

**Riceville Community School
Riceville, IA**

The Board of Education of the Riceville Community School District held their regular board meeting August 19th, 2019, at 7:30 P.M. in the High School Library. Board members present: Fox, Keeling, Hale, Richardson and Guertin. Also in attendance: Barb Schwamman-Supt, Jennifer Dunn-Board Secretary; Vanessa Huber-PK-12 Principle; Casandra Leff-Riceville Recorder. Staff: Nacy Evans and Kevin Byrnes. Community: John Dinger

President Fox called the meeting to order @ 7:33 PM.

Motion by Keeling, second by Hale to approve the agenda. Ayes 5. MC.

Motion by Keeling, second by Guertin to approve the minutes of previous meeting, the financial reports, and summary of bills with noted change. Ayes 5. MC.

Motion by Guertin, seconded by Richardson to approve the open enrollments of three into Riceville and three out to Leroy. 5 Ayes. MC.

Motion by Guertin, seconded by Hale to approve the resignations of Amanda Brunner as PM bus driver and stay on as a sub. Roll call vote: Richardson, aye; Keeling, aye; Guertin, aye; Hale, aye; Fox, aye. MC

Motion by Keeling, seconded by Richardson to approve the contract for Carla Cray-Para, Mary Watts as substitute teacher, and Cole Holmen- Volunteer football coach. Roll Call Vote: Hale, aye; Guertin, aye; Keeling, aye; Richardson, aye; Fox, aye. MC.

Mrs. Huber spoke about the new teachers, PD days, and back to school.

Superintendent Schwamman spoke about school election, athletic union, digital signage, and gym floor.

Motion by Guertin, seconded by Hale to approve the contract with Fremont Industries for one year. 5 Ayes. MC.

Results of the soil borings were shared.

Emergent Architecture presented the building and 3D models to the board, a motion was then made by Keeling, seconded by Guertin to release the bid proposals out to bidders.

Discussion was held on the bus barn.

Motion by Guertin, seconded by Keeling to approve the first reading of board policy 605.6E1. 5 Ayes. MC. A discussion was held on the concussion policy, changes will be made and brought back for a 1st reading in September.

Discussion was held on Piper Jaffery borrowing scenarios.

Motion by Guertin, seconded by Keeling to approve the Student-Parent Handbook. 5 Ayes. MC.

Motion by Guertin, seconded by Hale to approve the second reading of board policies 501.3, 501.3R1, 501.9, 501.10, 501.10R1, 605.6, 605.6E2, & 605.6E3. 5 Ayes. MC.

Motion by Keeling, seconded by Richardson to approve the Contract between Northeast Iowa Community College and Riceville Community School. 5 Ayes. MC.

Motion by Hale, seconded by Guertin to the contract with Northeast Iowa Health Occupations Academy. 5 Ayes. MC.

Motion by Hale, seconded by Guertin to approve charging for middle school events within the Iowa Star Conference. 5 Ayes. MC.

Next board meeting will be held Monday, September 16th at 7:30 p.m. in the High School Library.

Motion by Guertin, second by Richardson to adjourn the meeting @ 9:06 PM. Ayes 5. MC.

Karl Fox
Board President

Jennifer Dunn
Board Secretary

Riceville Community School

Riceville, IA

The Board of Education of the Riceville Community School District held a special meeting September 9, 2019 at 7:30 p.m. in the High School Library. Board members present: Hale, Guertin, Richardson, Keeling and Fox. Also, in attendance: Barb Schwamman—Superintendent, Jennifer Dunn—Board Secretary/Treasurer. Community: Jess Mauer

Fox called the meeting to order @ 7:02 PM.

Motion by Keeling, seconded by Richardson to approve the agenda. 5 Ayes. MC.

Motion by Keeling, seconded by Richardson to approve the bus barn bid with Riceville Lumber & LP Gas in the amount of \$77,518.00.

Next board meeting will be held Monday, September 16th at 7:30 p.m. in the High School Library.

Motion by Guertin, second by Hale to adjourn the meeting @ 7:15 PM. Ayes 5. MC.

Karl Fox
Board President

Jennifer Dunn
Board Secretary

Invoice Listing - Detail

Batch Description: Invoices--AUG 2019 BATCH 2

Processing Month: 08/2019

Vendor ID: 103885 CDW GOVERNMENT INC

PO Number: 20354T Invoice Number: TKF0981. Amount: 283.41

Description: Invoice Date: 08/26/2019 Due Date: 08/26/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0099 2237 100 0000 618	WALL MOUNTS		283.41		N	Final

Vendor ID: 707292 CIMMIYOTTI, ANGIE

PO Number: Invoice Number: 87532 Amount: 183.50

Description: Invoice Date: 09/09/2019 Due Date: 09/09/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	FRUIT REIMB		183.50		N	Final

Vendor ID: 707292 CIMMIYOTTI, ANGIE

PO Number: Invoice Number: 88151 Amount: 207.50

Description: Invoice Date: 09/02/2019 Due Date: 09/09/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	FRUIT REIMB		207.50		N	Final

Vendor ID: 707330 CWG CONSULTING

PO Number: Invoice Number: 20190826 Amount: 2,400.00

Description: Invoice Date: 08/26/2019 Due Date: 08/26/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2320 000 0000 320	CONSULTING SERVICES		2,400.00		N	Final

Vendor ID: 707330 CWG CONSULTING

PO Number: Invoice Number: 20190826-0001 Amount: 965.12

Description: Invoice Date: 08/26/2019 Due Date: 08/26/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2320 000 0000 320	MILAGE REIMB FOR CONSULTING		965.12		N	Final

Vendor ID: 707134 MARCO INC.

PO Number: Invoice Number: 64810280 Amount: 1,517.41

Description: Invoice Date: 09/01/2019 Due Date: 09/09/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
36 0000 2600 000 0000 442	COPIER LEASE		1,517.41		N	Final

Vendor ID: 100051 OMNITEL COMMUNICATIONS

PO Number: Invoice Number: 20190909 Amount: 1,609.23

Description: Invoice Date: 09/01/2019 Due Date: 09/09/2019 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2320 000 0000 532	TELEPHONE		299.23		N	Final
10 0000 2320 000 0000 538	INTERNET		1,310.00		N	Final

Batch 1099 Total: 0.00

Batch Total: 7,166.17

Invoice Listing - Detail

Report 1099 Total: 0.00

Report Total: 7,166.17

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Riceville Comm School District
FY 2019 - Revenues By Fund, By Source

	Source	General Fund	Student Activity Fund	Management Levy Fund	Entrepreneurial Education Fund	PERL Fund	AEA Sp Ed Inst Fund	AEA JH Inst Fund	Support Trust Fund	Disaster Recovery Fund	Library Levy Fund	SAVE Statewide Sales and Services Tax Fund	PPEL Fund	Other Capital Project Funds	Debt Service Fund	Permanent Funds	Enterprise Funds	Internal Service Funds	Trust Funds	Total
28	State Payments in Lieu of Tuition	9,868.62																		9,868.62
29	SBRC grants in aid																			
30	State categorical aid and State Aid Funding Supplement	453,871.52															1,541.15			455,412.67
31	Military credit																			
32	SAVE Statewide Sales & Service Tax											335,144.78								335,144.78
33	Other state revenues in lieu of taxes	104,454.69		5,419.79									14,385.06							124,259.54
34	TOTAL REVENUE FROM STATE SOURCES	1,549,219.83		5,419.79								335,144.78	14,385.06				1,541.15			1,905,710.61
	REVENUES FROM FEDERAL SOURCES																			
35	American Recovery & Reinvestment Act (ARRA)																			
36	Unrestricted direct grants-in-aid																			
37	Unrestricted indirect grants-in-aid																			
38	Restricted direct grants-in-aid																			
39	Restricted indirect grants-in-aid through the state	240,283.94															93,933.89			334,217.83
40	Restricted indirect grants-in-aid through intermediate agencies	14,560.00																		14,560.00
41	Federal revenues in lieu of taxes																			
42	Federal revenues for/on behalf of the LEA/AEA																			
43	TOTAL REVENUE FROM FEDERAL SOURCES	254,843.94															14,655.62			14,655.62
	OTHER FINANCING SOURCES																108,589.51			363,433.45
44	Issuance of bonds																			
45	Interfund Transfers in	11,119.95																		
46	Proceeds from the disposal of real or personal property (governmental funds)														78,803.50					89,923.45
47	Proceeds from loans greater than 12 months																			
48	Proceeds from capital leases and lease purchases																			
49	Other long-term debt proceeds																			
50	This line intentionally left blank																			
51	Upward adjustments to beginning fund balance	36,419.31																		
52	TOTAL OTHER FINANCING SOURCES AND UPWARD ADJUSTMENTS	47,539.26													78,803.50		31,188.60			67,607.91
																	31,188.60			157,531.36

Riceville Comm School District
FY 2019 - Revenues By Fund, By Source

	Source	General Fund	Student Activity Fund	Management Levy Fund	Entrepreneurial Education Fund	PERL Fund	AEA Sp Ed Inst Fund	AEA JH Inst Fund	Support Trust Fund	Disaster Recovery Fund	Library Levy Fund	SAVE Statewide Sales and Services Tax Fund	PPEL Fund	Other Capital Project Funds	Debt Service Fund	Permanent Funds	Enterprise Funds	Internal Service Funds	Trust Funds	Total
	OTHER INCOME ITEMS																			
53	Capital Contributions																			
54	Amortization of Premiums on issuance of bonds (proprietary & fiduciary funds)																			
55	Special items																			
56	Extraordinary items																			
57	TOTAL OTHER INCOME ITEMS																			
58	TOTAL REVENUES AND OTHER FINANCING SOURCES AND UPWARD ADJ	4,549,611.49	93,814.69	115,279.36								343,113.49	568,346.87		78,603.50		250,421.68		1,000.00	6,000,391.08



Iowa Department of Education



Riceville Comm School District FY 2019 - Balance Sheet by Fund

Source	General Fund	Student Activity Fund	Management Levy Fund	Entrepreneurial Education Fund	PERL Fund	AEA Sp Ed Inst Fund	AEA JH Inst Fund	Support Trust Fund	Disaster Recovery Fund	Library Levy Fund	SAVE Statewide Sales and Services Tax Fund	PPEL Fund	Other Capital Project Funds	Debt Service Fund	Permanent Funds	Enterprise Funds	Internal Service Funds	Trust Funds	Agency Funds	Total
CURRENT ASSETS																				
1 Cash & Investments	1,085,648.51	74,546.02	645,400.69								779,469.56	652,719.60				116,453.39		2,650.00		3,356,887.77
2 Taxes Receivable	2,081,420.17		391.41									454,549.91								2,536,361.49
3 Interfund Receivables	20,990.39																			20,990.39
4 Intergovernmental Receivables	260,580.81										26,721.21	80,248.00								367,550.02
5 Other Receivables	67,862.73	1,705.00																		
6 Inventories																548.32				70,116.05
7 Prepaid Expenses																9,903.70				9,903.70
8 Other Current Assets																				
9 TOTAL CURRENT ASSETS	3,516,502.61	76,251.02	645,792.10								806,190.77	1,187,517.51				126,905.41		2,650.00		6,361,809.42
10 Long-Term Assets																				
11 Total Assets	3,516,502.61	76,251.02	645,792.10								806,190.77	1,187,517.51				126,905.41		2,650.00		6,361,809.42
DEFERRED OUTFLOWS OF RESOURCES																				
12 Deferred Outflows of Resources																				
13 Deferred Outflows of Resources related to Pensions and OPEB																16,494.00				16,494.00
14 Total Deferred Outflows of Resources																16,494.00				16,494.00
15 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	3,516,502.61	76,251.02	645,792.10								806,190.77	1,187,517.51				143,399.41		2,650.00		6,418,738.01
CURRENT LIABILITIES																				
16 Interfund Payables																				
17 Intergovernmental Payables																20,990.39				20,990.39
18 Other Payables	128,151.29	3,233.31									24,361.92	14,124.55				157.63				170,028.70
19 Contracts Payable																				
20 Bonds Payable																				
21 Loans Payable																				
22 Accrued Expenses	392,574.49																			392,574.49
23 Payroll Deductions & Withholdings Payable																				
24 Advances of Federal Grants/Unearned Revenues																				
25 Other Current Liabilities																5,882.72				5,882.72
26 TOTAL CURRENT LIABILITIES	520,725.78	3,233.31									24,361.92	14,124.55				27,030.74				589,476.30
27 Net Pension Liabilities																47,386.00				47,386.00
28 Long-Term Liabilities																4,059.00				4,059.00
29 Total Liabilities	520,725.78	3,233.31									24,361.92	14,124.55				78,475.74				640,921.30

