

REGULAR MEETING
Sioux City Community School District
Educational Service Center
November 14, 2016
6:00 PM

Our Mission: The Sioux City Community School District exists to educate students to **believe** in their talents and skills, **achieve** academic excellence and **succeed** in reaching their potential.

I. Call to Order

II. Pledge of Allegiance

III. Roll Call of Members

IV. Approval of Agenda

V. Good News Report(s)

A. Liberty Elementary School - Stacie Henderson

VI. Citizen Input

At this time, the Board of Directors invites individuals or delegations to come forward and speak on any issues related to school district operations that are not included on today's meeting agenda.

Citizen input on action and discussion items will be accepted at the time of discussion of each agenda item.

VII. Consent Agenda

RECOMMENDATION: That the Board of Directors approves all consent action items.

- A. Board Meeting Minutes from October 24, 2016 and November 3, 2016 - Dr. Paul Gausman
- B. Human Resources Report - Dr. Rita Vannatta
- C. Finance Report(s) - Dr. John Chalstrom
- D. Contract Between Sioux City Community School District and McREL International - Dr. Kim Buryanek

VIII. Board Member Reports / Future Meetings

- Preschool Initiative Committee – 1:30 p.m., November 15, 2016, Irving Preschool.
- UEN Meetings / IASB Convention – All Day Event, November 16-17, 2016, Des

Moines, IA.

- Educational Equity Committee – 11:30 a.m., November 18, 2016, at Morningside Elementary School.
- Student Achievement Committee – 12 Noon, November 21, 2016, ESC Board Room.
- Board Policy Committee – 4:30 p.m., November 21, 2016, ESC Board Room.
- Board Finance & Facilities Committee – 3:00 p.m., November 22, 2016, ESC Board Room.
- Sales Tax Finance Oversight Committee – 8:00 a.m., November 28, 2016, ESC Board Room.
- Regular School Board Meeting – 6:00 p.m., November 28, 2016, ESC Board Room.
- Regular School Board Meeting – 6:00 p.m., December 12, 2016, ESC Board Room.

IX. Superintendent's Report - Dr. Paul Gausman

X. Items of Presentation, Discussion, and/or Action

A. Second and Final Reading of Board Policies - Dr. Paul Gausman

- 301 – Superintendent of Schools
- 904.0 – Unmanned Aircrafts – DRONES
- 1004.1 – Community Use of School Facilities

RECOMMENDATION: That the Board of Directors approves the above Board policies for second and final reading.

B. Early Retirement Benefits Policy #432 with Phase I and Phase II Supplements – Dr. Paul Gausman and Dr. Kim Buryanek

RECOMMENDATION: That the Board of Directors approves the first reading of the Early Retirement Benefits Policy #432 with Phase I and Phase II Supplements.

C. School Calendars for 2017-2018, 2018-2019, and 2019-2020 – Dr. Rita Vannatta

RECOMMENDATION: That the Board of Directors set a public hearing for November 28, 2016, at 6:00 p.m., local time, at the Educational Service Center, 627 4th Street, Sioux City, Iowa, to receive public input on the District's proposed 2017-2018, 2018-2019, and 2019-2020 school calendars.

D. FY18 Capital Revenue and Expense Budgets - Dr. John Chalstrom, Brian Fahrendholz and Kathy Bottaro

RECOMMENDATION: That the Board of Directors acknowledges the FY18 Capital Revenue and Expense Budgets as well as the FY18 Capital projects and five-year Sales Tax project list.

XI. Adjourn

Sioux City Community School District

Item Title: Board Meeting Minutes from October 24, 2016 and November 3, 2016 - Dr. Paul Gausman

Recommendation:

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Board Meeting Minutes from October 24, 2016	11/9/2016	Cover Memo
<input type="checkbox"/>	Board Meeting Minutes from November 3, 2016	11/9/2016	Cover Memo

REGULAR MEETING
Sioux City Community School District
Educational Service Center
Minutes – Pending Board Approval
October 24, 2016 – 6:00 p.m.

I.	Call to Order / Pledge of Allegiance	1
II.	Roll Call of Members	1
III.	Approval of Agenda	1
IV.	Good News Report(s): North High School	1
V.	Citizen Input	1
VI.	Consent Action Item(s)	1
	A. Board Meeting Minutes from October 10, 2016	
	B. Human Resources Report	
	C. Finance Report(s)	
VII.	Board Member Reports / Future Meetings	2
VIII.	Superintendent's Report	3
IX.	Items of Presentation, Discussion, and/or Action	3-4
	A. First Reading of Board Policies	
	B. Second and Final Reading of Board Policies	
X.	Adjourn	4

REGULAR MEETING
Sioux City Community School District
Educational Service Center
Minutes – Pending Board Approval
October 24, 2016 – 6:00 p.m.

I. Call to Order / Pledge of Allegiance

President Krysl called the regular meeting to order at 6:00 p.m.

II. Roll Call of Members

Present: Directors Alarcon-Flory, Gleiser, Gorski, Krysl, McTaggart, and Warnstadt.

Absent: Director Meyers

III. Approval of Agenda

Director Warnstadt moved and Director Alarcon-Flory seconded the motion to approve the agenda. The motion carried 6 to 0.

IV. Good News Report(s) – North High School

Principal Ryan Dumkrieger introduced Assistant Principals Brant Bemus, Joni Swenson and Chris Koch. Teachers Candy Roth and Alisha Jelken shared a short video highlighting the Sioux City North *Polaris* program. *Polaris* is a student lead leader program created to help North High and our community.

Students: Linda Vo, Journee Reiling, Guadalupe Mejia, and Gustavo Orduno shared information about their *HOBY* (Hugh O'Brian Youth Leadership) experience.

Students: Katie Weitzel, Allison Hernandez Padilla, and Isaiah Mercado shared information about the North High *Polaris* program.

V. Citizen Input

None

VI. Consent Action Item(s)

Director Gorski moved and Director Gleiser seconded the motion to approve all consent action items. The motion carried 6 to 0.

- A. Board Meeting Minutes from October 10, 2016 – Dr. Paul Gausman
- B. Human Resources Report – Dr. Rita Vannatta
- C. Finance Report(s) – Dr. John Chalstrom

VIII. Board Member Reports / Future Meetings

Director Warnstadt:

- Tomorrow is the last visit of fourth graders at Bruguier's Cabin. 450 students have already toured the cabin since the first of October.
- The North High Marching Band came in third at Waukee, the Color Guard came in first and the most improved.

Director Gorski:

- Kari Kellen, Executive Director for the Sioux City Public Schools Foundation is changing the operation for the better. She has assisted in securing funds for a number of projects in the District, has moved her office to a new location in the HoChunk building, and has added additional staff and board members.
- The Foundation is hosting an informational dinner meeting on November 3rd, by invitation only, to share information about the future of our schools and the Foundation.

Director Alarcon-Flory:

- She shared excitement with the results from the All State auditions.
- She participated in her first *Every Student Succeeds Act Advisory Committee* meeting in Des Moines.
- She encouraged the District to participate in the Chamber of Commerce survey regarding Legislative Priorities.

Director McTaggart:

- He was fortunate to attend the reception for Steven Warnstadt, son of Steve and Jackie Warnstadt, who recently was promoted to Brigadier General.

