

Batch Description: Invoices--JULY 2022 BATCH 2
 Vendor ID: 707596
 Description: ENTERPRISE MEDIA GROUP
 Sequence: 1
 Chart of Account Number: 10 0000 2310 000 0000 613
 Processing Month: 07/2022
 Credit Card Vendor ID:
 Invoice Number: 8404
 Invoice Date: 07/13/2022
 Due Date: 07/18/2022
 Status: A
 1099 Amount: 0.00
 End of Fiscal Year Expense Invoices:
 Amount: 146.29

Sequence	Check Type	Checking Account ID	Cost Center ID	Detail Amount	1099 Detail Amount	Asset/Asset Tag	In Full	Final
1				146.29		N		

Vendor ID: 104012
 Description: MIDWEST ALARM SERVICES
 Sequence: 1
 Chart of Account Number: 10 0000 2640 000 0000 433
 Invoice Date: 07/08/2022
 Due Date: 07/18/2022
 Status: A
 1099 Amount: 0.00
 Invoice Number: 386424
 Invoice Date: 07/18/2022
 Status: A
 1099 Amount: 0.00
 Amount: 1,334.40

Sequence	Check Type	Checking Account ID	Cost Center ID	Detail Amount	1099 Detail Amount	Asset/Asset Tag	In Full	Final
1				1,334.40		N		

Vendor ID: 707377
 Description: O'DONNELL CRESCO/RICEVILLE INSURANCE
 Sequence: 1
 Chart of Account Number: 22 0000 2620 000 0000 529
 Invoice Date: 07/07/2022
 Due Date: 07/18/2022
 Status: A
 1099 Amount: 0.00
 Invoice Number: 20220718
 Invoice Date: 07/18/2022
 Status: A
 1099 Amount: 0.00
 Amount: 115,467.00

Sequence	Check Type	Checking Account ID	Cost Center ID	Detail Amount	1099 Detail Amount	Asset/Asset Tag	In Full	Final
1				54,638.00		N		
2				4,304.00		N		
3				2,457.00		N		
4				580.00		N		
5				11,774.00		N		
6				4,146.00		N		
7				500.00		N		
8				1,005.00		N		
9				5,690.00		N		
10				12,966.00		N		
11				3,194.00		N		
12				3,193.00		N		
13				2,000.00		N		
14				860.00		N		
15				3,193.00		N		
16				4,271.00		N		
17				696.00		N		

Batch 1099 Total: 0.00
 Report 1099 Total: 0.00
 Batch Total: 116,947.69
 Report Total: 116,947.69

Batch Description: Invoices--EOFY JUNE 2022 BATCH 2
Vendor ID: 104805
Processing Month: 06/2022
Credit Card Vendor ID:
End of Fiscal Year Expense Invoices: X

DHS
Sequence: 1
Check Type: Checking Account ID:
Chart of Account Number: 10 0000 4634 219 4634
Detail Description: NON FEDERAL MEDICAID
Invoice Date: 06/30/2022
Due Date: 07/18/2022
Status: A
1099 Amount: 0.00
Invoice Number: 10136780
Check Number:
Check Date:
Cost Center ID: 12,057.66
Detail Amount: 1099 Detail Amount Asset/Asset Tag
In Full: Final

DOLLAR GENERAL-REGIONS 410526
Vendor ID: 707368
Description:
Sequence: 1
Check Type: Checking Account ID:
Chart of Account Number: 10 0000 2310 000 0000 611
Detail Description: FOLDERS
Invoice Date: 06/13/2022
Due Date: 07/18/2022
Status: A
1099 Amount: 0.00
Invoice Number: 1001173436
Check Number:
Check Date:
Cost Center ID: 5.00
Detail Amount: 1099 Detail Amount Asset/Asset Tag
In Full: Final

DOLLAR GENERAL-REGIONS 410526
Vendor ID: 707368
Description:
Sequence: 1
Check Type: Checking Account ID:
Chart of Account Number: 61 0000 3110 000 0000 631
Detail Description: MILK
Invoice Date: 06/16/2022
Due Date: 07/18/2022
Status: A
1099 Amount: 0.00
Invoice Number: 1001174421
Check Number:
Check Date:
Cost Center ID: 9.46
Detail Amount: 1099 Detail Amount Asset/Asset Tag
In Full: Final