Riceville Comm School District
FY 2019 - Balance Sheet by Fund

	Source	General Fund	Student Activity Fund	Management Levy Fund	Entrepreneurial Education Fund	PERL Fund	AEA Sp Ed Inst Fund	AEA JH Inst Fund	Support Trust Fund	Disaster Recovery Fund	Library Levy Fund	SAVE Statewide Sales and Services Tax Fund	PEEL Fund	Other Capital Project Funds	Debt Service Fund	Permanent Funds	Enterprise Funds	Internal Service Funds	Trust Funds	Agency Funds	Total
	DEFERRED INFLOWS OF RESOURCES																				
30	Deferred Inflows for Succeeding Year Property Taxes Receivable	2,074,463.00											453,427.00								2,527,890.00
31	Deferred Inflows for Income Surtax Receivable	80,248.00											80,248.00								160,496.00
32	Deferred Inflows for Miscellaneous Receivables not Received Within 60 Days																				
33	Deferred Inflows of Resources related to Pensions and OPEB																3,025.00				3,025.00
34	Total Deferred Inflows of Resources	2,154,711.00											533,675.00				3,025.00				2,691,411.00
	EQUITY																				
35	Net Investment in Capital Assets																				
36	Nonspendable Fund Balance																40,434.59				40,434.59
37	Restricted Fund Balance / Restricted Net Position	105,385.62	73,017.71	645,792.10								781,828.85	639,717.96								2,245,742.24
38	Committed Fund Balance																				
39	Assigned Fund Balance																				
40	Unassigned Fund Balance / Unrestricted Net Position	735,680.21															61,898.67		2,650.00		800,228.88
41	TOTAL FUND EQUITY	841,065.83	73,017.71	645,792.10								781,828.85	639,717.96				102,333.26		2,650.00		3,086,405.71
42	TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND EQUITY	3,516,502.61	76,251.02	645,792.10								806,190.77	1,187,517.51				183,834.00		2,650.00		6,418,738.01



Iowa Department of Education



Riceville Comm School District

FY 2019 - Expenditures by Fund, Function, Object - All Funds - All

		SALARIES	EMPLOYEE BENEFITS	PURCHASED SERVICES	SUPPLIES	PROPERTY	MISCELLANEOUS OBJECTS	OTHER ITEMS	TOTAL EXPENDITURES AND OTHER FINANCING USES
1	Instruction	1,728,777.52	616,162.09	547,886.02	147,383.52	540.47	33,468.08		3,074,217.70
2	Attendance and Social Work Services								
3	Guidance Services	35,828.07	20,610.74		181.73				56,620.54
4	Health Services	38,094.86	8,465.36	381.30	4,207.74		1,338.39		52,487.65
5	Psychological Services								
6	Speech Pathology & Audiology Services								
7	Occupational Therapy Related Services								
8	Physical Therapy Related Services								
9	Visually Impaired/Vision Services								
10	Other Student Support Services								
11	Improvement of Instruction Services	18,377.52	1,019.66	374.80					19,771.98
12	Library Media Services	19,970.56	11,387.19	3,010.00	1,725.46				36,093.21
13	Instruction-Related Technology Services			10,980.84	44,475.41	173,035.89	347.34		228,839.48
14	Academic Student Assessment Services								
15	Other Instructional Staff Support Services								
16	Board of Education Services			13,262.90	4,351.30	5,687.00	6,172.01		29,473.21
17	Executive Administration Services	27,296.32	26,051.35	85,930.28	175.69	399.00	17.64		139,870.28
18	Special Area Administration Services			415.00					415.00
19	School Administration Services	125,000.65	48,837.67	277.76	1,076.87	757.41	3,874.44		179,824.80
20	Business Administration Fiscal Services	60,059.50	30,059.71	6,342.13			1,147.30		97,608.64
21	Purchasing, Warehousing, and Distributing Services								
22	Printing, Publishing, and Duplicating Services								
23	Planning, Research, Development, and Evaluation Services								
24	Public Information Services								
25	Personnel Services			70.35					70.35
26	Administration Technology Services								
27	Other Business Administration Services								
28	Operation and Maintenance of Plant Services	92,442.26	46,548.50	92,914.31	162,731.00	220,528.50	496.32		615,660.89
29	Student Transportation	81,984.85	13,772.78	39,793.56	47,929.39	85,897.00	1,316.45		270,694.03
30	Other Support Services								
31	Food Service Operations	60,628.15	21,427.48	715.03	91,849.14	7,619.46	370.00		182,609.26
32	Other Enterprise Operations								
33	Community Service Operations								
34	Facilities Acquisition and Construction			218,064.96					218,064.96
35	Debt Service						78,803.50		78,803.50
36	Interagency Flowthrough							143,459.00	143,459.00
37	Interfund Transfers Out							89,923.45	89,923.45
38	Special Items								
39	Extraordinary Items								
40	Loss on Disposition of Capital Assets								
41	Downward Adjustments to Beginning Fund Balance								
42	TOTAL EXPENDITURES AND OTHER FINANCING USES & Downward Prior Pd Adj	2,288,460.26	844,342.53	1,020,419.24	506,087.25	494,464.73	127,351.47	233,382.45	5,514,507.93



Iowa Department of Education



Riceville Comm School District

FY 2019 - Treasurer Report by Fund

	Source	General Fund	Student Activity Fund	Management Levy Fund	Entrepreneurial Education Fund	PERL Fund	AEA Sp Ed Inst Fund	AEA JH Inst Fund	Support Trust Fund	Disaster Recovery Fund	Library Levy Fund	SAVE Statewide Sales and Services Tax Fund	PPEL Fund	Other Capital Project Funds	Debt Service Fund	Permanent Funds	Enterprise Funds	Internal Service Funds	Trust Funds
1	Beginning Balance	543,962.14	68,912.96	585,502.74								659,519.96	696,958.42				43,816.34		1,850.00
2	Adjustments to Beginning Balance																		
3	Revenues and other Financing Sources	4,549,611.49	93,814.69	115,279.36								343,113.49	568,346.87		78,803.50		250,421.68		1,000.00
4	Total Sources Available	5,093,573.63	162,727.65	700,782.10								1,002,633.45	1,265,305.29		78,803.50		294,238.02		2,850.00
5	Expenditures and Other Financing Uses	4,252,507.80	89,709.94	54,990.00								220,804.60	625,587.33		78,803.50		191,904.76		200.00
6	Ending Balance	841,065.83	73,017.71	645,792.10								781,828.85	639,717.96				102,333.26		2,650.00



Iowa Department of Education



Riceville Comm School District FY 2019 - Transportation Report

	Transportation Costs from Chart of Accounts	Total
	TRANSPORTATION COSTS FROM CHART OF ACCOUNTS	
1	Total cost of fuel	28,350.42
2	Other Equipment, including fuel tank spill-monitoring devices/systems	
3	Two-way radio communications equipment	
4	Video monitoring system equipment	
5	Rental of equipment and vehicles	
6	School bus driver, mechanic, supervisor, aide, washer salaries	81,984.85
7	Benefits	13,772.78
8	Transportation supplies and parts	18,355.21
9	Repairs, maintenance and inspection fees	6,143.13
10	Vehicle insurance costs	7,023.00
11	Drug/Alcohol Testing	1,401.00
12	Transportation provided by non-district personnel	7,838.03
13	Other expenditures	19,928.61
14	Total Operating Costs from Chart of Account	184,797.03
	TRANSPORTATION REVENUES FROM CHART OF ACCOUNTS	
15	Transportation assistance received (SBRC)	
16	Clean School Bus Program CFDA 66.034	
17	Total Transportation Revenues from Chart of Account	
	Adjustments	
18	Fuel tax refund, prior year	



Iowa Department of Education



Riceville Comm School District

FY 2019 - Miscellaneous Income and Actual Expenditure (GAAP basis)

	Description	Total
1	Total Revenues and Other Financing Sources	4,549,611.49
2	Property Taxes	1,834,093.21
3	Income Surtaxes	86,342.00
4	Excise taxes(Utility Replacement)	14,379.06
5	State Foundation Aid and State Replacement for Commercial and Industrial Property Valuations Reduction	893,494.69
6	Instructional Support	
7	Special Education Deficit State Aid	595.00
8	Teacher Leadership Supplement, 4 Yr Old State Aid, Teacher Salary Supplement, Early Childhood Intervention and Professional Dev.	486,884.00
9	AEA Flowthrough	143,459.00
10	Subtotal (lines 2-9)	3,459,246.96
11	Miscellaneous Income (Row 1 minus Row 10)	1,090,364.53
12	Total Expenditures and Other Financing Uses	4,252,507.80
0	Maximum Cash Reserve Levy FY 2021	
13	20% of Total Expenditures (Row 12)	850,501.56
14	Minus Unexpended Fund Balance(Fund10, Account id 7 and Accounts 740-759)	735,680.21
15	= Maximum Cash Reserve Levy Allowed (Row 13-Row14)	114,821.35



Iowa Department of Education



Riceville Comm School District FY 2019 - Budget Crosswalk

Budget Resource Categories	General Fund	Student Activity Fund	Management Levy Fund	PERL Fund	Entrepreneurial Equalization Levy Support Trust Library Levy Fund	Emergency Levy / Disaster Recovery Fund	Sales Tax Fund	PPEL Fund	Other Capital Project Funds	Debt Service Fund	Nutrition Fund	Other Enterprise Funds	Total
1 Taxes Levied on Property	1,834,093.21		101,200.31										
2 Utility Replacement Excise Tax	14,379.06		809.82					445,106.03					2,380,399.55
3 Income Surtaxes	86,342.00							8,565.90					23,754.78
4 Tuition/Transportation Received	499,549.24							86,342.00					172,684.00
5 Earnings on Investments	11,569.70	833.56	7,036.19										499,549.24
6 Nutrition Program Sales							7,968.71	8,237.03			1,093.60		36,738.79
7 Student Activities and Sales		66,686.47									107,562.89		107,562.89
8 Other Revenues from Local Sources	252,075.25	6,294.66	813.25					5,710.85			445.93		86,686.47
9 Revenue from Intermediary Sources													265,339.94
10 State Foundation Aid, AEA Flowthrough, State Aid Categoricals	1,419,978.00												
11 Instructional Support State Aid													1,419,978.00
12 Other State Sources	24,787.14												
13 Commercial and Industrial State Replacement	104,454.69		5,419.79				335,144.78				1,541.15		361,473.07
14 Title I Grants	90,621.00							14,385.06					124,259.54
15 IDEA and Other Federal Sources	164,222.94												90,621.00
16 Total Revenues (Sum of rows 1 to 15)	4,502,072.23	93,814.69	115,279.36				343,113.49	568,346.87			108,589.51		272,812.45
17 General Long-Term Debt Proceeds											219,233.08		5,841,859.72
18 Operating Transfers In & Other Financing Sources	47,539.26												
19 Proceeds of Fixed Asset Dispositions										78,803.50	31,188.60		157,531.36
20 Total Revenues and Other Sources (Sum rows 16 to 19)	4,549,611.49	93,814.69	115,279.36										
21 Beginning Fund Balance	543,962.14	68,912.96	585,502.74				343,113.49	568,346.87		78,803.50	250,421.68		5,999,391.08
22 Total Resources (Sum rows 20 & 21)	5,093,573.63	162,727.65	700,782.10				1,002,633.45	1,265,305.29		78,803.50	294,238.02		2,598,672.56
Budget Requirement Categories													
23 Instruction	2,973,930.01	89,709.94	10,377.75										8,598,063.64
24 Student Support Services	108,964.51		143.68										
25 Instructional Staff Support Services	71,177.92		143.68										3,074,017.70
26 General Administration	163,827.81		243.68					213,383.07					109,108.19
27 Building Administration	179,150.08		674.72					5,687.00					284,704.67
28 Business and Central Administration	97,336.94		342.05										169,758.49
29 Plant Operation and Maintenance	349,034.59		32,062.76										179,824.80
30 Student Transportation	165,626.94		9,177.23				117,639.18	116,924.36					97,678.99
31 Noninstructional Programs			1,824.45					95,889.86					615,660.89
32 Facilities Acquisition and Construction											180,784.81		270,694.03
33 Debt Service							24,361.92	193,703.04					182,609.26
34 AEA Support - Direct to AEA	143,459.00									78,803.50			218,064.96
35 Total Expenditures (Sum rows 23 to 34)	4,252,507.80	89,709.94	54,990.00										78,803.50
36 Other Financing Uses: Operating Transfer out, Residual Equity Transfers, and Downward Adjustments							142,001.10	625,587.33		78,803.50	180,784.81		143,459.00
37 Total Expenditures and Other Uses (Sum row 35 & 36)	4,252,507.80	89,709.94	54,990.00				78,803.50				11,119.95		89,923.45
38 Ending Fund Balance	841,065.83	73,017.71	645,792.10				220,804.60	625,587.33		78,803.50	191,904.76		5,514,307.93
39 Total Requirements (Sum rows 38 & 39)	5,093,573.63	162,727.65	700,782.10				1,002,633.45	1,265,305.29		78,803.50	294,238.02		8,598,063.64