Future Meetings are as follows:

- District Advisory Committee – 5:15 p.m., October 27, 2016, ESC Board Room.
- Student Achievement Committee – 12 Noon, November 7, 2016, ESC Board Room.
- Board Finance & Facilities Committee – 3:00 p.m., November 8, 2016, ESC Board Room.
- Board Work Session / Goal Setting Session – 4:00 p.m., November 11, 2016, ESC Board Room.
- Regular School Board Meeting – 6:00 p.m., November 14, 2016, ESC Board Room.
- Preschool Initiative Committee – 1:30 p.m., November 15, 2016, Irving Preschool.
- UEN Meetings / IASB Convention – All Day Event, November 16-17, 2016, Des Moines, IA.
- Educational Equity Committee – 11:30 a.m., November 18, 2016, at Morningside Elementary School.
- Sales Tax Finance Oversight Committee – 8:00 a.m., November 28, 2016, ESC Board Room.
- Regular School Board Meeting – 6:00 p.m., November 28, 2016, ESC Board Room.

IX. Superintendent's Report

Dr. Gausman:

- He thanked the Chamber of Commerce and a number of business leaders who attended the District's Career Academy breakfast last week. He thanked Alison Benson and Jim Vanderloo for their work to make that event successful.
- He congratulated all the District's East, North and West High Schools Student Councils for being awarded an Honor Council designation from the Iowa Association of Student Councils (IASC). They will be given their plaque and greater recognition at the IASC Fall Conference in Des Moines on October 31st.
- He recognized student teachers who were present in the audience.

X. Items of Presentation, Discussion, and/or Action

A. First Reading of Board Policies – Dr. Paul Gausman

- 301 – Superintendent of Schools 16th
- 904.0 – Unmanned Aircrafts – DRONES
- 1004.1 – Community Use of School Facilities

Dr. Gausman recommended the following edit be made to *Board Policy 301*: On page 1 in the first paragraph of the policy edit *Chief Executive of the Board* to *Chief Executive of the District*.

Director Warnstadt moved and Director McTaggart seconded the motion to approve the above Board policies for first reading.

Director McTaggart moved and Director Alarcon-Flory seconded the motion to amend BP301 by deleting the following sentence under Civic Activities: *The Board may include a lump sum amount as part of the Superintendent's compensation to be used specifically for paying the annual fees of the Superintendent for school district community activities and events if, in the Board's judgment, the Superintendent's participation will further the public purpose of promoting and deriving support for the school district and public education in general.* The motion carried 5 to 1 with Director Gorski voting no.

The motion carried 5 to 1 with Director Gorski voting no to approve the above Board policies as amended for first reading.

B. Second and Final Reading of Board Policies – Dr. Paul Gausman

- 402.10 – Physical Examinations

Director Alarcon-Flory moved and Director Warnstadt seconded the motion to approve the above Board policy for second and final reading.

Director Gorski moved and Director Gleiser seconded the motion to amend this policy to include *physical examination and drug testing for all new hires post-offer pre-employment*. After a roll call vote, the motion failed 3 to 3 for lack of a majority.

Director Alarcon-Flory moved and Director Warnstadt seconded the motion to table this policy until all 7 Board members are present and after review by legal counsel regarding the proposed amendment to include *physical examination and drug testing for all new hires post-offer pre-employment*. The motion carried 6 to 0.

XI. Adjourn

Director Alarcon-Flory moved and Director Gleiser seconded the motion to adjourn the regular meeting. The motion carried 6 to 0, and the regular meeting adjourned at 7:28 p.m.

Michael J. Krysl, President
SCCSD Board of Directors

Cynthia A. Lloyd, Secretary
SCCSD Board of Directors

SPECIAL MEETING
Sioux City Community School District
Educational Service Center
Minutes – Pending Board Approval
November 3, 2016 – 4:30 p.m.

I.	Call to Order / Pledge of Allegiance	1
II.	Roll Call of Members	1
III.	Approval of Agenda	1
IV.	Items of Presentation, Discussion, and/or Action	1
	A. Certified Annual Report	
V.	Adjourn	1

SPECIAL MEETING
Sioux City Community School District
Educational Service Center
Minutes – Pending Board Approval
November 3, 2016 – 4:30 p.m.

I. Call to Order / Pledge of Allegiance

President Krysl called the special meeting to order at 4:30 p.m.

II. Roll Call of Members

Present: Directors Alarcon-Flory, Gleiser, Gorski, Krysl, McTaggart, and Warnstadt.

Absent: Director Meyers

III. Approval of Agenda

Director Alarcon-Flory moved and Director Gleiser seconded the motion to approve the agenda. The motion carried 6 to 0.

VI. Items of Presentation, Discussion, and/or Action

A. Certified Annual Report (CAR) – Dr. John Chalstrom

Director McTaggart moved and Director Alarcon-Flory seconded the motion to approve the plan for timely submission of the Certified Annual Report (CAR) to the School Budget Review Committee. The motion carried 6 to 0.

XI. Adjourn

Director Alarcon-Flory moved and Director Warnstadt seconded the motion to adjourn the regular meeting. The motion carried 6 to 0, and the special meeting adjourned at 4:44 p.m.

Michael J. Krysl, President
SCCSD Board of Directors

Cynthia A. Lloyd, Secretary
SCCSD Board of Directors

Sioux City Community School District

Item Title: Human Resources Report - Dr. Rita Vannatta

Recommendation:

ATTACHMENTS:

Description	Upload Date	Type
<input type="checkbox"/> HR Board Report 11-14-16	11/9/2016	Cover Memo

Sioux City Community School District Human Resources Staffing Report
School Board Meeting: November 14, 2016
Dr. Rita Vannatta, Director of Human Resources

New Hire(s) / Certified								
Name	Facility	Position	Salary	Effective Date	Education	Prior Employment	Replacing	Comments
Larson, Bethany	East High	Secondary Science	\$20,686	January 10, 2017	BA from Morningside College	Norm Waitt Sr. YMCA, Morning Assistant	Babcock, Rochelle	Prorated Salary Contingent upon passing all pre-employment requirements

New Hire(s) / Non-Certified								
Name	Facility	Position	Salary	Effective Date	Education	Prior Employment	Replacing	Comments
Alcala, Jesus	Transportation	PT Bus Driver	\$18.07	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Assistant	Wickey, Jerry	
Eyer, Nathaniel	Perry Creek/ESC	BST	\$20.32	November 15, 2016	HS Diploma	City of Sioux City IBP Ice Center, Laborer	Giorgenti, Stacy	
Fawcett, Michael	Transportation	PT Bus Driver	\$18.07	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Driver	Fletcher, Kevin	
Mace, Jerri	North High	SpEd Instructional Assistant	\$11.85	November 15, 2016	HS Diploma	Sioux City Community Schools, Food Service Worker	New Position	New Position Due to IEP Approved by the Board on October 24, 2016
Quinn, Dennis	Transportation	PT Bus Driver	\$18.07	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Driver	Bruneau, Tom	
Rippe, Eloise	Transportation	PT Bus Driver	\$18.07	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Driver	Bunch, John	
Salviola, Michael	Transportation	PT Bus Driver	\$18.07	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Driver	Ford, Lisa	
Seitzinger, Barb	North High	SpEd Instructional Assistant	\$11.85	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Assistant	Schoneck, Kelsey	
Worrell, Joan	Transportation	PT Bus Driver	\$18.07	November 15, 2016	HS Diploma	Sioux City Community Schools, Substitute Bus Driver	New Position	Using Vans to Replace Outside Sources

New Hire(s) / Coaching					
Name	Facility	Position	Salary	Effective Date	Comments
Blake, James	North High	Assistant Girls Basketball	\$4,502	November 14, 2016	
Borral, Michael	East High	Head Boys Soccer	\$3,810	March 13, 2017	
Davis, Zach	East High	Assistant Boys Soccer	\$2,598	March 13, 2017	
Duncan, Daniel	North High	9th Grade Girls Basketball	\$3,290	November 14, 2016	
Lantz, Rodney	North Middle	STEM	\$2,771	August 23, 2016	
Pederson, Rulin	East High	Assistant Wrestling	\$4,156	November 14, 2016	
Uken, Valerie	North High	9th Grade Girls Basketball	\$3,290	November 14, 2016	