IOWA WORKFORCE DEVELOPMENT
Vendor ID: 103190
Description:
Sequence: 1
Check Type: Checking Account ID:
Chart of Account Number: 22 0000 1000 100 0000 121
Detail Description: UNEMPLOYMENT
Invoice Date: 06/30/2022
Due Date: 07/18/2022
Status: A
1099 Amount: 0.00
Invoice Number: 20220718
Check Number:
Check Date:
Cost Center ID: 1,713.00
Detail Amount: 1099 Detail Amount Asset/Asset Tag
In Full: Final

TURKEY VALLEY COMMUNITY SCHOOL
Vendor ID: 103044
Description:
Sequence: 1
Check Type: Checking Account ID:
Chart of Account Number: 10 0000 1100 100 0000 567
Detail Description: HEALTH CONSORTIUM
Invoice Date: 07/14/2022
Due Date: 07/18/2022
Status: A
1099 Amount: 0.00
Invoice Number: 20220718
Check Number:
Check Date:
Cost Center ID: 619.16
Detail Amount: 1099 Detail Amount Asset/Asset Tag
In Full: Final

WALTZ, NICK
Vendor ID: 707569
Description:
Sequence: 1
Check Type: Checking Account ID:
Chart of Account Number: 10 0418 1100 100 3376 810
Detail Description: REIMB ISTE CONF ,EALS & LUGGAGE
Invoice Date: 06/30/2022
Due Date: 07/18/2022
Status: A
1099 Amount: 0.00
Invoice Number: 20220718
Check Number:
Check Date:
Cost Center ID: 148.32
Detail Amount: 1099 Detail Amount Asset/Asset Tag
In Full: Final

Batch 1099 Total: 0.00
Batch Total: 14,552.60

Report 1099 Total: 0.00
Report Total: 14,552.60

Amount: 12,057.66
Amount: 5.00
Amount: 9.46
Amount: 1,713.00
Amount: 619.16
Amount: 148.32



Jennifer Dunn <jen.dunn@riceville.k12.ia.us>

Handbook Amendment

1 message

Director Little Cats Daycare <littlecatsdaycare@riceville.k12.ia.us>
To: Jennifer Dunn <jen.dunn@riceville.k12.ia.us>

Thu, Jul 14, 2022 at 12:32 PM

Hey Jen,

I added the highlighted portion under Paid Time Off on page 7 in the handbook.

I will not be able to attend the meeting, but please let me know if you or the school board has any questions.

Thanks

Paid Time Off (PTO)

- **Full-Time Employees (32 or more hours per week)**
 - After 90 day probation period
 - 40 hours of paid time off
 - Must be used in 4 hours increments
 - Every year after your employee review with the director, you will receive 8 additional hours of paid time off.
- **Part Time Employees (32 or less hours per week)**
 - After 90 days probation period
 - 20 hours of paid time off
 - Must be used in 4 hour increments
 - Every year after your employee review with the director, you will receive 4 additional hours of paid time off.
- **High School and Support Staff (occasional/seasonal)**
 - These employees are not eligible for paid time off.

Brooke Watson

Little Cats Daycare Director
912 Woodland Ave. Suite A
Riceville, IA 50466
Work: (641) 985-2288 ext 6
Cell: (641) 220-3811

**CONTRACT BETWEEN
NORTHEAST IOWA COMMUNITY COLLEGE
AND
RICEVILLE SCHOOL DISTRICT
FOR
2022-2023 ACADEMIC YEAR**

This Contract is made and entered into by and between Riceville SCHOOL DISTRICT (hereafter called the "School District") and NORTHEAST IOWA COMMUNITY COLLEGE (hereafter called the "College"):

WHEREAS, the School District and the College desire to enter into this Contract for the purpose of providing accessibility of the College courses to School District students pursuant to 261E Code of Iowa, Senior Year Plus Program;

THEREFORE, IT IS AGREED by the School District and the College:

ARTICLE I

The School District and the College do hereby enter into this Contract and agree as follows:

1. The duration of this Contract is the school year commencing July 1, 2022 and ending June 30, 2023.
2. There shall be no separate legal entity. The Vice President of Learning and Student Success "VPLSS" of the College and the Superintendent of the School District shall be responsible for the administration of this Contract.
3. The purposes of this Contract are to make available courses for School District students, which would not otherwise be offered without the assignment of additional weighting to such students who attend a community college-offered class or attend a class taught by a community college-employed teacher and which will allow the School District to seek weighting for such students pursuant to Section 257.11 (3) of the Code of Iowa.
4. The manner of financing the fulfillment of this Contract and charges related thereto are set forth in Articles VII and VIII of this Contract.
5. This Contract shall terminate June 30, 2023. It is not necessary to acquire or hold real or personal property to fulfill this Contract. Accordingly, there are no provisions herein relating to the disposition of property upon termination of this Contract.