Iowa Department of Education



Riceville Comm School District

FY 2019 - Long-Term Assets and Long-Term Liabilities for Governmental Activities

	Account	Long-Term Assets	Long-Term Liabilities
	LONG-TERM ASSETS & OTHER DEBITS		
1	Land & Land Improvements	37,000.00	
2	Site Improvements	360,350.34	
3	Building & Building Improvements	2,845,461.00	
4	Machinery & Equipment	1,537,308.47	
5	Works of Art & Historical Treasures		
6	Infrastructure		
7	Construction in Progress		
8	Intangible Assets		
9	Amount available for retirement of governmental Long-term Debt		
10	Amount to be provided for retirement of governmental Long-term Debt		2,069,854.00
11	TOTAL LONG-TERM ASSETS & OTHER DEBITS (Sum rows 1 to 10)	4,780,119.81	2,069,854.00
	LONG-TERM LIABILITIES & OTHER CREDITS		
12	Bonds Payable		
13	Loans Payable		
14	Capital Lease & Construction Contract Obligations		
15	Compensated Absences & Special Termination Benefits		
16	Arbitrage Rebate Liability		
17	Other Long-Term Liability (OPEB, IPERS, etc.)		2,069,854.00
18	Investment in Governmental Fixed Assets (before depreciation)	4,780,119.81	
19	TOTAL LONG-TERM LIABILITIES & OTHER CREDITS (sum rows 12 to 18)	4,780,119.81	2,069,854.00

Unspent Authorized Budget Worksheet

(Line 32 = Legal Limit on General Fund Spending)

Authority	Data Source		Estimated FY16	Estimated FY17	Estimated FY18	Estimated FY19	Estimated FY20
1 Formula	AidLevy 4.3/5.1	Regular Program District Cost	1,973,121	2,037,937	2,017,859	2,211,429	2,157,568
2 Formula	AidLevy 4.8/5.2	Regular Program Budget Adjustment	+	0	40,457	0	75,975
3 Formula	AidLevy 4.11/5.3	Supplementary Weighting District Cost	+	17,050	21,078	14,368	182,100
4 Formula	AidLevy 4.14/5.4	Special Ed District Cost	+	214,265	281,831	246,235	257,046
5 Formula	AidLevy 4.22/5.5	Teacher Salary Supplement District Cost	+	220,331	226,427	226,427	244,367
6 Formula	AidLevy 4.30/5.6	Professional Development Suppl District Cost	+	26,964	27,676	27,676	29,833
7 Formula	AidLevy 4.38/5.7	Early Intervention Supplement District Cost	+	18,926	19,594	19,594	21,294
8 Formula	AidLevy 4.46/5.8	Teacher Leadership Supplement District Cost	+	0	0	98,857	107,190
9 Formula	AidLevy 4.49/5.9	AEA Special Ed Support	+	100,977	106,975	104,354	113,632
10 Formula	AidLevy 4.54/5.10	AEA Special Ed Support Adjustment	+	10,057	4,059	6,680	0
11 Formula	AidLevy 4.60/5.11	AEA Media Services	+	16,221	16,748	16,604	18,321
12 Formula	AidLevy 4.63/5.12	AEA Educational Services	+	18,103	18,685	18,522	20,433
13 Formula	AidLevy 4.66/5.13	AEA Sharing District Cost	+	0	0	0	0
14 Formula	AidLevy 4.74/5.14	AEA Teacher Salary Suppl District Cost	+	9,936	10,534	10,534	11,199
15 Formula	AidLevy 4.82/5.15	AEA Professional Dev Suppl District Cost	+	1,062	1,130	1,130	1,206
16 Board/SBRC	AidLevy 5.17	SBRC Modified Suppl Amt Dropout Prev	+	22,666	3,688	19,466	20,263
17 Board/SBRC	SBRC	SBRC Modified Supplemental Amt Other #1	+	0	0	0	0
18 Board/SBRC	SBRC	SBRC Modified Supplemental Amt Other #2	+	19,983	38,676	169,932	19,992
19 SBRC	SBRC/DE	Special Ed Deficit Modified Suppl Amt	+	125,787	18,530	34,352	4,216
20 SBRC	SBRC/DE	Special Ed Positive Balance Reduction	-	0	0	0	0
21 Board/SBRC	SBRC/DE	AEA Special Ed Positive Balance	-	0	0	0	0
22 Board/SBRC	SBRC	Allowance for Construction Projects	+	0	0	0	0
23 SBRC	SBRC	Unspent Allowance for Construction	-	0	0	0	0
24 Auditor	AidLevy 5.18	Enrollment Audit Adjustment	+	0	0	-6,591	0
25 Calculated	AidLevy 5.16	AEA Prorata Reduction	-	21,332	24,861	21,332	21,332
26 Calculated	Calculated	Maximum District Cost	=	2,774,117	2,808,707	3,045,124	3,173,305
27 Board/Vote	AidLevy 7.35	Total Preschool Foundation Aid	+	0	0	49,980	84,200
28 Board/Vote	AidLevy 10.27	Instructional Support Authority	+	174,444	180,684	184,384	196,132
29 Board	AidLevy 11.3	Ed Improvement Authority	+	0	0	0	0
30 Board	See Note 1	Other Miscellaneous Income	+	753,261	797,265	764,020	1,090,365
31 Calculated	Calculated	Unspent Auth Budget - Previous Year	+	853,815	852,247	674,871	550,802
32 Calculated	Calculated	Maximum Authorized Budget	=	4,555,637	4,638,903	4,718,379	5,094,804
33 Board	See Note 2	Expenditures	-	3,703,390	3,964,032	4,167,577	4,252,508
34 Calculated	Calculated	Unspent Authorized Budget (UAB)	=	852,247	674,871	550,802	842,296
Maximum spending without a decline in Unspent Authorized Budget				3,701,822	3,786,656	4,043,508	4,544,002
							4,413,334

2018-2019 Screen 11 - Certification

[Help](#)

Special Education Supplement LEA CERTIFIED 9/9/2019 5:21:21 PM

CAR not CERTIFIED

Transportation CERTIFIED 9/8/2019 3:09:42 PM

All the records described below are now BROWSE ONLY

Please contact person listed at the bottom of the display

if you need to make further adjustments to this information.

Thank you.

A district may request allowable growth and supplement aid for a negative special education balance for the current school year. The supplemental aid payment will be calculated by the Department of Management after all special education balances have been finalized. If a district has a positive special education balance, they do not have the ability to request allowable growth and supplemental aid. The date listed below indicates when the district's board approved seeking allowable growth and supplemental aid for a negative special education balance.

Our Board approved this action on 9/16/2019

Upload your minutes (PDF or Word): [Choose File](#) No file chosen

[Upload Minutes](#)

Previous Year Carryover (Screen 4)

\$0.00

Total Special Education Revenue

\$641,008.63

Total Special Education Expenditures

\$645,224.27

Special Education Balance In Current Year

(\$4,215.64)

Weighted Receipts (Screen 4)

\$257,046.00

Carryover Allowed in Current Year (10% of Weighted Receipts)

\$25,704.60

Amount to be Redistributed to Districts with a Negative Balance

\$0.00

Amount of Allowable Growth Request

\$4,215.64

DISTRICT LEVEL FORMS	STATUS	DATE
Screen 1 - Resident Students Tuitioned Out	COMPLETE	9/9/2019 5:17:00 PM
Screen 2 - Resident Students	COMPLETE	9/9/2019 5:17:34 PM
Screen 3 - Non-Resident Students Tuitioned In	COMPLETE	9/9/2019 5:17:40 PM
Screen 4 - Receipts	COMPLETE	9/9/2019 5:18:08 PM
Screen 5 - Part B Funds	COMPLETE	9/9/2019 5:18:18 PM
Screen 6 - Medicaid Reimbursement	COMPLETE	9/9/2019 5:18:39 PM
Screen 7 - Transportation Costs	COMPLETE	9/9/2019 5:18:57 PM
Screen 8 - Special Education Balance	COMPLETE	9/9/2019 5:19:27 PM
Screen 9 - Maintenance of Effort	COMPLETE	9/9/2019 5:19:40 PM
Screen 10 - Excess Costs	COMPLETE	9/9/2019 5:19:49 PM
Screen 11 - Certification	COMPLETE	9/9/2019 5:21:21 PM

Please contact [Bill Roederer](#) [IDOE], by email or phone 515-281-7972 with questions regarding this form.

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Transportation Annual Report - 1. Mileage

Update

1. Mileage (Completed) 2. Student Count (Not Completed) 3. Operating Costs/Revenues (Display Only) 4. Miscellaneous Student Count (Not Completed)

Update Successful

<p>1. COST PER MILE (district-owned autos, vans & wagons of 9-capacity or less) The cost per mile rate shown here will be used, where appropriate, to determine the cost for miles traveled by district-owned, 9-passenger autos, vans and wagons. The default cost per mile that currently is allowed by the IRS for business mileage deductions is 58.0 cents. If the district's actual cost per mile rate is known, enter that amount here.</p>	<div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; padding: 2px;">0.58</div>
--	---

	Yellow School Bus	Auto, Van & Wagon
2. Total regular route miles traveled this school year	043096	0
3. Total kindergarten route miles traveled this school year	0	0
4. Total miscellaneous miles traveled this school year	0	0
5. Total route and miscellaneous miles traveled this school year	43,096.00	0.00
6. Total miles traveled for special education this school year	7909	11704
7. Total activity and educational trip miles this school year	13752	16128
8. Total miles traveled for other persons and groups this school year	0	0
9. Enter miles driven by administrators, teachers or other school staff (in district-owned, 9-passenger or less capacity vehicles) to attend meetings, conferences, or for other non-student related school business. The cost of operation (fuel, maintenance, insurance, etc.) is to be included in the Operating Costs form of this report. Include driver's education vehicle miles.		14536

Iowa Department of Education



Form: 2. Student Count	Go
District: 5508 School: 0000 Name: Riceville Comm School District	

Transportation Annual Report - 2. Student Count

You must click UPDATE to save changes...The GO button does NOT save changes!

Update

1. Mileage (Completed) **2. Student Count (Completed)** 3. Operating Costs/Revenues (Display Only) 4. Miscellaneous Student Count (Not Completed)

Update Successful!

Number of days buses operated for 2019 school year	167	Number of weeks= 33.4
--	-----	-----------------------

PUBLIC/OPEN ENROLLMENT SCHOOL STUDENTS		
TRANSPORTATION REQUIRED BY LAW	NUMBER OF STUDENTS	AGGREGATE NUMBER OF WEEKS
1. Elementary students transported who live more than 2 miles from school	109	3640
2. High school students transported who live more than 3 miles from school	85	2839
TRANSPORTATION NOT REQUIRED BY LAW	NUMBER OF STUDENTS	AGGREGATE NUMBER OF WEEKS
3. Elementary students transported who live 2 miles or less from school	27	901
4. High school students transported who live 3 miles or less from school	20	668

NONPUBLIC SCHOOL STUDENTS - RESIDENT		
TRANSPORTATION REQUIRED BY LAW	NUMBER OF STUDENTS	AGGREGATE NUMBER OF WEEKS
5. Elementary students transported who live more than 2 miles from school	0	0
6. High school students transported who live more than 3 miles from school	0	0
TRANSPORTATION NOT REQUIRED BY LAW	NUMBER OF STUDENTS	AGGREGATE NUMBER OF WEEKS
7. Elementary students transported who live 2 miles or less from school	0	0
8. High school students transported who live 3 miles or less from school	0	0

NONPUBLIC SCHOOL STUDENTS - NONRESIDENT		
	NUMBER OF STUDENTS	AGGREGATE

		NUMBER OF WEEKS
9. Elementary students transported	0	0
10. High school students transported	0	0

This Record Last Modified: 9/8/2019 3:03:47 PM

Please contact [Max Christensen](#) by email or phone (515)281-4749 with questions regarding this form.