Resignation(s) / Non-Certified

Name	Facility	Position	Years	Effective Date	Comments
Domnise, Christy	West Middle	SpEd Instructional Assistant	9	November 4, 2016	
Hancock, Irene	O & M/Hunt	BST	4	October 20, 2016	
Perron, Tiffnee	East High	TAP Specialist	2	November 17, 2016	

Resignation(s) / Coaches

Name	Facility	Position	Effective Date	Comments
Bolin, Erin-Jane	West High	9th Grade Volleyball	November 1, 2016	
Case, Trever	West High	Head Football	November 3, 2016	
Knepper, Laura	West High	Head Volleyball	November 1, 2016	
Knuppel, Morgan	East High	Assistant Volleyball	End of the 2016/2017 season	
Miller, Molly	West High	Assistant Volleyball	November 1, 2016	
Moody, Ashton	East High	9th Grade Volleyball	End of the 2016/2017 season	
Rembe, Lisa	East High	Head Volleyball	End of the 2016/2017 season	
Uken, Valerie	East High	9th Grade Volleyball	End of the 2016/2017 season	
Wilmesherr, Richard	West Middle	7th Grade Cross Country	End of the 2016/2017 season	

Retirements(s) / Non-Certified

Name	Facility	Position	Years	Effective Date	Comments
Blair, Larry	Hopkins Center	Instructional Assistant	6	November 17, 2016	

Death/ Non-Certified

Name	Facility	Position	Effective Date	Comments
Rickwa, Nancy	Transportation	Bus Assistant	October 27, 2016	

Sioux City Community School District

Item Title: Finance Report(s) - Dr. John Chalstrom

Recommendation:

ATTACHMENTS:

Description		Upload Date	Type
<input type="checkbox"/>	Finance Report	11/3/2016	Cover Memo

Sioux City Community Schools

Date: November 14, 2016

To: Dr. Paul Gausman, Superintendent

From: Dr. John Chalstrom, Director of Finance

RE: Finance Report

Recommendation: That the Board approves the expenditures for Oct 14 – Nov 3, 2016 in the amount of \$3,430,795.96, the October Wells Fargo credit card bill (Sept charges) in the amount of \$556,690.95 and the October payroll in the amount of \$11,161,327.62.

The breakdown is as follows:

Sales Tax Fund

Oct 14 – 20 Accounts Payable	1,378,162.69
Oct 21 – 27 Accounts Payable	100,540.76
Oct 28 – Nov 3 Accounts Payable	387,318.35
Oct Wells Fargo credit card	8,431.75

General Fund (and others)

Oct 14 – 20 Accounts Payable	139,649.27
Oct 21 – 27 Accounts Payable	792,835.85
Oct 28 – Nov 3 Accounts Payable	311,597.56
Oct Wells Fargo credit card	405,138.53
Oct payroll	10,860,515.53

School Nutrition Fund

Oct 14 – 20 Accounts Payable	123,759.30
Oct 21 – 27 Accounts Payable	72,753.14
Oct 28 – Nov 3 Accounts Payable	42,712.01
Oct Wells Fargo credit card	17,473.00
Oct payroll	300,812.09

Activity Fund

Oct 14 – 20 Accounts Payable	34,433.66
Oct 21 – 27 Accounts Payable	17,493.50
Oct 28 – Nov 3 Accounts Payable	29,539.87
Oct Wells Fargo credit card	<u>125,647.67</u>
Total	15,148,814.53

Sioux City Community School District

Item Title: Contract Between Sioux City Community School District and McREL International - Dr. Kim Buryanek

Recommendation:

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Exec Summ - Contract Between SCCSD and McREL International 11-14-16	11/9/2016	Cover Memo

Sioux City Community School District
Executive Summary
Contract Between Sioux City Community School District and McREL International
November 14, 2016

Purpose:

To approve the contract with McREL International for professional development services for District administrators.

Explanation:

Contact: Dr. Kim Buryanek (712) 279-6083

The District contracted with McREL for Balanced Leadership training for administrators in 2016-2017. The investment in training for administrators caused a common language among administrators across the District and consistency as administrators lead in their respective positions. The training, held in Sioux City, reduced the need to send administrators to trainings at other venues.

Another layer of support as administrators and building leadership teams utilize the Balanced Leadership model can be provided by McREL as technical assistance. McREL trainers support administrators and building leadership teams as they plan for and implement initiatives over the next 1.5 years. The contract with McREL provides "Balanced Leadership Technical Assistance" support for District administrators and building leadership teams during seven sessions.

The cost of the contract with McREL for the Balanced Leadership Technical Assistance is \$117,500 which includes travel expenses for the McREL trainers. The contract payments will be split between two fiscal years.

Strategic Plan Priority Area:

Provide Relevant, Rigorous and Innovative Academics

Impact on Student Achievement:

Building leaders impact student achievement. Strengthening the skills of building leaders and building leadership teams across the District will increase student achievement.

Funding Source:

Federal DINA Funds

Recommendation:

That the Board of Directors approves the contract with McREL International for Balanced Leadership Technical Assistance.

Sioux City Community School District

Item Title: Superintendent's Report - Dr. Paul Gausman

Recommendation:

Sioux City Community School District

Item Title: Second and Final Reading of Board Policies - Dr. Paul Gausman

Recommendation: RECOMMENDATION: That the Board of Directors approves the above Board policies for second and final reading.

ATTACHMENTS:

Description		Upload Date	Type
<input type="checkbox"/>	BP 301 - Superintendent of Schools	11/9/2016	Cover Memo
<input type="checkbox"/>	BP 904.0 - Unmanned Aircrafts - DRONES	11/9/2016	Cover Memo
<input type="checkbox"/>	BP 1004.1 - Community Use of School Facilities	11/9/2016	Cover Memo

Board Policy Document

ADMINISTRATION

Series 300

Policy Title: Superintendent of Schools

Code Number: 301

~~The Board of Education will annually evaluate the Superintendent of Schools. The evaluation may consist of any formal or informal procedures the Board selects as part of the evaluation process.~~

~~The Board may contract for assistance in the search for a Superintendent.~~

~~It shall be the responsibility of the Board to provide a contract for the position of Superintendent.~~

QUALIFICATIONS, RECRUITMENT, APPOINTMENT

The Board will employ a Superintendent to serve as the Chief Executive Officer of the [District Board](#), to conduct the daily operations of the school district, and to implement Board policy with the power and duties prescribed by the Board and the law.

The Board will consider applicants that meet or exceed the standards set by the Iowa Department of Education and the qualifications established in the job description for the Superintendent position. In employing a Superintendent, the Board will consider the qualifications, credentials and records of the applicants without regard to race, color, creed, religion, sex, national origin, age, sexual orientation, gender

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

281 I.A.C. 12.3(4); 12.4(4); 12.7; 83.

1980 Op. Att'y Gen. 367.

1990 Op. Att'y Gen. 79.

Martin v. Waterloo Community School District, 518 N.W. 2d 381 (Iowa 1994).

Cook v. Plainfield Community School District, 301 N.W.2d 771 (Iowa App. 1980).

Board of Education of Fort Madison Community School District v. Youel, 282 N.W.2d 677 (Iowa 1979).

Briggs v. Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).

Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

identify or disability. In keeping with the law, however, the Board will consider the veteran status of the applicants. The Board will look closely at the training, experience, skill and demonstrated competence of qualified applicants in making its final decision.