**ARTICLE II
CLASS REQUIREMENTS**

The following requirements shall be met in order for the School District to be eligible to claim supplemental weighting for the courses being offered pursuant to this Contract:

1. Courses are supplementing, not supplanting, School District courses.

2. All courses must be included in the College catalog or an amendment or addendum to the catalog.
3. Courses must be open to all College students, not only School District students.
4. Courses must be for college credit and the credit must apply toward an associate of arts, associate of science, associate of applied science; or toward completion of a college diploma program.
5. Courses must be taught by a College-employed instructor or a teacher meeting college-licensing requirements.
6. Courses must be taught utilizing the College course guide, syllabus template and the College Learning Management system for roster verification, assessment reporting, final grading and end-of-course evaluations.
7. Services for School District students with special needs will be provided and funded by the School District. Accommodations must meet the ADA/AA/Section 504 (Subpart E) Civil Rights Statutes. The reasonable accommodations that are written for students taking college-level classes are determined by the Coordinator of Disability Services after they have reviewed the appropriate documents. There will be no modification of curriculum; all students must complete essential course requirements.

ARTICLE III INSTRUCTORS

Instructors teaching a course for credit pursuant to this Contract will be employed under one of the following provisions:

1. For instructors under contract to the School District, the instructor's teaching contract for any of the classes offered pursuant to this Contract shall be governed by the contract currently in effect between the instructor and the School District. Each instructor shall be entitled to receive the benefits arising out of such contract in effect with the School District. Additionally, for purposes of Chapter 279, Code of Iowa, the School District retains all responsibilities for each instructor.

Notwithstanding the foregoing, the School District shall assign to the College the responsibility for teaching the courses embraced under this Contract, and the College will consider the instructors who teach these courses as adjunct faculty; who, as such, must meet the requirements outlined in the College High School Instructor Handbook including, but not limited to use of the College Learning Management System, college email, end of course evaluations and annual professional development. The School District further assigns to the College the responsibility for evaluation of consistent curriculum by instructors with respect to the College courses taught by said instructor. As part of the evaluation process, the appropriate College administrative representative will visit each class site, complete a written evaluation and provide copies to the high school instructor and the Dean of High School Partnerships. Failure of an instructor to meet above requirements will result in a conference with the Dean to discuss continued and/or future assignment.

2. In the absence of a qualified instructor; the college may choose to provide an instructor or make a decision made to cancel the course.

**ARTICLE IV
PARTICIPANT REQUIREMENTS**

School District students who desire to enroll in courses pursuant to this Contract must have been referred by the School District and must meet eligibility requirements set forth in this Contract.

To be eligible to enroll in an arts and science course pursuant to this contract, a School District student shall demonstrate proficiency in reading, mathematics, and science as evidenced by: state assessment achievement scores, alternative proficiency measures established by the school board or by the jointly approved college readiness measures between the School District and the College. School District students enrolling in arts and science or career and technical coursework must also meet college course prerequisites and/or achieve a satisfactory score per the College approved placement instrument (Accuplacer, ACT, ALEKS, Cumulative GPA.)

These requirements may be waived at the request of the student or the School District with the approval of the College's VPLSS. Students who are recommended for such a class should have sufficient background to indicate probable success in the College class.

**ARTICLE V
APPLICATION**

Each student who desires to take a course pursuant to this Contract must complete a College application form prior to acceptance.

**ARTICLE VI
CONCURRENT ENROLLMENT**

Each student enrolled for credit in a course conducted pursuant to this Contract and who satisfactorily completes the course will receive high school credit from the School District and college credit from the College.

All students will have access to a College and Career Coach who is available to assist in college and career planning, work based learning opportunities, and connection to college and career access opportunities.