Transportation Annual Report - 3. Operating Costs/Revenues

1. Mileage (Completed) 2. Student Count (Completed) **3. Operating Costs/Revenues (Display Only)** 4. Miscellaneous Student Count (Not Completed)

Transportation Costs	
1. Total cost of fuel	28,350.42
2. Fuel tank spill-monitoring devices/systems, etc.	0.00
3. Vehicle depreciation	77,312.98
4. Two-way radio communications equipment	0.00
5. Video monitoring system equipment	0.00
6. Rental of equipment and vehicles	0.00
7. School bus driver, mechanic, supervisor, aide, washer salaries	81,984.85
8. Benefits	13,772.78
9. Transportation supplies and parts	18,355.21
10. Repairs, maintenance and inspection fees	6,143.13
11. Vehicle insurance costs	7,023.00
12. Drug/Alcohol Testing	1,401.00
13. Transportation provided by non-district personnel	7,838.03
14. Other expenditures	19,928.61
15. Total Operating Costs	262,110.01

Transportation Revenues	
16. Nonpublic Transportation Reimbursement	0.00
17. Transportation assistance received (SBRC)	0.00
18. Clean School Bus Program CFDA 66.034	0.00
19. Total Transportation Revenues	0.00

Adjustments	
20. Fuel tax refund, prior year	0.00
21. Administrative, teacher, custodial mileage & driver education cost adjustment (AUTO, VAN & WAGON ONLY)	8,430.88
22. Special education SES adjustment	6,788.32
23. Activity & educational trip mileage adjustment (AUTO, VAN & WAGON ONLY)	9,354.24
24. Other persons & group mileage adjustment (AUTO, VAN & WAGON ONLY)	0.00
25. Total Adjustments	24,573.44
26. Net transportation costs (Operating Costs + revenues + adjustments for SE, auto, van & wagon (mileage X cost per mile from form 1))	237,536.57

Transportation Annual Report - 4. Miscellaneous

Update

By Clicking the "Certify" button below, I, as Superintendent or Chief Administrator, certify that the data reported to the Department of Education, to the best of my knowledge and belief, is true and accurate.

Certify

1. Mileage (Completed)

2. Student Count (Completed)

3. Operating Costs/Revenues (Display Only)

4. Miscellaneous
(Completed)

Update Successful

1. Average Number of Students transported (total aggregate weeks / number of weeks from form 2)	241.00
2. Route/Miscellaneous Miles Traveled (Yellow and auto, van & wagon)	43,096.00
3. Non-Route Miles Traveled (Yellow for SE, activity, educational trip)	21,661.00
4. Total Route/Misc & Non-Route Miles Traveled (Line 2 + line 3)	64,757.00
5. Net transportation costs (Operating Costs + revenues + adjustments for SE, auto, van & wagon (mileage X cost per mile from form 1))	0.00
6. Average Cost Per Mile Traveled (Total cost-revenue-nonroute)/route miles	3.67
7. Non-Route Operating Costs (Yellow misc, SE, activity, ed trip X avg cost per mile)	79,495.87
8. Net Operating Cost (Line 5 - line 7)	158,040.70
9. Average Cost Per Pupil Transported (All Students) (line 8 / line 1)	655.77

Assurance

10. Has your district performed the mandated twice annual bus evacuation drill?

☒ Yes
☐ No

Contact Information	
11. Contact First Name	Jennifer
12. Contact Last Name	Dunn
13. Contact Phone	6419852288
14. Contact Email	jdunn@riceville.k12.ia.us
15. Transportation Supervisor First Name	Bobby
16. Transportation Supervisor Last Name	Meyer
17. Transportation Supervisor Phone	641-220-2095
18. Transportation Supervisor Email	bobby.meyer@osage.k12.ia.us
19. Head Mechanic First Name	Bobby
20. Head Mechanic Last Name	MEyer
21. Head Mechanic Phone	641-220-2095
22. Head Mechanic Email	bobby.meyer@osage.k12.ia.us

Riceville Community Schools Concussion Policy and Protocol

Concussion Policy and Protocol

The Riceville Community Schools will follow guidelines outlined by the Iowa High School Athletic Association Concussion Management Protocol, Iowa Code Section 280.12C regarding brain injury policies.

If a Riceville Community School staff member, coach or contest official observes any signs, symptoms or any behaviors consistent with a concussion or brain injury in a school activity (recess, in the classroom, during a competition or practice), the student shall be **immediately removed from participation**. If injury occurs during the school day, the student should be sent to the nurse's office, where the school nurse or other designee will assess the student and notify parents/ guardians. If happens during a practice or game, the coach is responsible for notifying parents immediately, and notifying the athletic director and school nurse in a timely manner. A student who has been removed from participation shall not return to such participation until the student has been evaluated by a licensed health care provider trained in the evaluation and management of concussions and other brain injuries. A student must then receive a written clearance to return to participation from the same health care provider who evaluated and/or diagnosed the concussion.

A school activity includes any physical education or weightlifting course, recess, extracurricular interscholastic activity contest or practice, including sports, dance, or cheerleading.

A licensed health care provider includes: a physician, physician's assistant, advanced registered nurse practitioner, chiropractor, physical therapist, nurse or licensed athletic trainer.

Preseason baseline neurocognitive testing (ImPACT Testing) will be done for **all 9-12 athletes** and may be repeated at the discretion of the athletic director, coaches, school nurse and administrative staff. This can and will be used during the school year to help identify the effects of an injury and the student/ player's readiness to return to school and/or activities.

Student Support Team will identify needs and plan for ways to promote the success of a student with brain injury and/or concussion once they have returned to learn and to play. A student support team will consist of: principal, school nurse, teachers, athletic director, coaches and medical staff, as appropriate. These team members will work closely with the student and parents/ guardians to manage the student's needs at school and during extracurricular activities.

Head Injury Protocol during School Hours

1. A student will be sent to the school nurse for assessment after any bump, blow or jolt to the head which occurs during the school day.
2. The school nurse will observe the student for signs and symptoms of a concussion.
3. Classroom teacher will be notified and will consult with school nurse if any signs or symptoms of concern are identified during class.
4. Student's parent(s) or legal guardian will be notified of the injury and observations by the school nurse, or other designee during the school day, or by a coach if it occurs before or after school during an extracurricular.
5. If signs or symptoms of concussion are not present, student may remain in school but should not participate in any sports or recreational activities on the day of the injury.
6. Student will return to school nurse immediately if symptoms of concussion occur at any time after the injury.

Head Injury Protocol outside of School Hours

1. The student will be removed from activity immediately.
2. Assess and monitor for signs and symptoms of concussion.
3. Coach or sponsor must notify a parent/ guardian of the head injury right away, before the student leaves practice or event.
4. Regardless of whether or not a concussion has been diagnosed, **a student athlete should never return to sports or activities on the same day a head injury occurred.**
5. Coach or sponsor will notify school nurse and athletic director if any student experiences a head injury during a practice or competition.

Return to Learn

Returning to school should be determined based on each individual student's symptoms. No school, shortened school days, allotted rest periods are some attendance alternatives that may be appropriate throughout the healing process. If symptoms reoccur after returning to school, brain activity should be decreased (rest time, school day lessened, etc.) Most students will improve within 3 weeks of head injury/ concussion; if not, a 504 plan should be considered. Students should be performing at their academic baseline (symptom-free) before returning to athletics.

If concussion symptoms reappear at any time during return to learn and/or play, the student should cease activity and be re-evaluated by the school nurse and/or other healthcare professional.

Diagnosed Concussion

1. A student athlete should never return to play (competition or practice) on the same day of a diagnosed or suspected concussion.
2. A licensed health care provider (defined above) should evaluate the student on the same day the injury occurs.
3. A post injury ImPACT test should be completed by the student athlete.

4. A student may return to activity once they: are asymptomatic for concussion at rest, asymptomatic for concussion with exertion (physical and mental), and must have written clearance from a licensed healthcare provider. Clearance by a licensed medical professional is required by Iowa Code.
5. Once all criteria above are met, the student should progress back to full activity following the step by step process outlined below, unless otherwise defined by provider:
 - Step 1: Complete physical and cognitive rest
 - No exertional activity until asymptomatic
 - Stay home from school or limit school hours as needed
 - Step 2: Return to school full time
 - Step 3: Low impact, light aerobic exercise
 - This step should not begin until student is no longer having any concussion related symptoms and has been cleared by the treating licensed healthcare provider.
 - Student may begin brisk walking, light jogging, swimming or riding an exercise bike at less than 70% maximum performance heart rate
 - No weight or resistance training permitted at this time.
 - Step 4: Basic exercise, such as running in gym or on field
 - No helmet/ equipment
 - Step 5: Non-contact, sport-specific training drills; includes dribbling, ball handling, batting, fielding, running drills, etc.
 - Weight training can begin
 - Step 6: Following medical clearance, full contact practice or training permitted
 - Step 7: Normal activity or competition in a contest is permitted

Prior to returning to full practice, a post injury ImPACT test must be completed by the student athlete and must have comparable results to their baseline exam. This will be at the discretion of either the school nurse, or the athletic trainer.

New Policy

Riceville Community School District Concussion Policy and Protocol

Concussion Policy and Protocol

The Riceville Community School District (RCSD) is committed to the safety of all our students in both learning and play. RCSD will comply with Iowa Code 280.13C, regarding concussions and brain injury policies as well as adopt the return to learn and return to play protocols for concussions and brain injuries in accordance with Iowa House Bill 2442 using REAP (Remove/Reduce, Educate, Adjust/Accommodate, Pace) guidelines which are endorsed by the Iowa Dept. of Public Health, Iowa Dept. of Education, Iowa High School Athletic Association, and the Iowa High School Girls Athletic Union.

Concussion

A concussion or traumatic brain injury (TBI) is a traumatic injury to soft tissue, usually the brain, as a result of a violent blow, shaking, or spinning of the head or body that causes the brain to move quickly back and forth against the skull or to rotate inside the skull. A brain **concussion** can cause immediate but temporary impairment of brain functions, such as thinking, vision, equilibrium, and consciousness. The signs and symptoms of a concussion can be subtle and may not show up immediately. Symptoms can last for days, weeks, or even longer. The symptoms can range from mild to severe and may include, but not limited to: confusion, disorientation, memory loss, slowed reaction times, emotional reactions, headaches and dizziness. How a concussion affects a student will vary on a case-by-case basis.

Removal from participation (required by IA Code 280.13C(2))

If a student's coach, contest official, licensed health care provider or an emergency medical care provider observes signs, symptoms, or behaviors consistent with a concussion or brain injury in an extracurricular interscholastic activity, the student shall be immediately removed from participation. A student who has been removed from participation shall not recommence such participation or participate in any dance or cheerleading activity or activity, contest, or practice governed by the Iowa High School Athletic Association or the Iowa Girls High School Athletic Union until the student has been evaluated by a licensed health care provider trained in the evaluation and management of concussions and other brain injuries and the student has received written clearance to return to or commence participation from a licensed health care provider.

Concussion Notification Protocol during school hours:

1. A student who receives a bump, blow, jolt or shaking of the head will immediately be removed from such physical activity, including recess and physical education, and sent to the school nurse (or medication certified staff) for assessment.
2. School nurse (or medication certified staff) will evaluate and observe student for signs and symptoms of a concussion.

3. If the student is asymptomatic, he or she will return to class and remain in school, but should not participate in any sports or recreational activities the remainder of the day. Classroom teacher will be notified of the event and will monitor for signs and symptoms and will consult with the school nurse (or medication certified staff) if any concerns are identified during class. Student's parent(s) or legal guardian will be notified of the injury and observations by the nurse (medication certified staff). Concussion information will be sent home with above student at parent's request.
4. Student will immediately return to school nurse if they experience any signs or symptoms anytime following the injury. Parent(s) or legal guardian will be contacted and encouraged to have a healthcare provider evaluate their student for a concussion.

Concussion Notification Protocol outside of school hours:

1. If a student athlete is removed from any activity for a suspected concussion, a coach, licensed healthcare provider, or emergency medical care provider should assess and monitor student for any signs or symptoms. Regardless of whether or not a concussion has been diagnosed or even if the student athlete is asymptomatic, the student athlete should not return to any activity that same day. If any symptoms are noted, the student athlete may not return to play until evaluated and released by a licensed healthcare provider.
2. Coach or delegate will notify parent(s)/legal guardian as soon as possible after evaluating the student athlete. If symptoms are noted, parent/legal guardian will be informed of the need for evaluation and release by a licensed healthcare provider.
3. Coach or delegate will notify school nurse and athletic director within 24 hours of any suspected concussion.