In choosing a Superintendent, the Board will also consider the school district's educational philosophy, financial situation, organizational structure, education programs, and other factors deemed relevant by the Board.

The Board may contract for assistance in the search for a Superintendent.

It shall be the responsibility of the Board to provide a contract for the position of Superintendent.

CONTRACT AND CONTRACT NONRENEWAL

The length of the contract for employment between the Superintendent and the Board is determined by the Board. The contract will begin on July 1 and end on June 30. The contract will state the terms of employment.

The first two years of a contract issued to a newly employed Superintendent is considered a probationary period. The Board may waive this period or the probationary period may be extended for an additional year upon the consent of the Superintendent. In the event of termination of a probationary or non-probationary contract, the Board will afford the Superintendent appropriate due process, including notice by May 15. The Superintendent and Board may mutually agree to terminate the Superintendent's contract at any time.

If a Superintendent's contract is not being renewed by the Board, the contract will be extended automatically for additional one-year periods beyond the end of its term until it is modified or terminated as mutually agreed to by the parties or until the Superintendent's contract is terminated consistent with statutory termination procedures.

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

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Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

It is the responsibility of the Board to provide the contract for the Superintendent.

If the Superintendent wishes to resign, to be released from a contract, or to retire, the Superintendent must comply with Board policies dealing with retirement, release or resignation.

SALARY AND OTHER COMPENSATION

The Board has complete discretion to set the salary of the Superintendent. It is the responsibility of the Board to set the salary and benefits of the Superintendent at a level that will include consideration of, but not be limited to, the economic condition of the school district and the training, experience, skill, and demonstrated competence of the Superintendent. The salary is set at the beginning of each contract term.

In addition to the salary and benefits, the Superintendent's actual and necessary expenses are paid by the school district when the Superintendent is performing work-related duties. It is within the discretion of the Board to pay dues to professional organizations for the Superintendent.

The Board may approve the payment of dues and other benefits or compensation over and above the Superintendent's contract. Approval of dues and other benefits or compensation will be included in the records of the Board in accordance with Board policy.

DUTIES

The Board employs a Superintendent of schools to serve as the Chief Executive Officer of the District. The Board delegates to the Superintendent the authority to implement Board policy and to execute decisions made by the Board concerning the internal operations of the school district, unless specifically stated otherwise.

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

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Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

The Superintendent is responsible for the implementation and execution of Board policy and the observance of Board policy by employees and students. The Superintendent is responsible for overall supervision and discipline of employees and the education program.

In executing the above-stated duties, the Superintendent will consider the financial situation of the school district as well as the needs of the students. Specifically, the Superintendent:

- Interprets and implements all Board policies and all state and federal laws relevant to education;
- Supervises, either directly or through delegation, all activities of the school system according to, and consistent with, the policies of the Board;
- Represents the Board as a liaison between the school district and the community;
- Establishes and maintains a program of public relations to keep the public well-informed of the activities and needs of the school district, effecting a wholesome and cooperative working relationship between the school district and the community;
- Attends and participates in all meetings of the Board, except when the Superintendent has been excused, and makes recommendations affecting the school district;
- Reports to the Board on such matters as deemed material to the understanding and proper management of the school district or as the Board may request;
- Assumes responsibility for the overall financial planning of the district and for the preparation of the annual budget, and submits it to the Board for review and approval;
- Establishes and maintains efficient procedures and effective controls for all expenditures of school district funds in accordance with the adopted budget, subject to the direction and approval of the Board;
- Files, or causes to be filed, all reports required by law;
- Makes recommendations to the Board for the selection of employees for the school district;
- Makes and records assignments and transfers of all employees pursuant to their qualifications;
- Employs such employees as may be necessary, within the limits of budgetary provisions and subject to the Board's approval;
- Recommends to the Board, for final action, the promotion, salary change, demotion, or dismissal of any employee;
- Prescribes rules for the classification and advancement of students, and for the transfer of students from one building to another in accordance with Board policies;

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

281 I.A.C. 12.3(4); 12.4(4); 12.7; 83.

1980 Op. Att'y Gen. 367.

1990 Op. Att'y Gen. 79.

Martin v. Waterloo Community School District, 518 N.W. 2d 381 (Iowa 1994).

Cook v Plainfield Community School District, 301 N.W.2d 771 (Iowa App. 1980).

Board of Education of Fort Madison Community School District v. Youel, 282 N.W.2d 677 (Iowa 1979).

Briggs v Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).

Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

- Summons employees of the school district to attend such regular and occasional meetings as are necessary to carry out the education program of the school district;
- Supervises methods of teaching, supervision, and administration in effect in the schools;
- Attends such conventions and conferences as are necessary to keep informed of the latest educational trends;
- Accepts responsibility for the general efficiency of the school system, for the development of the employees, and for the educational growth and welfare of the students;
- Defines educational needs and formulates policies and plans for recommendation to the Board;
- Makes administrative decisions necessary for the proper functioning of the school district;
- Responsible for scheduling the use of buildings and grounds by all groups and/or organizations;
- Acts as the purchasing agent for the Board, and establishes procedures for the purchase of books, materials and supplies;
- Approves vacation schedules for employees;
- Conducts periodic district administration meetings;
- Performs other duties as may be assigned by the Board;
- Supervises the establishment or modification of the boundaries of school attendance and transportation areas subject to approval of the Board; and
- Directs studies of buildings and sites, taking into consideration population trends and the educational and cultural needs of the district in order to ensure timely decisions by the Board and the electorate regarding construction and renovation projects.
- Develops, regulates, and implements Administrative Regulations (AR) as further detail and protocol for Board Policies.

This list of duties will not act to limit the Board's authority and responsibility over the Superintendent. In executing these duties and others the Board may delegate, the Superintendent will consider the school district's financial condition as well as the needs of the students in the school district.

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

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Briggs v. Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).

Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergrén v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

EVALUATION

The Board will conduct an ongoing evaluation of the Superintendent's skills, abilities, and competence. At a minimum, the Board will formally evaluate the Superintendent on an annual basis. The goal of the Superintendent's formal evaluation is to ensure the education program for the students is carried out, promote growth in effective administrative leadership, clarify the Superintendent's role, clarify the immediate priorities of the Board, and develop a working relationship between the Board and the Superintendent.

The Superintendent will be an educational leader who promotes the success of all students by:

- Facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.
- Advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development.
- Ensuring management of the organization, operations and resources for a safe, efficient and effective learning environment.
- Collaborating with families and community members, responding to diverse community interests and needs and mobilizing community resources.
- Acting with integrity, fairness and in an ethical manner.
- Understanding the profile of the community, and responding to and influencing the larger political, social, economic, legal and cultural context.

The formal evaluation will be based upon the following principles:

- The evaluation criteria will be in writing, clearly stated and mutually agreed upon by the Board and the Superintendent. The criteria will be related to the job description and the School District's goals;
- At a minimum, the evaluation process will be conducted annually at a time agreed upon;
- Each Board member will have an opportunity to individually evaluate the Superintendent, and these individual evaluations will be compiled into an overall evaluation by the entire Board;
- The Superintendent will conduct a self-evaluation prior to discussing the Board's evaluation, and the Board as a whole will discuss its evaluation with the Superintendent;

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

281 I.A.C. 12.3(4); 12.4(4); 12.7; 83.

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Briggs v Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).

Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

- The Board may discuss its evaluation of the Superintendent in closed session upon a request from the Superintendent and if the Board determines its discussion in open session will needlessly and irreparably injure the Superintendent's reputation; and,
- The individual evaluation by each Board member, if individual Board members so desire, will not be reviewed by the Superintendent. Board members are encouraged to communicate their criticisms and concerns to the Superintendent in the closed session. The Board president will develop a written summary of the individual evaluations, including both the strengths and the weaknesses of the Superintendent, and place it in the Superintendent's personnel file to be incorporated into the next cycle of evaluations.

This policy supports and does not preclude the ongoing, informal evaluation of the Superintendent's skills, abilities and competence.

PROFESSIONAL DEVELOPMENT

The Board encourages the Superintendent to continue professional growth by being involved in professional organizations, attending conferences, continuing education, and participating in other professional activities.

It is the responsibility of the Superintendent to arrange the Superintendent's schedule in order to enable attendance at various conferences and events. If a conference or event requires the Superintendent to be absent from the office for more than three days, requires overnight travel, or involves unusual expense, the Superintendent will bring it to the attention of the Board president prior to attending the event.

The Superintendent will report to the Board after an event.

CIVIC ACTIVITIES

The Board encourages the Superintendent to be involved in the school district community by belonging to school district community organizations and attending and participating in school district community activities.

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

281 I.A.C. 12.3(4); 12.4(4); 12.7; 83.

1980 Op. Att'y Gen. 367.

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Cook v. Plainfield Community School District, 301 N.W.2d 771 (Iowa App. 1980).

Board of Education of Fort Madison Community School District v. Youel, 282 N.W.2d 677 (Iowa 1979).

Briggs v. Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).

Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

It is the responsibility of the Superintendent to become involved in school district community activities and events. ~~The Board may include a lump sum amount as part of the Superintendent's compensation to be used specifically for paying the annual fees of the Superintendent for school district community activities and events if, in the Board's judgment, the Superintendent's participation will further the public purpose of promoting and deriving support for the school district and public education in general.~~ It is within the discretion of the Board to pay annual fees for professional organizations and activities.

CONSULTING / OUTSIDE EMPLOYMENT

The Superintendent is considered a full-time employee. The Board expects the Superintendent to give the responsibilities of the position precedence over other employment. The Superintendent may accept consulting or outside employment for pay as long as, in the judgment of the Board, the work is conducted on the Superintendent's personal time and it does not interfere with the performance of the Superintendent's duties.

The Board reserves the right, however, to request that the Superintendent cease the outside employment as a condition of continued employment. The Board will give the Superintendent thirty days notice to cease outside employment.

First Adoption: October 11, 1983

Revision Adoption: April 14, 1998/February 24, 2004/January 28, 2008/October 10, 2011

Legal Reference: ~~Code of Iowa §§ 279.20, .23, .24, 281.12.3(3), 670.8~~

29 U.S.C. §§ 621-634.

2 U.S.C. §§ 2000e *et seq.*

Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20, .22-.25, .23, .23A.

281 I.A.C. 12.3(4); 12.4(4); 12.7; 83.

1980 Op. Att'y Gen. 367.

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Briggs v Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).

Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).

Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).

Board Policy Document

Buildings and Sites

Series 900

Policy Title: **Unmanned Aircrafts - DRONES**

Code Number: **904.0**

NEW

The following policy applies to the extent not preempted by federal or state regulatory jurisdiction regarding unmanned aircrafts. For purposes of this policy, the term “unmanned aircraft” means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft.

The Sioux City Community School District believes in maintaining the safety, security, and privacy of students, employees, and visitors. In keeping with this belief, the use or possession of unmanned aircrafts is prohibited on district property or in the space above the property that reasonably can be considered part of the district property.

The Superintendent may make an exception to this policy in specific cases where the circumstances warrant such exception. In such situations and prior to approval, unmanned aircraft operators shall:

- Supply proof of insurance meeting liability limits established by the district;
- Present appropriate registration and authorization issued by the Federal Aviation Administration (FAA);
- Sign an agreement holding the district harmless from any claims of harm to individuals or damage to property; and

First Adoption:

Revision Adoption:

Legal Reference:

FAA Modernization and Reform Act of 2012, P.L. 112-95, Title III, Subtitle B.
Model Aircraft Operating Standards, FFA AC No. 91-57A (Sept. 2, 2015).
OFFICE OF CHIEF COUNSEL, FED. AVIATION ADMIN., State and Local
Regulation of Unmanned Aircraft Systems (UAS) Fact Sheet (Dec. 17, 2015).
Iowa Code § 279.8.
IHSAA Drone Policy

Board Policy Document

- Meet additional requirements as determined appropriate by the district.

If the unmanned aircrafts are operated as part of the district curriculum, prior to adoption into the curriculum, district employees shall work with district administration to ensure the appropriate insurance, registration, and authorizations are in place.

Unmanned aircrafts shall be operated in accordance with Iowa High School Athletic Association and Iowa Girls High School Athletic Union policy.

Failure to abide by this policy may result in local, state, and federal penalties if applicable.

First Adoption:
Revision Adoption:
Legal Reference:

FAA Modernization and Reform Act of 2012, P.L. 112-95, Title III, Subtitle B.
Model Aircraft Operating Standards, FFA AC No. 91-57A (Sept. 2, 2015).
OFFICE OF CHIEF COUNSEL, FED. AVIATION ADMIN., State and Local
Regulation of Unmanned Aircraft Systems (UAS) Fact Sheet (Dec. 17, 2015).
Iowa Code § 279.8.
IHSAA Drone Policy

SCHOOL-COMMUNITY RELATIONS

Series 1000

Policy Title: Community Use of School Facilities

Code Number: 1004.1

DEFINITIONS

SCCSD – Sioux City Community School District.

Coordinator – The Coordinator for SCCSD Elementary and Middle Schools will be their Principal or the Principal's designee. The Coordinator for the High Schools will be their Activities Director.

Facility Use Permit – Written agreement between SCCSD and the Use Permit Holder that specifies a Use Permit Holder's conditions and schedule of use of SCCSD facilities.

Use Permit Holder – Individual or organization with a designated responsible individual named on the Facility Use Permit who, together with the named group, are responsible for all activities authorized by that permit and for all costs related to or resulting from activities that take place under their Permit.

Community Use of School Facilities

The overriding purpose of the school facilities is to support the implementation of the instructional programs of the SCCSD. The accomplishment of the educational mission of the ~~District~~ [SCCSD](#) shall be considered to have first priority in all decisions concerning any use of any facility under this policy.

The ~~District's~~ [SCCSD](#) Board of Directors believes that school facilities are community resources intended to be used to the maximum, including making them available for non-school functions. The Board of Directors encourages the use of school facilities by public and private organizations/individuals that share in the health, welfare and educational interests of the community.

First Adoption: November 22, 2010

Revision Adoption: March 9, 2015

Legal Reference: [I.C.A. Const. Art. 3 § 31](#)

~~Iowa Code §§ 8D-123.46; 276; 278.1(1.d.4); 279.8; 297.9-.11 (2013).~~

~~1982 Op. Att'y Gen. 561.~~

~~1972 Op. Att'y Gen. 72-1-14~~

~~1940 Op. Att'y Gen. 232.~~

~~1936 Op. Att'y Gen. 196.~~

[Leonard v. Iowa Board of Ed., 471 N.W. 2d 814 \(1991\)](#)

Board Policy Document

The Board of Directors recognizes that there are costs involved in the use of facilities not directly related to school activities that should be reclaimed. The Superintendent or his/her designee shall develop a fee schedule together with regulations regarding the orderly scheduling of facilities usage by the Coordinators. The proposed fee schedule shall be reviewed by the Board Finance Committee before being adopted ~~by the Board of Directors~~ as a part of ~~District~~ SCCSD administrative regulations.