**ARTICLE VII
MATERIALS, SUPPLIES, AND TRAVEL**

The School District will provide or require students to provide the approved College textbooks for each student enrolled in a course pursuant to this Contract. Classroom materials, supplies, and equipment will be provided by School District unless a separate contract is established prior to the beginning of the course. Travel costs incurred by instructors employed under subparagraph 2 of Article III from the normal teaching site to the place of instruction will be paid by the College at the College approved rate and the School District will reimburse the College for such costs. The College and School District will agree as to what constitutes travel costs and approved rates for same by separate written document prior to reimbursement.

**ARTICLE VIII
FINANCE**

The School District will submit the names of students enrolled for the portion of the day that they are enrolled in credit courses in accordance with the College 10-day count each semester pursuant to this Contract. Instructors (employed by either the College or the School District) are responsible for reporting class enrollment via the College’s portal: MyCampus. Billing will be processed on 10-day count.

The following pricing structure will apply for any college credit course offered pursuant to this Contract, with multiple sections of each course being considered a course under this Contract.

In acknowledgement of the control and responsibilities of the College for an instructor employed by the School District pursuant to subparagraph 1 of Article III, the School District will pay the College a fee of \$150.00 per student per course taught by an instructor employed pursuant to subparagraph 1 of Article III. The School District will pay the College a \$150.00 fee per student per course plus direct salary and benefit costs of the instructor for a class taught by an instructor employed by the College pursuant to subparagraph 2 of Article III. The School District may establish the minimum number of students. The maximum number of students per class will be determined by the College course load cap. Any deviation from this cap requires approval of the VPLSS.

School Districts enrolling individual students into PICC, Placement in College Credit will pay the College a fee of 60% of full tuition per credit plus course section fees if applicable. (\$6 Technology / \$15 Arts & Science Lab Resource fee.) Please refer to the 2022-2023 rate table below:

Number of Credits	60% of Tuition Rate of \$185 = \$111/credit
1	\$111.00
2	\$222.00
3	\$333.00
4	\$444.00
5	\$555.00
6	\$666.00

**ARTICLE IX
COURSES OFFERED TO MULTIPLE DISTRICTS**

If two or more school districts, with Contracts with the College, combine students in a single class, the fee structure will follow that set forth in Article VIII with all costs divided, where appropriate, based upon the number of students from each district unless a separate Contract is established prior to the beginning of the course.

Additional agreements may be developed with partnering school districts listing one district as fiscal agent. The College will invoice all costs to the fiscal agent. The fiscal agent will be responsible for dividing costs per the agreement and invoicing participating districts.

**ARTICLE X
WITHDRAWAL**

Any student wishing to withdraw from a course offered pursuant to this Contract must follow the process and dates outlined for all college students in the College catalog.

**ARTICLE XI
SIGNATURES**

IN WITNESS WHEREOF, the School District and the College have caused this Contract to be executed by their respective representatives on the date set forth below.

NORTHEAST IOWA COMMUNITY COLLEGE

By: _____

By: *Kathleen J. Nacos-Burds Ph.D.*

Board President or Superintendent

Dr. Kathleen Nacos-Burds, VPLSS

Type or Print Name of Board President / Superintendent

Date of Execution: _____

Date of Execution: 7/1/2022 _____

NORTHEAST IOWA HEALTH OCCUPATIONS ACADEMY
CONTRACT BETWEEN MEMBER SCHOOLS
2022-2023

It is hereby established that the following five school districts: Howard Winneshiek Community School, Postville Community School, Riceville Community School, South Winneshiek Community School, and Turkey Valley Community School enter into a Academy agreement to provide a Career and Technical Health Occupations Program for the 2022-2023 school year.

As a member school of the Northeast Iowa Health Occupations Academy each school agrees to the following membership requirements:

1. Each school will share in the cost of the instructor for this program on a per student percentage basis. (See attached projected costs spreadsheet). If a member school wishes to exceed five seats; they may purchase extra seats from another member school not using all of their seats. Purchasing of extra seats will be done through the lottery system as indicated in section 15c of this document;
2. Each school agrees to a minimum number of students per course between 6 and 8 students in order to run a class. Seat numbers will be communicated at the beginning of the term and decision to run a course must be made within two weeks prior to course start date;
3. Each member school accepts responsibility for the cost of video conference equipment and/or computers and headsets, administration fees of \$150/student/course/semester, room monitor, and clinical supervisor (if necessary) for their district;
4. Periodically the Health Occupation's teacher may travel to member schools to deliver classes and develop a more personal relationship with the students at member schools. On these occasions, the member school being visited will be billed round-trip mileage by NICC;
5. Member schools are responsible for providing the textbooks, supplies, and equipment required for the Health Occupations courses;
6. Each school has rights and responsibility to five seats of the Hybrid, Web-Enhanced or Online academy classes offered. Please always refer to the most current NICC course load spreadsheet in your NICC High School Partnerships Handbook or google drive;
7. Health Occupations Academy classes will begin first semester on August 23, 2022. It is the responsibility of each member school to notify students that they are expected to be in class on August 23, 2022;
8. Health Occupations Academy classes will break for first semester holidays according to the established schedule at NICC which is: September 5; October 17; November 24-25, 2022;
9. The final class date for the first semester is December 16, 2022. This date is subject to change based on weather or school conflicts. Because of inconsistency in school