Documentation

For students who receive an injury to the head during school day activities, the school nurse or medication certified staff will enter a record of the events in JMC.

For students who receive an injury to the head outside of school hours during any activity, written documentation of the event by the coach or delegate will be provided to the school nurse or medication certified staff and they will enter a record of the events in JMC.

Education

In compliance with IA Code 280.13C, RCSD will:

- 1) Provide parents and students in grades 7-12 an information sheet on brain injury. Yearly, RCSD will provide parents and students with the CDC Concussion Information Sheet. A student and their parent(s) must sign and return a copy of this form back to the district before they can participate in a sport.
- 2) Require coaches to complete concussion training at <https://headsap.cdc.gov/> every two years. Certificate of completion should be turned into the athletic director.

RCSD will use the REAP guidelines as an educational tool. These REAP guidelines will be available to all staff. Every three years or with any new changes, general information about concussions will be shared with staff: ex. How to identify a concussion (signs and symptoms), the importance of immediately removing the student from the activity, and the process for reporting injuries.

Concussion Management Team

RCSD will use a multidisciplinary team approach when managing a concussion and the recovery process. Each team has an important role in the various stages of concussion recovery, as outlined in the REAP manual. (see Table 2)

1. **Family team**
2. **School team/Physical-** administrator, principal, school nurse (School Physical Team Leader), athletic director, and coaches
3. **Medical team**
4. **Academic team-**teachers, counselor (School Academic Team Leader), AEA

Using REAP guidelines as a protocol for support in the areas of post concussive “return to learn (RTL) and return to play (RTP), the members of the Concussion Management Team will work closely with the student as an interdisciplinary team providing multiple perspectives of the student/athlete and multiple sources of data to gauge recovery status. Available members of the Concussion Management Team will meet weekly (in person or by phone) to discuss symptom monitoring, academic functioning/progress and medical recommendations. Team will agree on processes for documentation and information sharing. When all four teams decide that the student has recovered to a pre-concussion level of functioning , the Medical Team can approve a graduated “return-to-play” protocol to be implemented by the School Physical Team.

Team	Roles and Responsibilities	Team Members
Family Team	<ul style="list-style-type: none">● Remove student from physical activity immediately, including play at home/community, recreational, and/or club sports.● Communicate with school and medical teams.● Reduce home/social stimulation including “screen time” such as texting, social media, video games, and TV. This also includes reducing or eliminating time spent in loud environments such as sporting events, parties, concerts, and dances.● Reduce or restrict driving or operating machinery.● Encourage rest.● Monitor and document emotional and sleep/energy changes attributed to the	<ul style="list-style-type: none">● Other family members

	<p>concussion by using a symptom checklist.</p> <ul style="list-style-type: none"> ● Provide information regarding student's pre-concussion cognitive functioning to the Medical and School Teams. ● As symptoms lessen, gradually remove home and activity restrictions, as tolerated. 	
Medical Team	<ul style="list-style-type: none"> ● Remove student from physical activity immediately. ● Rule out more severe medical issues, including a severe traumatic brain injury. Consider risk factors and evaluate for concussion complications. ● Encourage rest. ● Approve graduated return-to-play after determining student's concussion symptoms have resolved and when documentation indicates the student is performing at pre-concussion cognitive demand levels at home and school. 	<p>Student-specific, licensed healthcare provider. May include:</p> <ul style="list-style-type: none"> ● Physician ● Physician assistant ● Chiropractor ● Advanced nurse practitioner ● Registered Nurse ● Physical therapist ● Athletic trainer ● Neuropsychologist
School Academic Team	<ul style="list-style-type: none"> ● Remove student from all physical activity at school, including PE and recess. ● Adjust academic demands (see section 3: Implications for Learning - Acute Recovery). ● Encourage "brain rest" breaks at school. ● Monitor and document academic and emotional effects of the concussion. ● Provide information regarding student's pre-concussion academic functioning. ● Assign an academic "point person." ● Teachers can gradually increase cognitive demands or reduce academic adjustments, as tolerated, using the decision-making flow chart in Figure 1. 	<p>May include:</p> <ul style="list-style-type: none"> ● Administrator ● 504 coordinator ● School social worker ● Counselor ● School psychologist ● Teacher ● Classroom paraprofessional ● AEA Brain Injury Resource Team consult
School Physical Team	<ul style="list-style-type: none"> ● Remove student from all physical activity immediately. ● Support reduction of school demands and home/school stimulation. 	<p>May include:</p> <ul style="list-style-type: none"> ● Registered nurse ● Licensed athletic trainer

	<ul style="list-style-type: none"> ● Provide encouragement to rest and take the needed time to heal. ● Watch, monitor and track physical symptoms of the concussion. ● Appoint a physical team “point person”. ● Monitor the graduated return-to-play steps after receiving medical approval. 	<ul style="list-style-type: none"> ● Coach ● Physical education teacher ● Athletic director
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Return to Learn

After a student has received the diagnosis of a concussion by a licensed healthcare professional, their symptoms will determine when they should return to school. Students may require individualized support as they recover from the injury and return to the learning environment. It is common for the student, their parents/guardians, or their coaches to wonder when the student is ready to be cleared to return to sports and other physical activities. However, it is important to remember that each youth is a student first and an athlete second. This means that return-to-school (RTS) and return-to-learn (RTL) steps should be completed and the student 100% back to baseline before starting the return-to-play (RTP) steps. Return-to-learn plan is defined as a plan developed by personnel of a school district or accredited nonpublic school based on guidance developed as required under Iowa Code section 280.13C(6)“b” to provide adjustments or accommodations as the student returns to the classroom. RCSD will adopt the return-to-learn plan based on the Brain Injury Association of America (BIAA).

Step 1: total cognitive and physical rest ; should last for 3 days or less if student is Symptom free for 24 hours. Activities that should be avoided include cell phone use (including text), computer use and video games. Activities that can be done include yoga, light meditation, light stretching activities, and breathing exercises.

Step 2: Light thinking activities that include listening to music that is calm and relaxing and playing familiar games. Activities mentioned in the first step may be expanded upon.

Step 3: Return to school phase. Start with ½ days or attending school part time. Identify accommodations that will make the student most successful. Always monitor the student carefully, allow rest breaks, and look for signs that he or she is not doing well. Everyone involved with the student should work together. It is key for everyone to keep the lines of communication open while monitoring the recovery plan.

Return-to-play

In compliance with Iowa’s Return to Play Protocol (Administrative Rules, Chapter 54) the following return-to-play step-wise process shall begin when the student who has been removed from participation in any extracurricular interscholastic activity governed by the Iowa High School Athletic Association or the Iowa Girls High School Athletic Union is no longer showing

signs, symptoms, or behaviors consistent with a concussion or other brain injury for a minimum of 24 hours and has received written medical clearance from a licensed health care provider to return to or commence such participation. Each step shall take a minimum of 24 hours. If the student shows signs, symptoms, or behaviors consistent with a concussion or other brain injury at any step of the return-to-play protocol, the student must stop the activity and the student's licensed health care provider and parent or guardian shall be contacted. If the student shows signs, symptoms, or behaviors consistent with a concussion or other brain injury during this process, an additional 24-hour period of rest shall take place. After the 24-hour period of rest, the student shall drop back to the previous level when the student showed no signs, symptoms, or behaviors consistent with a concussion or other brain injury and begin the progression again.

Step 1: Athlete has received written medical clearance from a licensed health care provider to begin the return-to-play process, AND the athlete is back to regular activities, including school, without experiencing any concussion signs, symptoms, or behaviors for a minimum of 24 hours.

Step 2: Low impact, light aerobic exercise. Walking or stationary cycling at slow to medium pace. No resistance/weight training.

Step 3: Basic exercise, such as running in the gym or on the field. No helmet or other equipment.

Step 4: Noncontact, sport-specific training drills (dribbling, ball handling, batting, Fielding, running drills) in full equipment. Resistance/weight training may begin.

Step 5: Full contact practice and participation in normal training activities.

Step 6: Contest participation.

References:

"Concussion Management Guidelines for Iowa Schools." Iowa Department of Education and Iowa Department of Public Health, June 2017,
www.educateiowa.gov/student-health-conditions.

"Concerning the Protection of Students from Concussion and other Brain Injuries, 2011, Concussion and other Brain Injury Statute, Iowa Department of Education,
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"Concussion/Mild TBI", Return to Learn, Brain Injury Association of America,
www.biausa.org/brain-injury/about-brain-injury/concussion

REAP Iowa Version 2.0 (2019), Dr. Karen McAvoy, Iowa Concussion Consortium,
www.biausa.org/brain-injury/about-brain-injury/concussion

"Iowa Association of School Boards Releases Concussion Protocol and Adoption Clarification, May 2019, Concussion Management and Awareness, Iowa Department of Public Health, <https://idph.iowa.gov/brain-injuries/concussion>

"Iowa Concussion Law (Code of Iowa 280.13C), References for Concussion Management, Iowa Department of Public Health, https://idph.iowa.gov/Portals/1/userfiles/32/280_13c.pdf

"Iowa's Return to Play Protocol"(Administrative Rules, Chapt. 54), References for Concussion Management, Iowa Department of Public Health, <https://www.legis.iowa.gov/docs/iac/chapter/641.54.pdf>

Riceville Community School District

Concussion Policy and Protocol

Concussion Policy and Protocol

The Riceville Community School District (RCSD) is committed to the safety of all our students in both learning and play. RCSD will comply with Iowa Code 280.13C, regarding concussions and brain injury policies as well as adopt the return to learn and return to play protocols for concussions and brain injuries in accordance with Iowa House Bill 2442 using REAP (Remove/Reduce, Educate, Adjust/Accommodate, Pace) guidelines which are endorsed by the Iowa Dept. of Public Health, Iowa Dept. of Education, Iowa High School Athletic Association, and the Iowa High School Girls Athletic Union.

Beginning the 2019-2020 school year, the Riceville Community School District is requiring all 7-12 students who participate in athletics, including cheerleading and dance, to have concussion baseline testing done. After the initial testing, which is good for 2 years, a new baseline test must be done (every other year). All baseline testing for 2019-2020 fall sports must be completed by 10-1-19 or the student-athlete will be ineligible to participate until such testing is done. For all future athletics, the baseline test must be done prior to any participation in any athletics, including practices.

Concussion

A concussion or traumatic brain injury (TBI) is a traumatic injury to soft tissue, usually the brain, as a result of a violent blow, shaking, or spinning of the head or body that causes the brain to move quickly back and forth against the skull or to rotate inside the skull. A brain **concussion** can cause immediate but temporary impairment of brain functions, such as thinking, vision, equilibrium, and consciousness. The signs and symptoms of a concussion can be subtle and may not show up immediately. Symptoms can last for days, weeks, or even longer. The symptoms can range from mild to severe and may include, but not limited to: confusion, disorientation, memory loss, slowed reaction times, emotional reactions, headaches and dizziness. How a concussion affects a student will vary on a case-by-case basis.

Removal from participation (required by IA Code 280.13C(2))

If a student's coach, contest official, licensed health care provider or an emergency medical care provider observes signs, symptoms, or behaviors consistent with a concussion or brain injury in an extracurricular interscholastic activity, the student shall be immediately removed from participation. A student who has been removed from participation shall not recommence such participation or participate in any dance or cheerleading activity or activity, contest, or practice governed by the Iowa High School Athletic Association or the Iowa Girls High School Athletic Union until the student has been evaluated by a licensed health care provider trained in the evaluation and management of concussions and other brain injuries and the student has received written clearance to return to or commence participation from a licensed health care provider.

Concussion Notification Protocol during school hours:

1. A student who receives a bump, blow, jolt or shaking of the head will immediately be removed from such physical activity, including recess and physical education, and sent to the school nurse (or medication certified staff) for assessment.
2. School nurse (or medication certified staff) will evaluate and observe student for signs and symptoms of a concussion.
3. If the student is asymptomatic, he or she will return to class and remain in school, but should not participate in any sports or recreational activities the remainder of the day. Classroom teacher will be notified of the event and will monitor for signs and symptoms and will consult with the school nurse (or medication certified staff) if any concerns are identified during class. Student's parent(s) or legal guardian will be notified of the injury and observations by the nurse (medication certified staff). Concussion information will be sent home with above student at parent's request.
4. Student will immediately return to school nurse if they experience any signs or symptoms anytime following the injury. Parent(s) or legal guardian will be contacted and encouraged to have a healthcare provider evaluate their student for a concussion.

