.06%	23	9.52%	565,234.86	164	77	26	
2015-16	\$360,758	Self-bill	10.45%	24	4.35%	452,265.31	163	66	34	
2016-17	\$413,781	Self-bill	14.70%	26	8.33%	590,801.79	172	69	42	
2017-18	\$473,397	Self-bill	14.41%	25	-3.85%	608,134.65	159	84	43	
2018-19	\$565,343	Self-bill	19.42%	30	20.00%	816,464.52	176	103	48	
2019-20	\$480,680	Self-bill	-15.00%	31	3.33%	1,339,493.93	175	96	60	
2020-21	\$688,274	Self-bill	43.19%	39	25.81%	767,749.59	189	100	48	
2021-22	\$849,559	Self-bill	23.43%	45	15.38%%	1,356,328.00	210	120	54	
2022-23	\$999,845	Self-bill	17.69%	58	28.89%	929,440.25	208	116	59	
2023-24		Self-bill								