School buildings and facilities may be used to assist civil authorities in the case of civil disasters or emergencies and the Superintendent is given the right to work with such authorities to make school buildings and facilities available as particular needs or emergencies arise. The Superintendent may enter into formal agreements to prescribe and assign the use of facilities in the event of emergencies.

Certain events, as specified by Iowa statutes, will be provided without cost (such as political caucuses or elections). Other political events (such as rallies or campaigns) may be approved when a Facility Use Permit is issued. In the case of the SCCSD's Preschool Initiative, separate leases agreements may be created.

No use permit shall be issued for a period of longer than one year at a time.

Guidelines to Priority of Use Categories

A. ~~School~~ Approved activities, which include instructional, co-curricular, and extra-curricular activities serving only students enrolled in the SCCSD-students; and professional development for SCCSD staff, shall have the highest ~~and first~~ priority. Such activities included in this category extend to PTA's, PTO's and recognized parent and activity booster groups ~~are included in this category~~.

B. Programs in the SCCSD's Preschool Initiative (or programs under separate agreements with the SCCSD).

~~B.C.~~ Programs or events directly serving only students enrolled in the SCCSD, with an approved instructional, co-curricular, or extra-curricular focus ~~youth of the District~~ with no expectation of profit through the program or event ~~for agency or personal benefit~~ shall have the next priority.

~~C.D.~~ Other ~~P~~ programs or events serving ~~adults, youth not enrolled in the SCCSD, or a combination~~

First Adoption: November 22, 2010

Revision Adoption: March 9, 2015

Legal Reference: I.C.A. Const. Art. 3 § 31

Iowa Code §§ ~~8D~~-123.46; 276; 278.1(1.d.4); 279.8; 297.9-.11 (~~2013~~).

1982 Op. Att'y Gen. 561-

1972 Op. Att'y Gen. 72-1-14

~~1940 Op. Att'y Gen. 232.~~

~~1936 Op. Att'y Gen. 196.~~

Leonard v. Iowa Board of Ed., 471 N.W. 2d 814 (1991)

Board Policy Document

~~of youth and adults and youth, through a 28E or other formal agreement or event(s) a~~
~~community purpose~~ with ~~or without~~ expectation of profit ~~for agency or personal benefit~~, shall
have the ~~third-next~~ priority^[1].

~~D. Events not referenced above shall be welcomed when school calendars permit.~~

NOTE: ~~Categories B, C, D~~ All categories (except Category B) need to request and be issued a Facility
Use Permit ~~irrespective of~~ whether or not a usage fee applies.

~~School Approved activities (Category A) and programs or events directly serving youth of the District~~
~~with no expectation of profit for personal benefit (and Category B and C programs or events)~~ shall not
be expected to pay a basic usage fee, although ~~for Category B and C may be charged the prevailing~~
~~rate for Coordinator-approved services, such as requested HVAC, custodial or supervisory time~~
~~and/or labor costs. overhead such as additional custodial, set-up, supervision services, requested~~
~~heating / air conditioning, or the provision of specialized equipment may be charged as requested and~~
~~incurred or as must be provided to restore a facility to its original, usable condition. Where a~~
~~formalized cooperative agreement is mutually agreeable/beneficial to the District and another entity~~
~~(Category B C D), f~~ Fees for ~~such Category B~~ agreements ~~may will~~ be negotiated by the
Superintendent or his/her designee. Category D-E will not be exempt from use fees, nor from being
charged the prevailing rates for requested HVAC, custodial or supervisory time and/or labor costs.

A Coordinator, ~~as defined in board Policy 1004.1,~~ may approve a request, which must include a
Facility Use Permit, for up to ten days (consecutive or non-consecutive days in one year) for Category
~~A, C and D B-E activities,~~ programs or events. If a request for ~~facilities~~ usage by groups in those
categories ~~Category B-E~~ extends beyond those parameters, the issuance of a Facility Use Permit must
~~also~~ be approved by the ~~District Business Office~~ Superintendent or his/her designee.

Employees of SCCSD are subject to all provisions of this policy including but not limited to the
scheduling of space and equipment and the payment of applicable fees and charges unless for a
school sponsored activity. Employees must have a Facility Use Permit issued within one of the above
Categories to use SCCSD facilities for any activities unrelated to their professional assignments and
not directed by their supervisor.

Priority of use shall not be interpreted to mean that any classification has an exclusive right to a single

First Adoption: November 22, 2010

Revision Adoption: March 9, 2015

Legal Reference: I.C.A. Const. Art. 3 § 31

Iowa Code §§ ~~8D~~, 123.46; 276; 278.1(1.d.4); 279.8; 297.9-.11 (~~2013~~).

1982 Op. Att'y Gen. 561.

1972 Op. Att'y Gen. 72-1-14

~~1940 Op. Att'y Gen. 232.~~

~~1936 Op. Att'y Gen. 196.~~

Leonard v. Iowa Board of Ed., 471 N.W. 2d 814 (1991)

Board Policy Document

school, playing field, or multiple ~~District~~ SCCSD facilities. The Coordinator weighs and balances all needs and schedules in deciding which requests can be approved, keeping in mind the Board's purposes for the use of school facilities.

The ~~District's~~ SCCSD Superintendent and administrators are directed to manage the facilities in a way that provides reasonable access to any community user in accordance with this policy and ~~who accords or intends to accord to~~ the attached regulations.

This policy should not be interpreted to replace or supersede the ~~District's~~ SCCSD's Equal Access Policy.

Sioux City Community School District's Nondiscrimination Statement

The ~~Sioux City Community School District~~ SCCSD is an equal opportunity/affirmative action employer. It is an unfair or discriminatory practice for any educational institution to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, religion, age (for employment), disability, socioeconomic status (for programs), marital status (for programs), or veteran status ~~in any program or activity in its educational programs and its employment practices~~. Inquiries or grievances regarding compliance of Title VI, Title VII and Title IX of the Civil Rights Act, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), ~~Iowa Code sections 216.9 and 19B.11~~ may be directed to ~~Jen Gomez, Jen Gomez, the~~ Director of Student Services & Equity Education, at 627 4th Street, Sioux City, IA 51101, (712) 279-6075, ~~gomezj2@live.siouxcityschools.com~~.

Disclaimer: The ~~District~~ SCCSD assumes no obligation or responsibility for the activities of the person or group using ~~District~~ SCCSD facilities pursuant to this policy unless otherwise specified by written ~~Agreement~~ agreement. The ~~District~~ SCCSD does not endorse or sponsor any particular message or group by enacting or implementing this policy.

First Adoption: November 22, 2010

Revision Adoption: March 9, 2015

Legal Reference: I.C.A. Const. Art. 3 § 31

Iowa Code §§ ~~8D~~, 123.46; 276; 278.1(~~1.d~~4); 279.8; 297.9-.11 (~~2013~~).

1982 Op. Att'y Gen. 561.

1972 Op. Att'y Gen. 72-1-14

~~1940 Op. Att'y Gen. 232.~~

~~1936 Op. Att'y Gen. 196.~~

Leonard v. Iowa Board of Ed., 471 N.W. 2d 814 (1991)

Sioux City Community School District

Item Title: Early Retirement Benefits Policy #432 with Phase I and Phase II Supplements – Dr. Paul Gausman and Dr. Kim Buryanek

Recommendation: RECOMMENDATION: That the Board of Directors approves the first reading of the Early Retirement Benefits Policy #432 with Phase I and Phase II Supplements.

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Exec Summ - Early Retirement Benefits Policy 431 with Phase I and Phase II Supplements 11-14-16	11/9/2016	Cover Memo
<input type="checkbox"/>	Board Policy 432 - Early Retirement Benefits 11-14-16	11/9/2016	Cover Memo
<input type="checkbox"/>	Early Retirement Benefits - 432 Supplement Phase I 11-14-16	11/9/2016	Cover Memo
<input type="checkbox"/>	Early Retirement Benefits - 432 Supplement Phase II 11-14-16	11/9/2016	Cover Memo

Sioux City Community School District
Executive Summary
Early Retirement Benefits Policy #432 with Phase I and Phase II Supplements
November 14, 2016

Purpose:

To provide the Board of Directors a summary of the Early Retirement Policy #432 with Phase I and Phase II Supplements for the 2016-2017 school year.

Explanation:

Contact: Dr. Kim Buryanek (712) 279-6083

Expenditures for the 2017-2018 school year need to be reduced by \$2.3 million to \$3 million to achieve the Board's goal for the unspent balance budget line item. Positions will be reduced throughout the District to meet the goal and reduce expenditures. One classification that will be recommended as a reduction in the 2017-2018 school year will be 6th-8th grade reading teachers. Early Retirement Policy #432 has been revised to include the addition of Phase I and Phase II Supplements. The revised policy is targeted with the intent of opening positions throughout the District that the 6th-8th grade reading teachers will be qualified to teach. The revised policy is also targeted with the intent of reducing teachers in classifications that may have excess teachers.

Strategic Plan Priority Area:

Attract and Support Highly Effective Teachers, Leaders and Staff

Impact on Student Achievement:

An investment has been made in the 6th-8th grade reading teachers in the form of training. The 6th-8th grade reading teachers have specialized training in the area of reading. Their training will have an impact on student achievement in the area of reading. Approval of the Early Retirement Policy #432 with Phase I and Phase II Supplements will place 6th-8th grade reading teachers in classrooms.

Funding Source

Management Fund

Recommendation:

That the Board of Directors approves the first reading of the Early Retirement Benefits Policy #432 with Phase I and Phase II Supplements.

Board Policy Document

STAFF PERSONNEL

Series 400

Policy Title: Early Retirement Benefits

Code Number: 432

The intent of this policy is to recognize long term employees for their years of service. The Board reserves the right to review, amend, change, or eliminate this policy for future retirees at its sole discretion.

I. Eligibility

Full-time employees age 62 or older by the end of the fiscal year, June 30, who have at least twenty-five years of ~~consecutive~~ service with the Sioux City Community School District, and are eligible to begin retirement through the IPERS program, are eligible to participate in this plan. Consecutive service is defined as the most recent employment within the District. Years of service will be calculated as of the end of the school year in which they are retiring. Employees who worked part-time (does not include temporary or substitute work) prior to becoming full-time will be given a partial year credit for part-time years worked.

An employee must be in a full-time position at retirement in order to qualify. Full-time employment is defined as 30 hours or more weekly.

II. Benefits

Full-time employees who are otherwise eligible will receive a District stipend based on the sick day balance on their retirement date per the following schedule:

Number of Sick Days	Stipend Paid By District
0-80 days	\$300 per quarter
81-100 days	\$600 per quarter
101-120 days	\$900 per quarter
121-145 days	\$1200 per quarter

The retiree's stipend will be paid quarterly beginning in July following the retirement and is subject to applicable taxes. The benefit will be provided for three years.

First Adoption: March 10, 2014
Revision Adoption: September 8, 2014/September 28, 2015
Legal Reference: Iowa Code Sections 279.46 & 298.4; 29 U.S.C. 623(l)(1)(A); Jankovitz v. Des Moines Independent Community School District, 421 F.3d 649 (8th Cir. 2005)

Board Policy Document

III. Service Definition

Each full-time year of service shall be counted as one full year of credited service toward this benefit. A partial year of service shall be prorated. For purposes of this policy only, a break in service (excluding an approved medical leave of absence, periods of military leave, short-term absences due to illness, or maternity leave, which are not considered a break in service), will not be counted.

Any years where an employee worked part-time, but was at least 20 hours weekly, will be counted as one-half year of credit. Years where service averaged less than twenty hours weekly will not be counted for service toward this benefit. Years of service as a substitute or temporary employee will not count toward this benefit.

IV. Early Retiree Insurance Eligibility

Employees who retire under this policy are eligible for the early retiree insurance offered by the district. The retiree is responsible for paying the full cost of the health insurance premium. Failure to pay such premiums on a timely basis will result in loss of coverage and will not be reinstated.

V. Restrictions

If the retiree returns to the District in a full time position, benefits will be discontinued. ~~Any remaining early retirement benefits will discontinue at the end of the quarter after the death of the retiree, and will be paid to the employee's estate in one lump sum payment.~~

If the retiree dies prior to receiving full amount of benefits to which he/she would be entitled, any remaining early retirement benefits will discontinue at the end of the quarter after the death of the retiree.

This retirement benefit will not be available to anyone who terminates employment with the District prior to the full completion of the academic year.

VI. Notification Timeline

Any eligible employees who meet the above conditions will need to submit a retirement letter and Application for Early Retirement by the 15th of January of the year in which they intend to retire.

Board Policy Document

VII. Right to Amend

The Board retains the exclusive right to review this policy annually and may amend, alter, or terminate this policy at its discretion for future availability.

STAFF PERSONNEL

Series 400

Policy Title: Early Retirement Benefits

Code Number: 432 Supplement Phase I

The Board has decided to amend Policy #432 by adding a supplement policy for the 2016-2017 school year. The intent of the policy is to alleviate the District's declining unspent balance line item and to recognize long-term employees for their years of service. The supplement will be a two-phase supplement, which will be in addition to Policy #432. Eligible employees may apply for one of the three options. The supplement is a one-time only offer.

I. Eligibility

Full-time employees age 58 or older by the end of the fiscal year, June 30, who have at least twenty years of service with the Sioux City Community School District, and are eligible to begin retirement through the IPERS program, are eligible to participate in this plan. Years of service will be calculated as of the end of the school year in which they are retiring. Employees who worked part-time (does not include temporary or substitute work) prior to becoming full-time will be given a partial year of credit for part-time years worked.

An employee must be in a full-time, certified 6th-8th grade reading position, 6th-8th grade language arts position, 9th-12th grade business position, 9th-12th grade language arts position, 6th-12th grade social studies position, 9th-12th grade industrial arts position, K-12th grade administrator position, transitional kindergarten-5th grade general classroom position, or K-5th grade Title I position at retirement in order to qualify. Full-time employment is defined as 30 hours or more weekly.

Phase I and Phase II of the supplement to policy #432 will be limited to a grand total of 45 participants. Participants in Phase I and Phase II will be accepted on a first-come-first-served basis. Once 45 applications are received from eligible applicants, subsequent applications shall be returned to the applicants and the accompanying retirement shall not be accepted by the Board of Directors.

II. Benefits

Full-time employees who are otherwise eligible will receive a District stipend based on the sick day balance on their retirement date per the following schedule:

Number of Sick Days	Stipend Paid by District
0-80 days	\$500 per quarter
81-100 days	\$1,000 per quarter
101-120 days	\$1,500 per quarter
121-145 days	\$2,000 per quarter

The retiree's stipend will be paid quarterly beginning in July following the retirement and is subject to applicable taxes. The benefit will be provided until the retiree is Medicare-eligible.

III. Service Definition

Each full-time year of service shall be counted as one full year of credited service toward this benefit. A partial year of service shall be prorated. For purposes of this policy only, a break in service (excluding an approved medical leave of absence, periods of military leave, short-term absences due to illness, or maternity leave, which are not considered a break in service), will not be counted.

Any years where an employee worked part-time, but was at least 20 hours weekly, will be counted as one-half year of credit. Years where service averaged less than 20 hours weekly will not be counted for service toward this benefit. Years of service as a substitute or temporary employee will not count toward this benefit.

IV. Early Retiree Insurance Eligibility

Employees who retire under this policy are eligible for the early retiree insurance offered by the District. The retiree is responsible for paying the full cost of the health insurance premium. Failure to pay such premiums on a timely basis will result in loss of coverage and will not be reinstated.

V. Restrictions

If the retiree returns to the District in a full-time position, benefits will be discontinued.

If the retiree dies prior to receiving the full amount of benefits to which he/she would be entitled, any remaining early retirement benefits will discontinue at the end of the quarter after the death of the retiree.

This retirement benefit will not be available to anyone who terminates employment with the District prior to the full completion of the academic year.

VI. Notification Timeline

Any eligible employees who meet the above conditions will need to submit electronically a retirement letter and Application of Early Retirement starting on November 30, 2016 and ending at 5:00pm on December 21, 2016 through Formsite.

The timestamp on the electronic submission of completed applications will be used to determine first-come-first-served status.

STAFF PERSONNEL

Series 400

Policy Title: Early Retirement Benefits

Code Number: 432 Supplement Phase II

The Board has decided to amend Policy #432 by adding a supplement policy for the 2016-2017 school year. The intent of the policy is to alleviate the District's declining unspent balance line item and to recognize long-term employees for their years of service. The supplement will be a two-phase supplement, which will be in addition to Policy #432. Eligible employees may apply for one of the three options. The supplement is a one-time only offer.

I. Eligibility

Full-time employees age 58 or older by the end of the fiscal year, June 30, who have at least twenty years of service with the Sioux City Community School District, and are eligible to begin retirement through the IPERS program, are eligible to participate in this plan. Years of service will be calculated as of the end of the school year in which they are retiring. Employees who worked part-time (does not include temporary or substitute work) prior to becoming full-time will be given a partial year of credit for part-time years worked.

An employee must be in a full-time, certified teaching position or K-12th grade administrator position at retirement in order to qualify. Full-time employment is defined as 30 hours or more weekly.

Phase I and Phase II of the supplement to policy #432 will be limited to a grand total of 45 participants. Participants in Phase I and Phase II will be accepted on a first-come-first-served basis. Once 45 applications are received from eligible applicants, subsequent applications shall be returned to the applicants and the accompanying retirement shall not be accepted by the Board of Directors.

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Full-time employees who are otherwise eligible will receive a District stipend based on the sick day balance on their retirement date per the following schedule:

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101-120 days	\$1,500 per quarter
121-145 days	\$2,000 per quarter

The retiree's stipend will be paid quarterly beginning in July following the retirement and is subject to applicable taxes. The benefit will be provided until the retiree is Medicare-eligible.

III. Service Definition

Each full-time year of service shall be counted as one full year of credited service toward this benefit. A partial year of service shall be prorated. For purposes of this policy only, a break in service (excluding an approved medical leave of absence, periods of military leave, short-term absences due to illness, or maternity leave, which are not considered a break in service), will not be counted.

Any years where an employee worked part-time, but was at least 20 hours weekly, will be counted as one-half year of credit. Years where service averaged less than 20 hours weekly will not be counted for service toward this benefit. Years of service as a substitute or temporary employee will not count toward this benefit.

IV. Early Retiree Insurance Eligibility

Employees who retire under this policy are eligible for the early retiree insurance offered by the District. The retiree is responsible for paying the full cost of the health insurance premium. Failure to pay such premiums on a timely basis will result in loss of coverage and will not be reinstated.

V. Restrictions

If the retiree returns to the District in a full-time position, benefits will be discontinued.

If the retiree dies prior to receiving full amount of benefits to which he/she would be entitled, any remaining early retirement benefits will discontinue at the end of the quarter after the death of the retiree.

This retirement benefit will not be available to anyone who terminates employment with the District prior to the full completion of the academic year.

VI. Notification Timeline

Any eligible employees who meet the above conditions will need to submit electronically a retirement letter and Application of Early Retirement starting on December 22, 2016 and ending at 5:00pm on January 12, 2017 through Formsite.

The timestamp on the electronic submission of completed applications will be used to determine first-come-first-served status.

Sioux City Community School District

Item Title: School Calendars for 2017-2018, 2018-2019, and 2019-2020 – Dr. Rita Vannatta

Recommendation: RECOMMENDATION: That the Board of Directors set a public hearing for November 28, 2016, at 6:00 p.m., local time, at the Educational Service Center, 627 4th Street, Sioux City, Iowa, to receive public input on the District's proposed 2017-2018, 2018-2019, and 2019-2020 school calendars.

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Exec Summ - School Calendars for 2017-18, 2018-19, and 2019-20 11-14-16	11/9/2016	Cover Memo

**Sioux City Community School District
Executive Summary
School Calendars for 2017-2018, 2018-2019, and 2019-2020
November 14, 2016**

Purpose:

To review the school calendars for the 2017-2018, 2018-2019, and 2019-2020 school years.

Explanation:

Contact: Rita Vannatta, 279-6692

The proposed calendars were presented to the Cabinet, SCCSD/SCEA Cabinet, Educational Equity Committee, Student Achievement Committee, District Advisory Committee, and administrators. Discussions with each committee have been carefully considered. Each calendar represents 180 student days or one thousand eighty hours of instruction during the calendar year, and 193 teacher contract days. Pursuant to Iowa Code 279.10 all Iowa districts are required to begin the school year no earlier than August 23 and hold a public hearing on any proposed school calendar prior to adopting the school calendar.

Strategic Plan Priority Area:

Provide Relevant, Rigorous and Innovative Academics

Impact on Student Achievement:

The calendar provides for an equal number of days each quarter and each semester. Snow make up days are scheduled before or after national advancement placement tests.

Funding Source:

N/A

Recommendation:

That the Board of Directors set a public hearing for November 28, 2016, at 6:00 p.m., local time, at the Educational Service Center, 627 4th Street, Sioux City, Iowa, to receive public input on the District's proposed 2017-2018, 2018-2019, and 2019-2020 school calendars.

Sioux City Community School District

Item Title: FY18 Capital Revenue and Expense Budgets - Dr. John Chalstrom, Brian Fahrendholz and Kathy Bottaro

Recommendation: RECOMMENDATION: That the Board of Directors acknowledges the FY18 Capital Revenue and Expense Budgets as well as the FY18 Capital projects and five-year Sales Tax project list.

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Exec Summ - FY18 Capital Revenue and Expense Budgets 11-14-16	11/11/2016	Cover Memo

**Sioux City Community School District
Executive Summary
FY18 Capital Revenue and Expense Budgets
November 14, 2016**

Purpose:

To review the FY18 Capital Revenue and Expense Budgets and the FY18 Capital projects.

Explanation:

**Contact: Dr. John Chalstrom (712) 279-6662
Brian Fahrendholz (712) 279-6651
Kathy Bottaro (712) 279-6714**

Budgets for the FY18 Capital projects are being presented for review. These projects are funded by a combination of the District's PPEL and Sales Tax Revenues. A five-year projection on Sales Tax projects will also be examined.

Strategic Plan Priority Area:

Provide Safe, Healthy and Supportive Learning Environments

Impact on Student Achievement:

To provide the necessary capital resources and instructional materials that will provide adequate learning opportunities for students and improve instructional conditions.

Funding Source:

PPEL Fund and Sales Tax Fund

Recommendation:

That the Board of Directors acknowledges the FY18 Capital Revenue and Expense Budgets as well as the FY18 Capital projects and five-year Sales Tax project list.