Concussion Notification Protocol outside of school hours:

1. If a student athlete is removed from any activity for a suspected concussion, a coach, licensed healthcare provider, or emergency medical care provider should assess and monitor student for any signs or symptoms. Regardless of whether or not a concussion has been diagnosed or even if the student athlete is asymptomatic, the student athlete should not return to any activity that same day. If any symptoms are noted, the student athlete may not return to play until evaluated and released by a licensed healthcare provider.
2. Coach or delegate will notify parent(s)/legal guardian as soon as possible after evaluating the student athlete. If symptoms are noted, parent/legal guardian will be informed of the need for evaluation and release by a licensed healthcare provider.
3. Coach or delegate will notify school nurse and athletic director within 24 hours of any suspected concussion.

Documentation

For students who receive an injury to the head during school day activities, the school nurse or medication certified staff will enter a record of the events in JMC.

For students who receive an injury to the head outside of school hours during any activity, written documentation of the event by the coach or delegate will be provided to the school nurse or medication certified staff and they will enter a record of the events in JMC.

Education

In compliance with IA Code 280.13C, RCSD will:

- 1) Provide parents and students in grades 7-12 an information sheet on brain injury. Yearly, RCSD will provide parents and students with the CDC Concussion Information Sheet. A student and their parent(s) must sign and return a copy of this form back to the district before they can participate in a sport.
- 2) Require coaches to complete concussion training at <https://headsap.cdc.gov/> every two years. Certificate of completion should be turned into the athletic director.

RCSD will use the REAP guidelines as an educational tool. These REAP guidelines will be available to all staff. Every three years or with any new changes, general information about concussions will be shared with staff: ex. How to identify a concussion (signs and symptoms), the importance of immediately removing the student from the activity, and the process for reporting injuries.

Concussion Management Team

RCSD will use a multidisciplinary team approach when managing a concussion and the recovery process. Each team has an important role in the various stages of concussion recovery, as outlined in the REAP manual. (see Table 2)

1. **Family team**
2. **School team/Physical-** administrator, principal, school nurse (School Physical Team Leader), athletic director, and coaches
3. **Medical team**
4. **Academic team-**teachers, counselor (School Academic Team Leader), AEA

Using REAP guidelines as a protocol for support in the areas of post concussive “return to learn (RTL) and return to play (RTP), the members of the Concussion Management Team will work closely with the student as an interdisciplinary team providing multiple perspectives of the student/athlete and multiple sources of data to gauge recovery status. Available members of the Concussion Management Team will meet weekly (in person or by phone) to discuss symptom monitoring, academic functioning/progress and medical recommendations. Team will agree on processes for documentation and information sharing. When all four teams decide that the student has recovered to a pre-concussion level of functioning, the Medical Team can approve a graduated “return-to-play” protocol to be implemented by the School Physical Team.

Team	Roles and Responsibilities	Team Members
Family Team	<ul style="list-style-type: none"> ● Remove student from physical activity immediately, including play at home/community, recreational, and/or club sports. ● Communicate with school and medical teams. ● Reduce home/social stimulation including “screen time” such as texting, social media, video games, and TV. This also includes reducing or eliminating time spent in loud environments such 	<ul style="list-style-type: none"> ● Other family members

	<p>as sporting events, parties, concerts, and dances.</p> <ul style="list-style-type: none"> • Reduce or restrict driving or operating machinery. • Encourage rest. • Monitor and document emotional and sleep/energy changes attributed to the concussion by using a symptom checklist. • Provide information regarding student's pre-concussion cognitive functioning to the Medical and School Teams. • As symptoms lessen, gradually remove home and activity restrictions, as tolerated. 	
Medical Team	<ul style="list-style-type: none"> • Remove student from physical activity immediately. • Rule out more severe medical issues, including a severe traumatic brain injury. Consider risk factors and evaluate for concussion complications. • Encourage rest. • Approve graduated return-to-play after determining student's concussion symptoms have resolved and when documentation indicates the student is performing at pre-concussion cognitive demand levels at home and school. 	<p>Student-specific, licensed healthcare provider.</p> <p>May include:</p> <ul style="list-style-type: none"> • Physician • Physician assistant • Chiropractor • Advanced nurse practitioner • Registered Nurse • Physical therapist • Athletic trainer • Neuropsychologist
School Academic Team	<ul style="list-style-type: none"> • Remove student from all physical activity at school, including PE and recess. • Adjust academic demands (see section 3: Implications for Learning - Acute Recovery). • Encourage "brain rest" breaks at school. • Monitor and document academic and emotional effects of the concussion. • Provide information regarding student's pre-concussion academic 	<p>May include:</p> <ul style="list-style-type: none"> • Administrator • 504 coordinator • School social worker • Counselor • School psychologist • Teacher • Classroom paraprofessional • AEA Brain Injury

	functioning. <ul style="list-style-type: none"> ● Assign an academic “point person.” ● Teachers can gradually increase cognitive demands or reduce academic adjustments, as tolerated, using the decision-making flow chart in Figure 1. 	Resource Team consult
School Physical Team	<ul style="list-style-type: none"> ● Remove student from all physical activity immediately. ● Support reduction of school demands and home/school stimulation. ● Provide encouragement to rest and take the needed time to heal. ● Watch, monitor and track physical symptoms of the concussion. ● Appoint a physical team “point person”. ● Monitor the graduated return-to-play steps after receiving medical approval. 	May include: <ul style="list-style-type: none"> ● Registered nurse ● Licensed athletic trainer ● Coach ● Physical education teacher ● Athletic director

Return to Learn

After a student has received the diagnosis of a concussion by a licensed healthcare professional, their symptoms will determine when they should return to school. Students may require individualized support as they recover from the injury and return to the learning environment. It is common for the student, their parents/guardians, or their coaches to wonder when the student is ready to be cleared to return to sports and other physical activities. However, it is important to remember that each youth is a student first and an athlete second. This means that return-to-school (RTS) and return-to-learn (RTL) steps should be completed and the student 100% back to baseline before starting the return-to-play (RTP) steps. Return-to-learn plan is defined as a plan developed by personnel of a school district or accredited nonpublic school based on guidance developed as required under Iowa Code section 280.13C(6)“b” to provide adjustments or accommodations as the student returns to the classroom. RCSD will adopt the return-to-learn plan based on the Brain Injury Association of America (BIAA).

Step 1: total cognitive and physical rest ; should last for 3 days or less if student is

Symptom free for 24 hours. Activities that should be avoided include cell phone use (including text), computer use and video games. Activities that can be done include yoga, light meditation, light stretching activities, and breathing exercises.

Step 2: Light thinking activities that include listening to music that is calm and relaxing and playing familiar games. Activities mentioned in the first step

may be expanded upon.

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In compliance with Iowa's Return to Play Protocol (Administrative Rules, Chapter 54) the following return-to-play step-wise process shall begin when the student who has been removed from participation in any extracurricular interscholastic activity governed by the Iowa High School Athletic Association or the Iowa Girls High School Athletic Union is no longer showing signs, symptoms, or behaviors consistent with a concussion or other brain injury for a minimum of 24 hours and has received written medical clearance from a licensed health care provider to return to or commence such participation. Each step shall take a minimum of 24 hours. If the student shows signs, symptoms, or behaviors consistent with a concussion or other brain injury at any step of the return-to-play protocol, the student must stop the activity and the student's licensed health care provider and parent or guardian shall be contacted. If the student shows signs, symptoms, or behaviors consistent with a concussion or other brain injury during this process, an additional 24-hour period of rest shall take place. After the 24-hour period of rest, the student shall drop back to the previous level when the student showed no signs, symptoms, or behaviors consistent with a concussion or other brain injury and begin the progression again.

Step 1: Athlete has received written medical clearance from a licensed health care provider to begin the return-to-play process, AND the athlete is back to regular activities, including school, without experiencing any concussion signs, symptoms, or behaviors for a minimum of 24 hours.

Step 2: Low impact, light aerobic exercise. Walking or stationary cycling at slow to medium pace. No resistance/weight training.

Step 3: Basic exercise, such as running in the gym or on the field. No helmet or other equipment.

Step 4: Noncontact, sport-specific training drills (dribbling, ball handling, batting, Fielding, running drills) in full equipment. Resistance/weight training may begin.

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Step 6: Contest participation.

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"Iowa's Return to Play Protocol"(Administrative Rules, Chapt. 54), References for Concussion Management, Iowa Department of Public Health, <https://www.legis.iowa.gov/docs/iac/chapter/641.54.pdf>



IOWA HIGH SCHOOL ATHLETIC ASSOCIATION

P.O. BOX 10 • BOONE, IA 50036-0010 • (515) 432-2011 • FAX (515) 432-2961 • www.iahsaa.org

TOM KEATING, Executive Director • BRETT NANNINGA, Associate Director
TODD THARP, Assistant Director • CHAD ELSBERRY, Assistant Director • JARED CHIZEK, Assistant Director

August 19, 2019

TO: School Administrators

FROM: Tom Keating, Executive Director - IHSAA

RE: IHSAA Member Schools With No Ejections During 2018-2019 Sport Season

It is with great pride that I can send this letter to your school regarding coach and student-athlete conduct during the 2018-2019 school year.

You are one of 149 schools, which calculates to 41% of the IHSAA membership, who had no student-athletes or coaches ejected during the 2018-2019 school year.

So many times we dwell on the negative but this is an opportunity for me to convey to you from the Iowa High School Athletic Association that you should take pride in notifying your coaches and your student-athletes how proud you are of their overall conduct during the 2018-2019 school year.

We continue to see good conduct from our coaches and our student-athletes every year. I realize many times an ejection deals with an emotional outburst and the individual involved regrets what has occurred, but to go through an entire year and not have one flagrant, unsportsmanlike act during any of your competitions, is certainly something to be proud of.

I am proud I can send you this letter about the great conduct and sportsmanship by your student-athletes and coaches. With the start of the 2019-2020 school year I hope you can use this as a springboard to another great year.

Keep up the good work. Keep the emphasis where we need to have it as it relates to your students and coaches representing your school, community and patrons. We do appreciate your leadership.

At every competition venue and in the stands - - - **CONDUCT COUNTS!!**

Sincerely,

Tom Keating
Executive Director

TK:cc



Riceville Community School District

RCSD

912 WOODLAND AVENUE • RICEVILLE, IOWA 50466-7507
Superintendent Office Fax 641.985.4171 • High School Fax 641.985.4001

www.riceville.k12.ia.us

Superintendent

Barb Schwamman 641.985.2288
barb.schwamman@riceville.k12.ia.us

PK-12 Principal

Vanessa Huber 641.985.2288
vanessa.huber@riceville.k12.ia.us

Business Manager

Jen Dunn 641.985.2288
jdunn@riceville.k12.ia.us

Early Graduation Application

Students requesting permission to graduate early must obtain approval from the Riceville Community School District Board of Education by the end of the previous school year. If you request early graduation after this time, you must appear before the school board for approval. You will be permitted to walk in graduation ceremonies and participate in senior prom pending all graduation and financial obligations are satisfactorily met.

Student Name: April Percival

Student e-mail: cat241@riceville.k12.ia.us

Address: 8151 Birch Ave

City Riceville State: Iowa Zip: 50466

Parent/Guardian Name: Amanda Brunner

Current e-mail: _____

Address: 8151 Birch Ave

City Riceville State: Iowa Zip: 50466

Please Identify your reason(s) for wanting to graduate early. What will you be doing after you graduate?

After I graduate I plan on working until I will begin college. I have not decided what college yet but I plan on getting my bachelors degree in education and of course getting a state license for teaching, to one day become a highschool math teacher.

How many credits have you earned? 59 How many credits are pending/are you currently enrolled in? 9

Grade Point Average: 2.971

What courses are you currently enrolled?

Great Novels
Chemistry
Personal Finance

English 3
American History

Algebra 2
Economics

What is your anticipated schedule for your final year of school? (Semester 1)

Character Dev. & Leadership College Comp
7-12 Band PE
American Government Accounting

Trigonometry
Mythology
Mus. Theory

Pre-Employment Skills

Student Signature: April Percival Date: 08/25/19

Parent/Guardian Signature: Amanda Brunner Date: 08/25/19

School Counselor Signature: Mitchell M. Doherty Date: 9-13-19

Principal's Signature: _____ Date: _____

School Board President Signature: _____ Date: _____



Riceville Community School District

912 WOODLAND AVENUE • RICEVILLE, IOWA 50466-7507
Superintendent Office Fax 641.985.4171 • High School Fax 641.985.4001

RCSD

Superintendent

Barb Schwamman 641.985.2288
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vanessa.huber@riceville.k12.ia.us

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Student Name: HANNAH SUNNES

Student e-mail: cat244@riceville.k12.ia.us

Address: 9016 90TH ST

City: RICEVILLE State: IA Zip: 50466

Parent/Guardian Name: GARY & JANELLE SUNNES

Current e-mail: JANELLE SUNNES 69@gmail.com

Address: 9016 90TH ST

City: RICEVILLE State: IA Zip: 50466

Please Identify your reason(s) for wanting to graduate early. What will you be doing after you graduate?