calendars, individual districts are expected to negotiate the transition period between the end of the first semester and the beginning of the second semester;

10. Health Occupations Academy classes will begin for the second semester on Monday, January 9, 2023;
11. Health Occupations Academy classes will break for second semester holidays according to the established schedule at NICC which is: March 6-10; April 6 (NICC Mandatory in-service day,) April 7-10, 2023;
12. The final class date for the second semester is May 9, 2023;
13. The cancellation of Health Occupations Academy classes due to weather or extenuating circumstances will be based upon decisions made by Turkey Valley Community School;
14. Academy member schools accept the grading system and practices of the Health Occupations instructor;
15. Available seats will be offered to member schools according to the following system:
 - a. Open seats will be determined two weeks prior to the beginning of the first semester and run until the end of the first week of the first semester.
 - b. Academy member schools are responsible for keeping waiting lists for students in excess for each Academy class.
 - c. A lottery system will be used for the awarding of open seats. Through this system, if there are three or more schools needing seats, each school's name will be placed in a hat for drawing. The first school drawn gets the first seat, the second school the next seat, and so on. If a second round is necessary, all schools will be placed back in the hat and the process is repeated. Drawing will exceed the number of seats available in anticipation of openings that may occur up through the end of the first week of the semester.
16. Any decision and arrangement to allow a Academy class to exceed twenty-five students will be requested by Academy members with approval from NICC.
17. Member schools are agreed to the delivery of the following classes at the scheduled times:

Commented [KG1]: Check calendars

	12:57-1:41 P.M.	1:44-2:28 P.M.	2:31-3:15 P.M.
1 st Semester	HSC:110 Intro to Health Occupations 3 College Credits 48 Hours (Online Synchronous: Zoom MTRF)	HSC:114 Medical Terminology 3 College Credits 48 hours (Online Synchronous: Zoom MTRF)	HSC:172 Certified Nurse Aide 3 College Credits 80 hours (Online Synchronous: Zoom MTR, Online Asynchronous F)
1 st Semester			MAP:401 Medical Law and Ethics

			(Online Asynchronous)
2 nd Semester	<p>PNN:200 Dosage Calculations 1 College Credit 16 hours 1-11-21 to 2-26-21 (Online Synchronous: Zoom MTRF)</p> <p>PNN:270 Into to Nutrition WebE 2 College Credits 32 hours 3-1-21 to 5-12-21 (Online Synchronous: Zoom MTRF)</p>	<p>HSC:172 Certified Nurse Aide 3 College Credits 75 hours (Online Synchronous: Zoom MTR Online Asynchronous Fridays)</p>	<p>HSC:200 Healthcare Compliance HSC:200 (Online Synchronous: Zoom MTRF)</p> <p>MAP:532 Human Body Health and Disease (Online Asynchronous)</p>

18. If NICC is unable to find an instructor for the above courses a course may have to be cancelled or another course which fulfills the career and technical strand will replace the existing course with an available/qualified instructor by August 2022 and November 2022.

All member schools are expected to sign a concurrent enrollment contract with NICC. The final copy signed by all members will be given to each school by August of 2022.

This contract to enter into this Academy is a one-year agreement only for 2022-2023.

_____ Board President Postville C.S.D.	_____ Date	_____ Board President Riceville C.S.D.	_____ Date
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_____ Board President South Winneshiek C.S.D.	_____ Date	_____ Board President Turkey Valley C.S.D.	_____ Date
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_____ Board President Howard Winneshiek C.S.D.	_____ Date
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Dr. Kathleen Nacos-Burds
Vice President of Learning and Student Success
Northeast Iowa Community College

7-1-22
Date