I THINK IT WOULD BE MORE BENEFICIAL FOR ME TO GRADUATE EARLY AND WORK FULL TIME. I WOULD CONSIDER DOING A CERTIFICATE PROGRAM IN THAT TIME.

How many credits have you earned? 59 How many credits are pending/are you currently enrolled in? 9

Grade Point Average: 3.702

What courses are you currently enrolled?

Ceramics 2 Small Engines Welding program @ NICC
American government Ag Power and Technology
Mythology

What is your anticipated schedule for your final year of school? (Semester 1)

GOVERNMENT PRE EMPLOYMENT SKILLS CERAMICS
MYTHOLOGY AG POWER AND TECH PLUMBING & ELECTRICITY
WELDING

Student Signature: Hannah Sunnes Date: 5-15-19

Parent/Guardian Signature: Gary S. Sunnes Date: 5-15-19

School Counselor Signature: Michelle M. Hollman Date: 9-13-19

Principal's Signature: _____ Date: _____

School Board President Signature: _____ Date: _____

Riceville CSD

2019 Equipment Breakdown Proposal



303 Watson Powell Jr. Way, Ste 300
Des Moines, IA 50309

P 515.243.2707 | F 515.243.6862
jesterinsurance.com



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EQUIPMENT BREAKDOWN PROGRAM ADVANTAGES

- The policy allows the school to shift funds from PPEL/SILO/or General Fund to Management Funds to pay for repair of electric/electronic equipment
- Reimburses the school district for any covered repairs performed by school staff (parts & labor). The money that is sent to the school is considered miscellaneous income.
- The school chooses its own outside vendors. The insurance company does not leverage the vendors to charge less. They assign the PO numbers and pay the vendors directly, which frees up Business Office personnel time.
- The Policy has no deductible. As such, it can be a cost effective substitute for an equipment lease (i.e. copiers) or existing maintenance contracts (i.e. fire alarm, CCTV system).
- Cash out provisions may apply to older equipment.





SU INSURANCE COMPANY



TELESERVE™

QUOTE/INITIATIVE NO: TW29689

Property Damage Insurance

20-Aug-2019

RICEVILLE COMMUNITY SCHOOL DISTRICT
912 WOODLAND AVENUE
RICEVILLE, IA 50466

INCLUDED EQUIPMENT CATEGORIES (Per Attached Schedule)

ATTACHMENT A: Computer Equipment:

- * Laptops (Per Attached)
- * Tablets (Per Attached)

ATTACHMENT B: Itemized Equipment-See Detail Below: (If Applicable)

- * Walk-In Freezers/Coolers
- * Manlifts
- * Other Equipment (with RV >\$15,000)

<u>Mfg/Model/Description</u>	<u>Serial Number</u>	<u>Site Name</u>
VARIOUS FREEZER WALKIN FREEZER, CROWN TONKA, 7 X 7	UNKNOWN	
VARIOUS COOLER WALKIN COOLER, CROWN TONKA, 8 X 8	109392-01	
VARIOUS FREEZER WALKIN FREEZER, CROWN TONKA, 8 X 16	76429-01	

ATTACHMENT C: COPIERS- See Detail Below: (If Applicable)

<u>Mfg/Model/Description</u>	<u>Serial Number</u>	<u>Site Name</u>
KONICA BIZHUBC258 COLOR COPIER	A7R0017000848	ELEMENTARY OFFICE
<u>Additional Terms / Comments</u> INCLUDES: CLEANING WEBS; DRUMS; PM KIT; WASTE TONER BOTTLE INCLUDES (Limit): ALL CONSUMABLES EXCEPT STAPLES AND PAPER WITH AN ALLOWANCE OF \$5,049.00. 0.0054 SURCHARGE > 468,000 BLACK COPIES 0.054 SURCHARGE > 52,150 COLOR COPIES		
KONICA BIZHUB554E COPIER	A61D011008523	ELEMENTARY WORKROOM
<u>Additional Terms / Comments</u> INCLUDES: CLEANING WEBS; DRUM (BLACK); PM KIT; WASTE TONER BOTTLE INCLUDES (Limit): ALL CONSUMABLES EXCEPT PAPER, STAPLES AND COLOR SUPPLIES WITH AN ALLOWANCE OF \$2,820.00. 0.0054 SURCHARGE > 592,100 BLACK COPIES		
KONICA BIZHUB554E COPIER	A61D011008551	HIGH SCHOOL WORKROOM
<u>Additional Terms / Comments</u> INCLUDES: CLEANING WEBS; DRUM (BLACK); PM KIT; WASTE TONER BOTTLE INCLUDES (Limit): ALL CONSUMABLES EXCEPT PAPER, STAPLES AND COLOR SUPPLIES WITH AN ALLOWANCE OF \$758.00. 0.0054 SURCHARGE > 99,950 BLACK COPIES		



SU INSURANCE COMPANY



TELESERVE™

QUOTE/INITIATIVE NO: TW29689R

Property Damage Insurance

29-Aug-2019

RICEVILLE COMMUNITY SCHOOL DISTRICT
912 WOODLAND AVENUE
RICEVILLE, IA 50466

INCLUDED EQUIPMENT CATEGORIES *(Per Attached Schedule)*

ATTACHMENT A: Computer Equipment:

- * Laptops (Per Attached)
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ATTACHMENT B: Itemized Equipment-See Detail Below: (If Applicable)

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VARIOUS FREEZER WALKIN FREEZER, CROWN TONKA, 8 X 16	76429-01	

ATTACHMENT C: COPIERS- See Detail Below: (If Applicable)

TOTAL SU ANNUAL COST:

\$31,052

TELESERVE™ SERVICES & COVERAGE

SERVICES:

WORK ORDER PROCESS	INCLUDED
VENDOR PAY PROCESS FOR COVERED ITEMS ONLY	INCLUDED
MANAGEMENT REPORTING	INCLUDED

COVERAGE:

CORRECTIVE MAINTENANCE

ELECTRICAL BREAKDOWN	INCLUDED
MECHANICAL BREAKDOWN	INCLUDED
PARTS	INCLUDED
LABOR	INCLUDED
TRAVEL	INCLUDED
PREVENTIVE MAINTENANCE	INCLUDED

COVERAGE IN EXCESS OR SECONDARY TO ANY OTHER INSURANCE FOR REPAIRS

CAUSED BY:

POWER SURGE	INCLUDED
HUMAN ERROR	INCLUDED
AIR CONDITIONING FAILURE	INCLUDED
RENTAL OF SUBSTITUTE EQUIPMENT	INCLUDED
OVERTIME, WEEKEND TIME, HOLIDAY TIME	INCLUDED
IN-HOUSE REIMBURSEMENTS FOR LOW VOLTAGE EQUIPMENT ONLY @ \$50/HOUR	INCLUDED

PHYSICAL PLANT EQUIPMENT, CONSUMABLES, SUPPLIES, PROJECTOR
TUBES/LAMPS, COSMETIC RESTORATION, UPGRADES, REFURBISHMENTS,
OBSCURITY, WIRING/CABLING, VEHICLES / TRACTORS / HEAVY EQUIPMENT,
FURNITURE AND FIXTURES, SOFTWARE

EXCLUDED

NON-ELECTRICAL / NON-ELECTRONIC EQUIPMENT	EXCLUDED
FIRE, ALL RISK, EC, FLOOD & EARTHQUAKE	EXCLUDED

DEDUCTIBLE	\$ 0.00
STUDENT ENROLLMENT	356

NOTE:

TERRORISM RISK INSURANCE (as mandated by the Terrorism Risk Insurance Act, as amended in 2015) can be purchased as an optional coverage.

Any and all information shared between the organization listed herein and Specialty Underwriters LLC shall be treated as CONFIDENTIAL and shall not be directly or indirectly disclosed to any third party.

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Quoted costs are exclusive of applicable taxes

		EFFECTIVE DATE	_____
SIGNED	<u>Michael H. Polaski</u>	ACCEPTED BY	_____
	Specialty Underwriters LLC		_____
		PO #	_____
DATE	<u>August 29, 2019</u>	DATE	_____

OFFER VALID FOR 60 DAYS
NOT BINDING UNTIL SIGNED ABOVE
AND MAILED TO AND ACCEPTED BY THE COMPANY

SU Insurance Company

Equipment Maintenance Insurance

RICEVILLE CSD

TW29689R

ENROLLMENT 356

ECU COVERAGE N

Classroom Equipment

QTY

A10	X	Driving Simulators
A20	X	Electrical & Electronic Auto Shop Equipment
A30	X	Electrical & Electronic Fitness Equipment
A40	X	Electrical & Electronic Laboratory Equipment
A50	X	Electrical & Electronic Sewing Equipment
A60	X	Electrical & Electronic Shop Equipment
A70	X	Electrical & Electronic Wood Shop Equipment
A80	X	Electronic Audio Visual Equipment (i.e., DVRs, projection devices, VR Technology)
A802	X	Electronic Whiteboards
A90	X	Electronic Band Equipment
A100	X	Electronic Photo Shop Equipment
A120	X	ICN Equipment
A790	X	Student Response Systems

Communications Equipment

A180	X	Audio / Visual Systems
A390	X	Overhead Paging / Intercom Systems / Clock Systems
A400	X	Radios
A650	X	Telephone System PBX
A660	X	Telephones, VMS PBX
A661	X	Telephone System VOIP

Computer Equipment

A130	X	Controllers	
A168	X	Computer Communications (i.e., modems, switches, routers, wireless access points)	
A160	X	Desktop Computers	
A140	X	File Servers	
A165	X	Laptops # of	57
A166	X	Laptops 1:1 mobile # of	180
A167	X	Tablets # of	186
A169		Tablets 1:1 mobile # of	
A170	X	Printers	
A150	X	Scanners	

Security Equipment

A230	X	Card Access Systems
A240	X	CCTV Systems
A200	X	Electronics on Interior Gates / Interior/Exterior Doors
A210	X	Electronic Library Security System
A220	X	Fire Alarms
A280	X	Metal Detectors
A260	X	Police Alarms
A840	X	Safes, Chests, Vault Doors

Mail Equipment

A780	X	Inserters, Labelers, Openers, Stackers
A770	X	Mail Machines / Scales (not system)

Facilities Equipment

QTY

A850	X	Auditorium (i.e., stage motors, lighting/audio boards, microphones, speakers)
A730	X	Auto Light Sensors
A880	X	Buildings/Grounds (i.e. lawn mowers, leaf blowers, weed wackers, pole saw, power tools)
A310	X	Clothes Washers and Dryers
A810	X	Concession Stand Equipment & Vending Machines
A320	X	Electrical & Electronic Food Preparation Equipment
A330	X	Electrical & Electronic Housekeeping Equipment
A340	X	Electrical & Electronic Pool Equipment / Whirlpool
A360	X	Indoor Electronic Sign / Scoreboard
A680	X	Kilns
A860	X	Manlifts # of (not itemized)
A380	X	Motors for Bleachers, Basketball Hoops
A350	X	Outdoor Electronic Sign / Scoreboard
A760	X	Pitching Machines
A750	X	Sports Time / Measure / Record System
A890	X	Walk-In Coolers/Freezers (See Itemized)
A740	X	Water Drinking Fountains**

Office Equipment

A410	X	Binders
A420	X	Bursters
A430	X	CAD / CAM Systems
A450	X	Card Readers
A460	X	Cash Registers
A470	X	Check Signers
A490	X	Coin Sorters / Packagers
A500		Copiers (See Itemized)
A510	X	Currency Counters
A620	X	Dictation Equipment
A830	X	Electrical & Electronic Office Equipment (i.e. calculators, typewriters, staplers, hole punchers)
A530	X	Electrical & Electronic Print / Press Equipment (non-production)
A540	X	Electric Rotary Files
A560	X	Embossers
A570	X	Facsimile Machines
A580	X	Folders
A590	X	ID Card Systems
A600	X	Laminators
A610	X	Microfilmers, Microfilm Reader / Printers
A630	X	Retail Scanners
A640	X	Shredders
A820	X	Time & Attendance Systems
A670	X	Uninterrupted Power Supply / Transient Voltage Protection Systems (up to 40 KVA)

UPDATED LIST
07/01/2019



LETTER OF INTENT

Quote #: TW29689

Blanket Equipment Breakdown Insurance

Upon review and approval of the quotation, it is the intent of Riceville Community School District to implement the Equipment Breakdown Insurance Policy through SU Insurance Company, A Subsidiary of SU Group LLC, effective _____.

We understand that the quote needs to be signed and finalized along with a copy of the Tax Exempt Certificate with Federal ID#.

SU INSURANCE COMPANY

RICEVILLE COMMUNITY SCHOOL DISTRICT

Name (please print)

Name (please print)

Signature

Signature

Date

Date

**SU Insurance Company's Policy Exclusions include,
but are not limited to, the following:**

- Building Wiring and Cabling
- Calibrations Including Tuning
- Certifications
- Color Supplies and Color Drums (*unless otherwise noted*)
- Consumables (i.e.: Supplies, PM Kits, Bulbs, Ink Cartridges, Batteries) - unless noted otherwise
- Cosmetic Restoration (including, but not limited to scratches, dents and broken or cracked parts that do not otherwise affect the functionality or materially impair the intended use of the equipment)
- Damage caused by Animals
- Equipment Which is not Electrical or Electronic in Nature (except buildings & grounds equipment)
- Furniture and Fixtures
- Obsolescence
- Physical Plant Equipment (i.e.: Elevators, HVAC etc.)
- Production Print/Press Equipment
- Recommended User Maintenance (i.e., clearing paper jams, toner installation, periodic cleaning/lubrication etc.)
- Refurbishments
- Replacement of Missing Parts/Components
- Software
- Upgrades
- Vehicles / Tractors / Heavy Equipment

Note:

- *All coverage is subject to the actual SUIC policy provisions*
- *Repairs which exceed \$5,000 must be reported to SUIC at 800-833-7050 for authorization prior to commencing any repair.*



OmniTel Communications
Central Service Agreement for Service
Terms and Conditions

In this Agreement (Agreement), "you" and "your" mean the CUSTOMER of **OMNITEL COMMUNICATIONS** Services defined below, "**OMNITEL COMMUNICATIONS**", "we", "our", and "us" means **OMNITEL COMMUNICATIONS**.

This is an agreement between CUSTOMER and **OMNITEL COMMUNICATIONS** (COMPANY) for the provision of Service.

1. Scope:
COMPANY shall provide and CUSTOMER shall purchase service from COMPANY. Service is the furnishing facilities to establish and maintain connection between one end user customer and another party. Service does not undertake to transmit messages but furnishes facilities for the use of CUSTOMERS to use for communication.

This agreement provides rate stability for Service. The Service provided by this agreement is for CUSTOMER express use and may not be resold to any entity not a party to this agreement.

2. Term:
The term of this agreement shall commence and remain in effect from the service activation date of September 4, 2019 and for three (3) years. Should COMPANY continue to provide Service after this term without further agreement, the Service will continue under the terms of agreement and will convert to a month-to-month basis.

3. Charges:
The Services covered by this agreement are specified in Attachment A. Pricing is based on use of the Service for a period of three (3) years. COMPANY will document CUSTOMER'S service location(s), quantities, and usage rates under this agreement, as well as any applicable one-time charges for initial application. COMPANY records are incorporated into this agreement by reference. In addition to the usage charge(s), the CUSTOMER will pay all applicable FCC charges, federal and state taxes, plus any annual or monthly subscription charges stated in Attachment A. In addition, any discounts if applicable, will be deducted from the amount as shown in Attachment A.

4. Billing for Service:
CUSTOMER agrees to pay each bill in full as specified on invoice by the payment due date. Late payment charges will be applied at 1 1/2% per month.

5. Service Charges:
CUSTOMER may request changes to location, quantity, type, or grade of service and COMPANY shall grant such request subject to the availability of facilities and the terms and conditions of this agreement.

6. Credit Allowances for Interruptions:
If an interruption or failure of Service is caused solely by the COMPANY and not by you or a third party or other causes beyond our reasonable control, you may be entitled to a credit allowance as specified in the applicable **OMNITEL COMMUNICATIONS** tariffs.

7. Termination:
Either party may terminate this agreement by providing written notice, specifying the reason for termination and requesting termination within ninety (90) days' notice of the other party and subject to the terms of Section 16, following. The agreement may also be terminated for cause without notice in compliance with applicable regulatory rules.

8. Most Favored Customer:
In the event comparable products and services with similar terms and conditions become generally available, as determined by COMPANY, the COMPANY may elect to match those products or services, or transition the CUSTOMER to a better COMPANY product or service. If the COMPANY is unable to match or transition the CUSTOMER to a better COMPANY product or service, the COMPANY will

release CUSTOMER from this agreement without penalty. If CUSTOMER'S business requires fewer lines during the term of this agreement, COMPANY will allow the CUSTOMER to reduce agreed to number of lines without penalty, as long as local line service is not re-established with another provider.

Recurring charges may be adjusted if number of lines is not within the discount allowed for volume of lines as contained in Attachment A.

9. Service Suspension/Maintenance:
The COMPANY may from time to time suspend service for routine maintenance or rearrangement of facilities. Such suspension will be for a short period of time and whenever possible COMPANY will give CUSTOMER advance notice. Any COMPANY liability resulting from a service suspension shall be determined in accordance with Section No. 10 of this agreement.
10. Personal Injury; Property Damage:
Such party shall be responsible for any actual physical damages it directly causes in the course of the of its performance under this agreement, limited to damages resulting from personal injuries, death, or property damage arising from negligent acts or omissions; PROVIDED, HOWEVER, THAT NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, OR SPECIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO ANY LOSS OF USE, LOST OF BUSINESS, OR LOST OF PROFIT.
11. LIMITATION OF LIABILITY:
THE COMPANY SHALL NOT BE LIABLE TO CUSTOMER FOR ANY INCIDENTAL, INDIRECT, SPECIAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND INCLUDING BUT NOT LIMITED TO ANY LOSS OF USE, LOSS OF BUSINESS, OR LOSS OF PROFIT, EXCEPT AS PROVIDED IN SECTION 10, ANY COMPANY LIABILITY TO CUSTOMER FOR ANY DAMAGES OF ANY KIND UNDER THIS AGREEMENT SHALL NOT EXCEED, IN AMOUNT, A SUM EQUIVALENT TO THE APPLICABLE OUT-OF-SERVICE CREDIT UNDER THIS AGREEMENT. REMEDIES UNDER THIS AGREEMENT ARE EXCLUSIVE AND LIMITED TO THOSE EXPRESSLY DESCRIBED IN THIS AGREEMENT.
12. WARRANTIES:
THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
13. Force Majeure:
If COMPANY'S performance of this agreement or any obligation hereunder is prevented, restricted, or interfered with by causes including failure of customer-supplied equipment, acts of God, storms, fires, floods, or other catastrophes, power failure, natural emergencies, riots, or wars, strike, lockouts, boycotts, work stoppages, or other labor difficulties or any law, order, regulation, or other action of any governmental authority or agency thereof, then the COMPANY shall be excused from such performance on a day-to-day basis to the extent of such restriction or interference. The COMPANY shall use reasonable efforts under the circumstances to avoid or remove such causes or performance with reasonable dispatch.
14. Lawfulness:
If a court or a government agency with proper jurisdiction determines that this agreement, or a provision of this agreement is unlawful, or if the COMPANY determines that this agreement, or a provision of this agreement is inconsistent with or contradictory to the law, this agreement, or that provision of this agreement shall terminate on written notice to CUSTOMER to that effect. This agreement shall be governed by the laws of the state where service is provided.
15. General Provisions:
A) This agreement will not be assignable by CUSTOMER without the express written consent of the COMPANY.

B) This agreement with attachment(s) constitutes the entire understanding between CUSTOMER and COMPANY with respect to Service provided herein and supercedes any prior agreements or understandings. This agreement may only be amended in writing.
16. Early Termination Fee:
CUSTOMER recognizes that COMPANY has offered the Service rates and conditions noted herein in consideration for CUSTOMER agreeing to honor the full initial term of this agreement. CUSTOMER therefore further recognized that COMPANY would incur real economic loss, not limited to lost opportunity, setup costs, and other damages should CUSTOMER discontinue service from COMPANY under this agreement prior to the expiration of the initial term. Therefore, should CUSTOMER discontinue service from COMPANY under this Agreement prior to the expiration of the initial term, CUSTOMER agrees to pay to COMPANY a monthly Early Termination Fee for each of the remaining months of the initial term.

Such monthly Early Termination Fee shall be equal to fifty percent (50%) of the average monthly charge for Services invoiced to CUSTOMER by COMPANY. Should CUSTOMER, upon expiration of the initial term or any time thereafter, provide less than the notice required under Section 7 herein, CUSTOMER agrees to pay to COMPANY an Early Termination Fee, calculated on the same basis as set forth in this Section for each of the three months following COMPANY'S receipt of CUSTOMER'S notice of termination.

17. Rate Stability:

The Rate Stability Plan (RSP) is an optional arrangement whereby customers who agree to continue to subscribe to certain services for a designated period of time are guaranteed against COMPANY initiated changes in the monthly rates for that service during the designated period.

Rate Stability Plan pricing applies only to the COMPANY portion of any circuit jointly provided with another internet network provider. The minimum service period for RSP is (36) months. The monthly rates will be stabilized at the rates in effect as of the service date (due date) of the order. At the end of the fixed period, the CUSTOMER may convert to month-to-month or subscribe to a new fixed period. The recurring rates will be adjusted to the rates in effect for the new RSP fixed period. If the CUSTOMER does not make a choice at the end of the fixed period, the rates will automatically revert to the month-to-month rates in effect at the time of the change. Additional capacity may be added to the existing fixed period at any time at the rates in effect as of the initial service date; appropriate nonrecurring charges will apply.

Terms and Conditions. A customer subscribing to the RSP agrees to a specified rate, based upon the specified capacity at a given location and a specified rate stability period. The RSP will be offered subject to the availability of existing facilities. The minimum stabilized period for this plan is (36) months. The RSP charges will be guaranteed by the COMPANY during the length of the plan. In the event a CUSTOMER'S business is sold, the RSP may be transferred to the new owner, if the following conditions are met:

- The COMPANY is notified in advance of the sale and a "Change of Responsibility" form is issued;
- The new CUSTOMER assumes the liabilities and terms of the existing plan which are in effect at the time of the transfer;
- Existing facilities remain in place;
- A "Change of Responsibility" agreement is signed by both parties and notarized; and
- The transfer of responsibility is accepted by the COMPANY.

The nonrecurring charge to establish or transfer service will be the same in amount and application as applies for service order nonrecurring charges.

The undersigned has read this application, including the TERMS AND CONDITIONS in the attachment of this agreement and by his/her signature acknowledges receipt of a copy of this agreement with attachments and agrees to the Terms and Conditions contained herein.

Authorized Customer Signature

Karl Fox

Print Name

School Board President

Title

Date

Ronnie Pitzgen

Authorized OmniTel Signature

Date



**Central Service Agreement
Attachment A**

OmniTel Communications 608 East Congress PO Box 518 Nora Springs, Iowa 50458 O: (641) 749-2531 F: (641) 749-9578	TERMS AND CONDITIONS IN MAIN AGREEMENT
--	---

Customer Name: **Riceville Community School** Account Number: **1952**

Address: **912 Woodland Ave** State: **Iowa** Zip Code: **50466**

Contact Name: **Brett Thomsen** Contact Number: **641-985-2288**
Job Title: **Technology Director**

Service Request	Unit Price	Total
1 Gbps	\$5.00/Mbps	\$ 5,000.00
	75% Discount	\$ (3,750.00)
Monthly TOTAL		\$ 1,250.00

Customer is a:

- ☐ Corporation ☐ Sole Proprietorship ☐ Not-for-Profit Hospital
- ☐ Partnership ☐ Association ☒ Not-for-Profit School/Library



Riceville Community School School Improvement Goals 2018-2019

Reading Goal:

- By the end of the 2019-2020, 80% of our K-12 students will demonstrate growth in literacy on K-8 FAST assessments and 9-12 MAP assessments. (Fall 2019-Spring 2020)

End of the Year Data:

Math Goal:

- By the end of the 2019- 2020, 80% of our K-12 students will demonstrate growth in math on K-8 FAST assessments and 9-12 MAP assessments. (Fall 2019-Spring 2020)

End of the Year Data:

Culture/Climate Goal:

- By the end of the 2019-2020, 100% of our students PS-12th grade feel a connection with one or more adults in the district.

Baseline Data from last year: *At the end of the 18-19 school year 92.5% of students felt a connection with one or more adults in the district. (295 responses)*

End of the Year Data: