

Shenandoah Community School District Board of Directors
 Shenandoah Administrative Board Room
 May 8, 2023 – 5:00 p.m.
 Regular Meeting

Board Agenda

1. Call to Order
2. Roll Call and Determination of Quorum
3. Mission Statement: Read by Director Hiser
 - a. *The Shenandoah Community School District, in partnership with families and the community, will provide each student an educational environment that maximizes his or her potential to become responsible, successful citizens and lifelong learners in an ever-changing world.*
4. Welcome to Audience
5. Public Forum
6. Administrative Reports
 - a. HS Student Achievement – Andrew Christensen
7. Consent Agenda
 - a. Minutes
 - b. Treasurer’s Report
 - i. Account Balances
 - ii. Unspent Authorized Budget Report
 - iii. Accounts Payable

c. Personnel Requests:

Contracts 2022-23:

Kyle Wallace	Assist. HS Baseball	\$3,736
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Contracts 2023-24:

Amanda Albers	Associate	\$15.24/hr
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Resignations:

Jessica Bell	MS Cheer	
Tahrae Bonnes	PS Teacher, Mentor Teacher After School Program Coord.	
Darbi Fuhrman	.5 Basketball Cheer	
Kelley Lacey	Bus Driver	effective immediately
Dee Priest	Bus Driver	effective June 1, 2023
Diana Roberts	.5 Basketball Cheer	
Jeanette Zabokrtsky	HS Associate	effective July 1, 2023

Transfers:

Nicole Belt	2 nd Grade to Preschool
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d. Fundraising Requests:

*on attached sheet

e. Out of State Travel Requests:

*on attached sheet

8. Action Items
 - a. Approve Midwest Radon Defense \$6,440.00
 - b. Approve Technology Purchases from CDW-G
 - i. 30 Acer Chromebooks - \$25,500
 - ii. 1100 Securly Classroom Subscriptions - \$5,665
 - iii. 8 AC Charging Carts - \$6,997.2
 - c. Approve Sharing Agreement with Sidney CSD for Auto Tech Teacher
 - d. Approve Sharing Agreement with Clarinda CSD for ELL Teacher
 - e. Approve the 28E Agreement with the City of Shenandoah for a School Resource Officer
 - f. Approve Terminating Contract with Timberline for Medicaid Billing Services effective June 30, 2023
 - g. Approve 3-year Contract with Relay for Medicaid Billing Services beginning July 1, 2023
9. Discussion Items
 - a. Arcadia Towers Presentation
 - b. AirMedCare
10. Informational Items:
 - Special Meeting – May 22, 2023 at 5:00 p.m.
 - Next Regular Meeting – June 12, 2023 at 5:00 p.m.
11. Adjournment

Shenandoah Community School District Board of Directors
Shenandoah Administrative Board Room
May 8, 2023 – following regular meeting
Closed Session

Board Agenda

1. Call to Order
2. Roll Call and Determination of Quorum
3. Motion to go into Closed Session

Motion – I move that we go into closed session as authorized by section 21.5 (k) to discuss information contained in records in the custody of a governmental body that are confidential records pursuant to section 22.7, subsection 50.

Return to Open Session

4. Adjournment

**Shenandoah Community School District
Minutes of the Regular Meeting of the Board of Directors – April 10, 2023
Administration Board Room**

Call to Order:

Board President Jean Fichter called the meeting to order at 5:00 pm.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Adam Van Der Vliet (via phone – out of town) and Clint Wooten. Also present were Superintendent Dr. Kerri Nelson, School Business Official William Barrett and Board Secretary Lisa Holmes. Absent were Directors Jeff Hiser and Benne Rogers.

Mission Statement:

The SCSD Mission Statement was read by Director Wooten.

Public Hearing – Budget FY24:

The hearing was opened at 5:01 pm. William Barrett gave an overview of the proposed budget which sets the levy rate \$12.76 per \$1,000. With no public comment the hearing was closed at 5:04 pm.

Public Hearing – 2023-24 Calendar:

The hearing was opened at 5:04 pm. Dr. Nelson shared that the proposed calendar has school starting on August 23, 2023 and ending on May 23, 2024. The hours calculated for next year have elementary ending at 3:15 each day and high school and middle school ending at 3:25. With no public comment the hearing was closed at 5:06 pm.

Welcome to Audience:

President Fichter welcomed everyone to the meeting.

Open Forum:

President Fichter read the rules for speaking during the open forum. There was no public comment.

Consent Agenda:

Approve the consent agenda to include previous minutes, the financial accounts, the payment of bills, out-of-state travel requests and the list of graduating seniors (pending all requirements are met). Personnel Requests: Contracts 2023-24: Jennifer Hardee, 4th Grade – BA+15/Step 9 \$52,190; Elliot Smith, .5 FTE High School Band Instructor – BA/Step 1 \$20,415 and HS Instrumental - \$5,717. Modifications 2023-24: Stephanie Sparks – BA to BA+30. Resignations: Tim Freed, Special Education; Holly Scherff, Lead Driver (will continue to drive routes) – both effective end of school year. Volunteer Coach: Adam Wright, HS Baseball. Motion to approve by Director Van Der Vliet, second by Director Wooten. Motion carried unanimously.

Action Items:

Approve FY24 Budget:

Motion to approve by Director Wooten, second by Director Van Der Vliet. Motion carried unanimously.

Approve 2023-24 School Calendar:

Motion to approve by Director Wooten, second by Director Van Der Vliet. Motion carried unanimously.

Approve \$450 School Bus License Instructor Stipend for Each Trainee Assigned:

Motion to approve by Director Wooten, second by Director Van Der Vliet. Motion carried unanimously.

Approve REI Bus Camera and Installation Purchase for \$22,545.19:

Motion to approve by Director Wooten, second by Director Van Der Vliet. Motion carried unanimously.

Discussion Items:

Arcadia Towers Presentation:

The presentation has been rescheduled.

Informational Items:

Next Regular Meeting – May 8, 2023 at 5:00 pm

Adjournment:

Motion by Director Wooten, second by Director Van Der Vliet to adjourn the meeting at 5:12 pm. Motion carried unanimously.

Board Secretary

Board President

*The exempt session scheduled after the board meeting was postponed due to the full board not being present.

Shenandoah Community School District
Minutes of the Regular Meeting of the Board of Directors – April 13, 2023
Administration Board Room

Call to Order:

Board President Jean Fichter called the meeting to order at 8:45 am.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Jeff Hiser, Adam Van Der Vliet and Clint Wooten. Also present were Superintendent Dr. Kerri Nelson, School Business Official William Barrett and Board Secretary Lisa Holmes. Absent was Director Benne Rogers.

Action Items:

Approve Recommendation coming out of Executive Session for Salary Increases for Administrators, Supervisors, Directors and Non-Negotiated Staff Positions:

Director Hiser made a motion to increase base wage for administrators, supervisors and directors by 4%, Director of Maintenance and Operations by 5.5%, IT Director by 5.5%, salaried non-negotiated staff by 4%, hourly non-negotiated staff by \$1/hour and to pay tuition costs for the Business Office Specialist to obtain credits toward a School Business Official license.

Director Van Der Vliet seconded the motion. Motion carried unanimously.

Informational Items:

Next Regular Meeting – May 8, 2023 at 5:00 pm

Adjournment:

Motion by Director Van Der Vliet, second by Director Wooten to adjourn the meeting at 8:47 am. Motion carried unanimously.

Board Secretary

Board President

SHENANDOAH BANK ACCOUNT BALANCES - FY2023

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ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
General Fund (10)												
Beg Balance Checking (FNBC 30)	135,051.82	135,078.43	135,113.29	135,148.32	135,199.13	135,295.79	135,404.38	139.25	215.96	664.38	1,441.50	-
Beg Balance Checking (BKIA 10)	662,952.98	664,243.62	322,345.95	328,091.03	356,337.41	311,887.82	319,726.06	146,449.97	17,320.82	20,446.27	59,657.75	-
End Balance Invest ISJIT (FNBC 112)	-	-	-	-	-	-	-	135,480.21	135,851.47	135,909.10	135,907.24	-
End Balance Invest ISJIT (BKIA 110)	-	-	-	-	-	-	-	1,100,514.37	1,279,017.47	1,053,914.21	1,053,899.36	-
Beg Balance Savings (BKIA 14)	2,579,847.80	1,880,057.90	972,911.18	1,381,844.19	2,204,322.26	2,067,346.44	2,137,410.11	1,003,100.78	898,153.52	998,258.98	1,743,031.45	-
Revenues	7,847.11	48,493.76	1,994,778.30	2,022,793.00	860,752.47	1,117,775.44	880,325.70	1,103,360.86	1,145,290.29	1,985,822.79	-	-
Receivables	188,348.83	334,244.03	-	-	-	-	-	-	-	-	-	-
Expenditures	(181,999.04)	(389,847.59)	(1,581,703.72)	(1,173,788.51)	(1,043,857.23)	(1,041,531.82)	(1,088,372.19)	(1,160,608.74)	(1,269,133.33)	(1,203,555.17)	-	-
Payables	(712,669.55)	(1,241,899.73)	1,638.54	1,770.77	1,776.01	1,766.88	1,190.52	2,122.54	2,476.74	2,476.74	-	-
End Balance Checking (FNBC 30)	135,078.43	135,113.29	135,148.32	135,199.13	135,295.79	135,404.38	139.25	215.96	664.38	1,441.50	-	-
End Balance Checking (BKIA 10)	664,243.62	322,345.95	328,091.03	356,337.41	311,887.82	319,726.06	146,449.97	17,320.82	20,446.27	59,657.75	-	-
End Balance Invest ISJIT (FNBC 112)	-	-	-	-	-	-	135,480.21	135,851.47	135,909.10	135,907.24	-	-
End Balance Invest ISJIT (BKIA 110)	-	-	-	-	-	-	1,100,514.37	1,279,017.47	1,053,914.21	1,053,899.36	-	-
End Balance Savings (BKIA 14)	1,880,057.90	972,911.18	1,381,844.19	2,204,322.26	2,067,346.44	2,137,410.11	1,003,100.78	898,153.52	998,258.98	1,743,031.45	-	-
Total General Fund	2,679,379.95	1,430,370.42	1,845,083.54	2,695,858.80	2,514,530.05	2,592,540.55	2,385,684.58	2,330,559.24	2,209,192.94	2,993,937.30	-	-
Check	2,679,379.95	1,430,370.42	1,845,083.54	2,695,858.80	2,514,530.05	2,592,540.55	2,385,684.58	2,330,559.24	2,209,192.94	2,993,937.30	-	-
Management Fund (22)												
Beg Balance Checking (BKIA 10)	1,063.62	-	(6,575.59)	2,765.05	(6,099.04)	9,184.52	2,732.93	1,140.85	1,575.75	889.21	1,478.16	-
Beg Balance Invest (BKIA 110)	-	-	-	-	-	-	-	750,350.70	752,363.22	752,795.86	752,785.25	-
Beg Balance Savings (BKIA 14)	1,302,142.22	1,190,869.85	923,946.43	977,095.88	1,149,179.16	1,141,054.19	1,126,657.40	323,351.02	323,611.91	309,521.62	464,183.00	-
Revenues	454.02	348.34	100,076.45	168,944.84	18,824.74	17,543.02	11,925.69	9,238.46	24,047.21	162,264.21	-	-
Receivables	5,215.38	-	-	-	-	-	-	-	-	-	-	-
Expenditures	(116,725.03)	(273,109.58)	(37,586.36)	(5,725.65)	(11,666.15)	(38,391.40)	(66,473.45)	(6,530.15)	(38,391.40)	(7,024.49)	-	-
Payables	(1,280.36)	(737.77)	-	-	-	-	-	-	-	-	-	-
End Balance Checking (BKIA 10)	-	(6,575.59)	2,765.05	(6,099.04)	9,184.52	2,732.93	1,140.85	1,575.75	889.21	1,478.16	-	-
End Balance Invest (BKIA 110)	-	-	-	-	-	-	750,350.70	752,363.22	752,795.86	752,785.25	-	-
End Balance Savings (BKIA 14)	1,190,869.85	923,946.43	977,095.88	1,149,179.16	1,141,054.19	1,126,657.40	323,351.02	323,611.91	309,521.62	464,183.00	-	-
Total Management Fund	1,190,869.85	917,370.84	979,860.93	1,143,080.12	1,150,238.71	1,129,390.33	1,074,842.57	1,077,550.88	1,063,206.69	1,218,446.41	-	-
Check	1,190,869.85	917,370.84	979,860.93	1,143,080.12	1,150,238.71	1,129,390.33	1,074,842.57	1,077,550.88	1,063,206.69	1,218,446.41	-	-
SAVE Fund (33)												
Beg Balance Checking (FNBC 30)	57,542.21	57,542.21	57,542.21	57,542.21	57,542.21	57,542.21	57,542.21	-	32.23	222.23	436.72	-
Beg Balance Checking (BKIA 10)	4,017.63	4,017.63	3,517.63	5,207.63	5,213.29	1,471.58	(45,521.11)	(45,610.06)	(56,602.01)	(52,854.84)	(59,762.60)	-
Beg Balance Invest (FNBC 112)	-	-	-	-	-	-	-	57,574.44	57,732.21	57,756.70	57,755.90	-
Beg Balance Invest (BKIA 110)	-	-	-	-	-	-	-	1,100,514.37	1,123,529.07	1,350,013.91	1,349,994.89	-
Beg Balance Savings (BKIA 14)	1,158,663.35	1,245,022.16	1,341,883.02	1,599,701.11	1,664,734.94	1,772,649.07	1,811,748.28	806,029.04	910,186.90	764,921.44	834,611.95	-
Revenues	441.91	96,860.86	267,818.09	65,039.49	127,920.69	116,262.17	104,838.41	127,430.61	116,622.56	83,885.18	-	-
Receivables	85,916.90	-	-	-	-	-	-	-	-	-	-	-
Expenditures	-	-	(8,310.00)	-	(23,748.27)	(124,155.65)	(10,100.00)	(11,060.00)	(31,441.52)	(20,907.76)	-	-
Payables	-	(500.00)	-	-	-	-	-	-	-	-	-	-
End Balance Checking (FNBC 30)	57,542.21	57,542.21	57,542.21	57,542.21	57,542.21	57,542.21	-	32.23	222.23	436.72	-	-
End Balance Checking (BKIA 10)	4,017.63	3,517.63	5,207.63	5,213.29	1,471.58	(45,521.11)	(45,610.06)	(56,602.01)	(52,854.84)	(59,762.60)	-	-
End Balance Invest (FNBC 112)	-	-	-	-	-	-	57,574.44	57,732.21	57,756.70	57,755.90	-	-
End Balance Invest (BKIA 110)	-	-	-	-	-	-	1,100,514.37	1,123,529.07	1,350,013.91	1,349,994.89	-	-
End Balance Savings (BKIA 14)	1,245,022.16	1,341,883.02	1,599,701.11	1,664,734.94	1,772,649.07	1,811,748.28	806,029.04	910,186.90	764,921.44	834,611.95	-	-
Total SAVE Fund	1,306,582.00	1,402,942.86	1,662,450.95	1,727,490.44	1,831,662.86	1,823,769.38	1,918,507.79	2,034,878.40	2,120,059.44	2,183,036.86	-	-
Check	1,306,582.00	1,402,942.86	1,662,450.95	1,727,490.44	1,831,662.86	1,823,769.38	1,918,507.79	2,034,878.40	2,120,059.44	2,183,036.86	-	-

SHENANDOAH BANK ACCOUNT BALANCES - FY2023

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ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
PEPEL Fund (36)												
Beg Balance Checking (FNBC 30)	13,319.26	13,319.26	13,319.26	13,319.26	13,319.26	13,319.26	13,319.26	1,265.85	1,272.60	1,312.40	1,357.33	-
Beg Balance Checking (BKIA 10)	-	(2,727.50)	17,413.55	17,972.02	64,392.23	52,133.74	86,351.64	75,416.46	62,334.93	60,426.65	60,554.08	-
Beg Balance Invest (FNBC 112)	-	-	-	-	-	-	-	12,060.16	12,093.21	12,098.34	12,098.17	-
Beg Balance Invest (BKIA 110)	-	-	-	-	-	-	-	900,420.85	1,003,150.96	1,003,727.81	1,003,713.67	-
Beg Balance Savings (BKIA 14)	1,009,028.78	926,226.99	852,392.96	923,176.08	958,027.51	973,019.35	1,097,468.24	206,348.84	122,313.32	117,371.69	200,738.09	-
Revenues	353.12	270.93	80,783.12	133,836.04	15,040.64	185,475.26	9,379.69	74,775.99	20,687.04	130,712.24	-	-
Receivables	4,259.36	-	-	-	-	-	-	-	-	-	-	-
Expenditures	(87,079.39)	(53,963.91)	(9,441.53)	(52,564.40)	(12,307.29)	(26,808.47)	(11,006.67)	(69,123.13)	(26,915.17)	(47,187.79)	-	-
Payables	(3,062.38)	-	-	-	-	-	-	-	-	-	-	-
End Balance Checking (FNBC 30)	13,319.26	13,319.26	13,319.26	13,319.26	13,319.26	13,319.26	1,265.85	1,272.60	1,312.40	1,357.33	-	-
End Balance Checking (BKIA 10)	(2,727.50)	17,413.55	17,972.02	64,392.23	52,133.74	86,351.64	75,416.46	62,334.93	60,426.65	60,554.08	-	-
End Balance Invest (FNBC 112)	-	-	-	-	-	-	12,060.16	12,093.21	12,098.34	12,098.17	-	-
End Balance Invest (BKIA 110)	-	-	-	-	-	-	900,420.85	1,003,150.96	1,003,727.81	1,003,713.67	-	-
End Balance Savings (BKIA 14)	926,226.99	852,392.96	923,176.08	958,027.51	973,019.35	1,097,468.24	206,348.84	122,313.32	117,371.69	200,738.09	-	-
Total PEPEL Fund	936,818.75	883,125.77	954,467.36	1,035,739.00	1,038,472.35	1,197,139.14	1,195,512.16	1,201,165.02	1,194,936.89	1,278,461.34	-	-
Check	936,818.75	883,125.77	954,467.36	1,035,739.00	1,038,472.35	1,197,139.14	1,195,512.16	1,201,165.02	1,194,936.89	1,278,461.34	-	-
Debt Service Fund (40)												
Beg Balance Fiscal Agent (BI)	-	-	-	-	-	-	-	-	-	-	-	-
Revenues	-	-	-	-	-	77,155.65	-	-	-	-	-	-
Expenditures	-	-	-	-	-	(77,155.65)	-	-	-	-	-	-
End Balance Fiscal Agent (BI)	-	-	-	-	-	-	-	-	-	-	-	-
Total Debt Service Fund	-	-	-	-	-	-	-	-	-	-	-	-
Check	-	-	-	-	-	-	-	-	-	-	-	-
Nutrition Fund (61)												
Beg Balance Checking (FNBC 20)	10,525.05	10,526.46	10,634.21	10,530.15	10,479.86	10,484.92	10,490.60	497.21	503.21	536.70	893.74	-
Beg Balance Checking (BKIA 10)	3,789.84	-	(20,028.73)	5,918.89	(34,088.79)	9,732.05	3,923.76	578.87	345.77	4,412.50	537.37	-
Beg Balance Invest (FNBC 113)	-	-	-	-	-	-	-	10,005.60	10,033.03	10,037.22	10,037.14	-
Beg Balance Invest (BKIA 110)	-	-	-	-	-	-	-	150,070.14	130,409.62	130,484.62	130,482.78	-
Beg Balance Savings (BKIA 14)	293,245.41	287,825.43	299,084.10	220,512.97	272,632.15	211,652.31	212,809.55	64,206.29	84,360.60	83,893.90	91,924.55	-
Revenues	7,026.96	14,419.87	11,662.16	102,416.05	79,378.25	81,470.26	64,913.59	86,270.93	70,676.45	79,376.77	-	-
Receivables	11,326.72	-	-	-	-	-	-	-	-	-	-	-
Expenditures	(7,142.11)	(22,807.97)	(64,539.73)	(90,432.07)	(96,604.18)	(86,115.63)	(66,779.39)	(85,976.81)	(66,963.74)	(74,866.13)	-	-
Payables	(20,419.98)	(274.21)	150.00	77.23	71.99	-	-	-	-	-	-	-
End Balance Checking (FNBC 20)	10,526.46	10,634.21	10,530.15	10,479.86	10,484.92	10,490.60	497.21	503.21	536.70	893.74	-	-
End Balance Checking (BKIA 10)	-	(20,028.73)	5,918.89	(34,088.79)	9,732.05	3,923.76	578.87	345.77	4,412.50	537.37	-	-
End Balance Invest (FNBC 113)	-	-	-	-	-	-	10,005.60	10,033.03	10,037.22	10,037.14	-	-
End Balance Invest (BKIA 110)	-	-	-	-	-	-	150,070.14	130,409.62	130,484.62	130,482.78	-	-
End Balance Savings (BKIA 14)	287,825.43	299,084.10	220,512.97	272,632.15	211,652.31	212,809.55	64,206.29	84,360.60	83,893.90	91,924.55	-	-
Total Nutrition Fund	298,351.89	289,689.58	236,962.01	249,023.22	231,869.28	227,223.91	225,358.11	225,652.23	229,364.94	233,875.58	-	-
Check	298,351.89	289,689.58	236,962.01	249,023.22	231,869.28	227,223.91	225,358.11	225,652.23	229,364.94	233,875.58	-	-
ChildCare Fund (62)												
Beg Balance Checking (BKIA 10)	1,695.61	1,695.61	1,695.61	1,243.09	(718.37)	493.25	134.26	180.40	(1,529.74)	(2,669.61)	(4,069.34)	-
Beg Balance Savings (BKIA 14)	1,966.02	1,966.77	4,232.35	5,198.69	6,035.37	3,395.39	2,184.95	1,179.95	1,080.00	975.00	900.00	-
Revenues	0.75	2,265.58	966.34	835.90	860.81	790.68	995.00	1,080.00	975.00	900.00	-	-
Expenditures	-	-	(452.52)	(1,960.68)	(2,289.17)	(2,441.23)	(2,016.54)	(2,746.29)	(2,219.87)	(2,374.73)	-	-
Payables	-	-	-	-	-	81.12	62.68	(143.80)	-	-	-	-
End Balance Checking (BKIA 10)	1,695.61	1,695.61	1,243.09	(718.37)	493.25	134.26	180.40	(1,529.74)	(2,669.61)	(4,069.34)	-	-
End Balance Savings (BKIA 14)	1,966.77	4,232.35	5,198.69	6,035.37	3,395.39	2,184.95	1,179.95	1,080.00	975.00	900.00	-	-
Total ChildCare Fund	3,662.38	5,927.96	6,441.78	5,317.00	3,888.64	2,319.21	1,360.35	(449.74)	(1,694.61)	(3,169.34)	-	-
Check	3,662.38	5,927.96	6,441.78	5,317.00	3,888.64	2,319.21	1,360.35	(449.74)	(1,694.61)	(3,169.34)	-	-
CHKID=30 (FNBC GEN SAVINGS)	205,939.90	205,974.76	206,009.79	206,060.60	206,157.26	206,265.85	1,405.10	1,520.79	2,199.01	3,235.55	-	-
CHKID=10 (BKIA GEN CHECKING)	667,229.36	318,368.42	361,197.71	385,036.73	384,902.96	367,347.54	178,156.49	23,445.52	30,650.18	58,395.42	-	-
CHKID=110 (ISJIT - BKIA MM)	-	-	-	-	-	-	4,001,870.43	4,288,470.34	4,290,936.41	4,290,875.95	-	-
CHKID=112 (ISJIT - FNBC GENERAL)	-	-	-	-	-	-	205,114.81	205,676.89	205,764.14	205,761.31	-	-
CHKID=113 (ISJIT - FNBC NUTRITION)	-	-	-	-	-	-	10,005.60	10,033.03	10,037.22	10,037.14	-	-
CHKID=14 (BKIA GEN MM)	5,531,969.10	4,394,450.04	5,107,528.92	6,254,931.39	6,169,116.75	6,388,278.53	2,404,215.92	2,339,706.25	2,274,942.63	3,335,389.04	-	-
CHKID=20 (FNBC CN SAVINGS)	10,526.46	10,634.21	10,530.15	10,479.86	10,484.92	10,490.60	497.21	503.21	536.70	893.74	-	-
GRAND TOTAL General/SAVE/PEPEL/CN	6,415,664.82	4,929,427.43	5,685,266.57	6,856,508.58	6,770,661.89	6,972,382.52	6,801,265.56	6,869,356.03	6,815,066.29	7,904,588.15	-	-

SHENANDOAH BANK ACCOUNT BALANCES - FY2023

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ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Reconciliation												
Bank Statement (FNBC) CHKID=30	206,210.31	206,245.17	206,280.20	206,331.01	206,427.67	206,536.26	1,675.51	1,791.20	2,469.42	3,235.55	-	-
Bank Statement (BKIA) CHKID=10	516,627.88	486,852.56	418,821.54	275,309.55	238,180.90	219,078.90	240,664.94	54,178.67	252,993.67	342,707.01	-	-
Bank Statement (BKIA) CHKID=14	5,531,969.10	4,394,550.04	5,107,528.92	6,254,931.39	6,044,459.74	6,318,307.02	2,404,215.92	2,339,706.25	2,274,887.05	3,335,389.04	-	-
Bank Statement (FNBC) CHKID=20	10,898.79	10,953.59	10,849.53	10,799.24	10,804.30	10,809.98	816.59	822.59	856.08	893.74	-	-
Bank Statement (ISJIT) CHKID=110	-	-	-	-	-	-	4,001,870.43	4,288,470.34	4,290,936.41	4,290,875.95	-	-
Bank Statement (ISJIT) CHKID=112	-	-	-	-	-	-	205,114.81	205,676.89	205,764.14	205,761.31	-	-
Bank Statement (ISJIT) CHKID=113	-	-	-	-	-	-	10,005.60	10,033.03	10,037.22	10,037.14	-	-
Less Outstanding Checks/Debits	(10,964.77)	(316,821.37)	(219,088.97)	(51,786.12)	(14,791.24)	(13,244.66)	(63,098.24)	(31,322.94)	(222,933.28)	(284,311.59)	-	-
Outstanding Deposits/GJE	160,923.51	147,647.44	160,875.35	160,923.51	285,580.52	230,895.02	-	-	55.58	-	-	-
Total Reconciliation	6,415,664.82	4,929,427.43	5,685,266.57	6,856,508.58	6,770,661.89	6,972,382.52	6,801,265.56	6,869,356.03	6,815,066.29	7,904,588.15	-	-
Amount Reconciliation Difference	-	-	-	-	-	-	-	-	0.00	(0.00)	-	-
Activity Fund (21)												
Beg Balance Checking (BKIA 3)	3,491.06	3,491.11	3,491.19	3,491.43	3,494.05	3,498.19	3,502.47	3,506.76	3,510.64	3,514.92	4,884.06	-
Beg Balance Checking (FNBC 40)	(11,345.01)	1.32	1.55	2,202.67	3,653.37	1,331.60	1,766.45	1,339.49	138.17	2,257.71	133.54	-
Beg Balance Invest (FNBC 111)	-	-	-	-	-	-	-	140,078.41	140,462.31	140,521.83	140,519.91	-
Beg Cash on Hand - Gate Bag	800.00	800.00	800.00	800.00	800.00	280.00	280.00	280.00	280.00	280.00	280.00	-
Beg Balance Savings (FNBC 44)	147,321.54	134,178.66	126,055.58	152,653.90	181,721.57	173,356.61	164,650.12	29,533.02	37,762.90	30,582.24	25,324.84	-
Revenues	457.46	4,318.56	41,642.29	59,073.33	27,132.35	15,303.94	23,972.69	37,624.11	27,894.00	21,748.89	-	-
Receivables	3,046.97	2,386.50	-	-	-	-	-	-	-	-	-	-
Expenditures	(4,556.93)	(10,809.33)	(12,842.61)	(28,552.34)	(38,334.94)	(23,571.30)	(19,434.05)	(30,207.77)	(32,891.32)	(27,763.24)	-	-
Payables	(744.00)	(4,018.50)	-	-	-	-	-	-	-	-	-	-
End Balance Checking (BKIA 3)	3,491.11	3,491.19	3,491.43	3,494.05	3,498.19	3,502.47	3,506.76	3,510.64	3,514.92	4,884.06	-	-
End Balance Checking (FNBC 40)	1.32	1.55	2,202.67	3,653.37	1,331.60	1,766.45	1,339.49	138.17	2,257.71	133.54	-	-
End Balance Invest (FNBC 111)	-	-	-	-	-	-	140,078.41	140,462.31	140,521.83	140,519.91	-	-
End Cash on Hand - Gate Bag	800.00	800.00	800.00	800.00	280.00	280.00	280.00	280.00	280.00	280.00	-	-
End Balance Savings (FNBC 44)	134,178.66	126,055.58	152,653.90	181,721.57	173,356.61	164,650.12	29,533.02	37,762.90	30,582.24	25,324.84	-	-
Total Activity Fund	138,471.09	130,348.32	159,148.00	189,668.99	178,466.40	170,199.04	174,737.68	182,154.02	177,156.70	171,142.35	-	-
Check	138,471.09	130,348.32	159,148.00	189,668.99	178,466.40	170,199.04	174,737.68	182,154.02	177,156.70	171,142.35	-	-
Scholarships (81)												
Beg Balance Checking (FNBC 40)	-	-	-	-	-	-	-	-	-	-	750.00	-
Beg Balance Invest (FNBC 114)	-	-	-	-	-	-	-	370,207.18	371,221.82	371,379.15	371,374.04	-
Beg Balance Savings (FNBC 16)	378,871.01	375,744.72	374,658.10	373,771.72	373,863.78	374,038.93	374,235.68	3,587.09	4,171.76	5,397.40	6,780.82	-
Revenues	48.71	163.38	63.62	92.06	175.15	196.75	433.59	1,224.31	1,382.97	1,378.31	-	-
Expenditures	(3,175.00)	(1,250.00)	(950.00)	-	-	-	(875.00)	375.00	-	750.00	-	-
End Balance Checking (FNBC 40)	-	-	-	-	-	-	-	-	-	750.00	-	-
End Balance Invest (FNBC 114)	-	-	-	-	-	-	370,207.18	371,221.82	371,379.15	371,374.04	-	-
End Balance Savings (FNBC 16)	375,744.72	374,658.10	373,771.72	373,863.78	374,038.93	374,235.68	3,587.09	4,171.76	5,397.40	6,780.82	-	-
Total Scholarships	375,744.72	374,658.10	373,771.72	373,863.78	374,038.93	374,235.68	373,794.27	375,393.58	376,776.55	378,904.86	-	-
Check	375,744.72	374,658.10	373,771.72	373,863.78	374,038.93	374,235.68	373,794.27	375,393.58	376,776.55	378,904.86	-	-
Agency Fund (91)												
Beg Balance Checking (BKIA 3)	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	-
Beg Balance Savings (FNBC 44)	2,489.74	2,489.74	2,489.74	2,616.21	3,116.21	4,116.21	4,116.21	4,116.21	4,116.21	4,116.21	4,116.21	-
Revenues	-	-	126.47	500.00	1,000.00	-	-	-	-	-	-	-
Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
End Balance Checking (BKIA 3)	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	174.78	-	-
End Balance Savings (FNBC 44)	2,489.74	2,489.74	2,616.21	3,116.21	4,116.21	4,116.21	4,116.21	4,116.21	4,116.21	4,116.21	-	-
Total Agency Fund	2,664.52	2,664.52	2,790.99	3,290.99	4,290.99	4,290.99	4,290.99	4,290.99	4,290.99	4,290.99	-	-
CHKID=3 (BKIA ACT CHECKING)	3,665.89	3,665.97	3,666.21	3,668.83	3,672.97	3,677.25	3,681.54	3,685.42	3,689.70	5,058.84	-	-
CHKID=40 (FNBC ACT CHECKING)	1.32	1.55	2,202.67	3,653.37	1,331.60	1,766.45	1,339.49	138.17	2,257.71	883.54	-	-
CHKID=44 (FNBC ACT SAVING)	136,668.40	128,545.32	155,270.11	184,837.78	177,472.82	168,766.33	33,649.23	41,879.11	34,698.45	29,441.05	-	-
CHKID=111 (ISJIT - FNBC ACTIVITY)	-	-	-	-	-	-	140,078.41	140,462.31	140,521.83	140,519.91	-	-
CHKID=114 (ISJIT - FNBC SCHOLARSHIP)	-	-	-	-	-	-	370,207.18	371,221.82	371,379.15	371,374.04	-	-
CHKID=16 (FNBC SCHOLAR SAV)	375,744.72	374,658.10	373,771.72	373,863.78	374,038.93	374,235.68	3,587.09	4,171.76	5,397.40	6,780.82	-	-
GRAND TOTAL Activity/Scholar/Agency	516,080.33	506,870.94	534,910.71	566,023.76	556,516.32	548,445.71	552,542.94	561,558.59	557,944.24	554,058.20	-	-

SHENANDOAH BANK ACCOUNT BALANCES - FY2023

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ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Reconciliation												
Bank Statement (BKIA) CHKID=3	5,030.87	5,030.95	5,031.19	5,033.81	5,037.95	5,042.23	5,046.52	5,050.40	5,054.68	5,058.84	-	-
Bank Statement (FNBC) CHKID=40	5,750.57	5,645.05	5,063.67	7,161.37	8,218.90	9,215.85	3,826.49	6,529.30	5,572.65	3,321.89	-	-
Bank Statement (FNBC) CHKID=44	136,668.40	128,492.37	155,217.16	184,837.78	177,472.82	168,766.33	33,649.23	41,879.11	34,754.03	29,441.05	-	-
Bank Statement (FNBC) CHKID=16	375,744.72	374,558.10	373,771.72	373,863.78	374,038.93	374,235.68	3,587.09	4,171.76	5,397.40	6,780.82	-	-
Bank Statement (ISJIT) CHKID=111	-	-	-	-	-	-	140,078.41	140,462.31	140,521.83	140,519.91	-	-
Bank Statement (ISJIT) CHKID=114	-	-	-	-	-	-	370,207.18	371,221.82	371,379.15	371,374.04	-	-
Less Outstanding Checks	(7,114.23)	(7,008.48)	(4,173.03)	(4,872.98)	(8,252.28)	(8,814.38)	(3,851.98)	(7,756.11)	(4,679.92)	(2,438.35)	-	-
Outstanding Deposits/GJE	-	152.95	-	-	-	-	-	-	(55.58)	-	-	-
Total Reconciliation	516,080.33	506,870.94	534,910.71	566,023.76	556,516.32	548,445.71	552,542.94	561,558.59	557,944.24	554,058.20	-	-
Amount Reconciliation Difference	-	-	-	-	-	-	-	0.00	0.00	(0.00)	-	-

SHENANDOAH COMMUNITY SCHOOL										
CALCULATION OF MISCELLANEOUS INCOME										
2022-2023										
	STATE AID/ SRCIPVR (CNI)	TLC/4 YR STATE AID/TSS/ EARLY INTER/PD/ TRANS EQ.	SPED DEFICIT SUPPLEMENTAL	AEA FLOWTHROUGH	PROPERTY TAX	INSTRUCTIONAL SUPPORT THRU INCOME SURTAXES	EXCISE TAXES UTILITY REPL.	** MISC REVENUE	TOTAL REVENUE (Includes Flowthrough)	
	Source Codes 3111, 3112 3801, 3803	Source Codes 3116, 3117, 3119 3204, 3216, 3342, 3376	STATE AID Source Code 3113	Source Code 3214	Source Codes 1110-1119	Source Code 1134	Source Codes 1170-1179			FY2022
JUL								7,847.11	7,847.11	\$ 54,059.60
AUG								48,493.76	48,493.76	\$ 71,500.84
SEP	562,986.00	145,736.00	-	495,632.00	753,464.57	-	22,472.51	14,487.22	1,994,778.30	\$ 1,396,541.72
OCT	562,986.00	145,736.00	-	-	1,261,529.77	-	40,629.77	11,911.46	2,022,793.00	\$ 2,049,183.81
NOV	562,986.00	145,736.00	-	-	128,536.93	-	-	23,493.54	860,752.47	\$ 971,977.10
DEC	605,465.37	145,736.00	-	-	75,459.85	171,107.25	-	120,006.97	1,117,775.44	\$ 1,162,715.04
JAN	569,268.29	166,096.79	-	-	66,732.37	-	-	78,228.25	880,325.70	\$ 1,396,726.47
FEB	559,016.00	145,736.00	-	-	48,318.28	66,398.25	-	283,892.33	1,103,360.86	\$ 1,088,361.26
MAR	559,016.00	145,736.00	-	-	159,105.29	-	651.37	280,781.63	1,145,290.29	\$ 1,177,058.83
APR	611,747.67	145,736.00	-	-	1,139,405.49	-	39,978.40	48,955.23	1,985,822.79	\$ 2,012,487.25
MAY	-	-	-	-	-	-	-	-	-	\$ 2,068,661.42
JUN	-	-	-	-	-	-	-	-	-	\$ 1,497,929.63
TOTAL	\$ 4,593,471.33	\$ 1,186,248.79	\$ -	\$ 495,632.00	\$ 3,632,552.55	\$ 237,505.50	\$ 103,732.05	\$ 918,097.50	\$ 11,167,239.72	\$14,947,202.97

SHENANDOAH COMMUNITY SCHOOL			
UNSPENT AUTHORIZED BUDGET CALCULATION			
2022-2023			
	REGULAR PROGRAM DISTRICT COST	\$7,688,022.00	
+	REGULAR PROGRAM BUDGET ADJUSTMENT	\$0.00	
+	SUPPLEMENTARY WEIGHTING DISTRICT COST	\$122,715.00	
+	SPECIAL ED DISTRICT COST	\$1,015,729.00	
+	TEACHER SALARY SUMMPLEMENT DISTRICT COST	\$691,673.00	
+	PROF DEV SUPPLEMENT DISTRICT COST	\$75,128.00	
+	EARLY INTERVENTION SUPPL DISTRICT COST	\$87,656.00	
+	TEACHER LEADERSHIP SUPP DISTRICT COST	\$371,074.00	
+	AEA SPECIAL ED SUPPORT	\$380,673.00	
+	AEA SPECIAL ED SUPPORT ADJUSTMENT	\$0.00	
+	AEA MEDIA SERVICES	\$62,895.00	
+	AEA EDUCATIONAL SERVICES	\$69,533.00	
+	AEA SHARING DISTRICT COST	\$830.00	
+	AEA TEACHER SALARY SUPPL DISTRICT COST	\$39,086.00	
+	AEA PROF DEV SUPPL DISTRICT COST	\$4,203.00	
+	DROPOUT ALLOWABLE GROWTH	\$232,546.00	Local Match \$77,515
+	SBRC ALLOWABLE GROWTH OTHER #1	\$0.00	Inc. Enrollmnt, OE Out, and LEP
+	SBRC ALLOWABLE GROWTH OTHER #2	\$0.00	LEP
+	SPECIAL ED DEFICIT ALLOWABLE GROWTH	\$0.00	Estimated
-	SPECIAL ED POSITIVE BALANCE REDUCTION	\$0.00	
-	AEA SPECIAL ED POSITIVE BALANCE	\$0.00	
+	ALLOWANCE FOR CONSTRUCTION PROJECTS	\$0.00	
-	UNSPENT ALLOWANCE FOR CONSTRUCTION	\$0.00	
+	ENROLLMENT AUDIT ADJUSTMENT	\$0.00	
-	AEA PRORATA REDUCTION	\$61,588.00	
=	MAXIMUM DISTRICT COST	\$10,780,175.00	
+	PRESCHOOL FOUNDATION AID	\$200,151.00	
+	INSTRUCTIONAL SUPPORT AUTHORITY	\$569,452.00	
+	ED IMPROVEMENT AUTHORITY	\$0.00	
+	OTHER MISCELLANEOUS INCOME	\$3,250,000.00	Estimate on Budget Worksheet
+	UNSPENT AUTH BUDGET - PREVIOUS YEAR	\$3,920,594.72	Est.
=	MAXIMUM AUTHORIZED BUDGET	\$18,720,372.72	
-	EXPENDITURES	\$10,134,397.34	54.14%
=	UNSPENT AUTHORIZED BUDGET	\$8,585,975.38	
	EXPENDITURES	FY2023	FY2022 Actuals
	JULY	\$181,999.04	\$209,118.22
	AUGUST	\$389,847.59	\$540,423.00
	SEPTEMBER	\$1,581,703.72	\$1,185,235.82
	OCTOBER	\$1,173,788.51	\$1,378,454.07
	NOVEMBER	\$1,043,857.23	\$1,061,892.88
	DECEMBER	\$1,041,531.82	\$1,200,949.33
	JANUARY	\$1,088,372.19	\$1,068,212.67
	FEBRUARY	\$1,160,608.74	\$2,205,533.90
	MARCH	\$1,269,133.33	\$1,417,225.67
	APRIL	\$1,203,555.17	\$996,563.39
	MAY	\$0.00	\$1,043,181.09
	JUNE	\$0.00	\$3,260,483.25
	TOTAL	\$10,134,397.34	\$15,567,273.29

Function Part 1	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
40 DEBT SERVICE	951,600.00	0.00	77,155.65	8.11	874,444.35	0.00	0.00	874,444.35
61 SCHOOL NUTRITION FUND								
2000 2000	7,500.00	0.00	5,928.93	79.50	1,571.07	0.00	33.74	1,537.33
3000 3000	761,550.00	74,866.13	656,298.83	90.22	105,251.17	0.00	30,746.43	74,504.74
6000 6000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
61 SCHOOL NUTRITION FUND	769,050.00	74,866.13	662,227.76	90.11	106,822.24	0.00	30,780.17	76,042.07
62 CHILDCARE FUND								
3000 3000	17,800.00	2,374.73	16,501.03	92.70	1,298.97	0.00	0.00	1,298.97
62 CHILDCARE FUND	17,800.00	2,374.73	16,501.03	92.70	1,298.97	0.00	0.00	1,298.97
81 TRUST FUNDS NON EXPENDABLE								
1000 INSTRUCTION	0.00	(750.00)	5,125.00	0.00	(5,125.00)	0.00	0.00	(5,125.00)
6000 6000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
81 TRUST FUNDS NON EXPENDABLE	0.00	(750.00)	5,125.00	0.00	(5,125.00)	0.00	0.00	(5,125.00)
91 AGENCY FUND								
1000 INSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2000 2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
91 AGENCY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total:	17,959,686.90	1,382,929.31	12,350,865.22	69.62	5,608,821.68	0.00	151,945.75	5,456,875.93

MONTHLY BOARD VENDOR BILLS

Vendor Name	Invoice Detail	Invoice Detail	Description
	Amount		
Checking Account ID 10	Fund Number 10		GENERAL FUND
AHLERS & COONEY PC	2,035.00	LAWYER	
AMBER OLSON	356.32	STUDENT TRANSPORTATION-PARENT	
ANDY CAMPBELL	12.00	BUS DRIVER CDL PAID BY DISTRICT	
BARBARA FARWELL	190.74	ESL TRAVEL	
BMO MASTERCARD - TRANSPORTATION I	284.38	TRANSPORTATION REPAIR PARTS	
BMO MASTERCARD	872.63	SUPPLIES	
BMO MASTERCARD	1,288.07	SUPPLIES	
BMO MASTERCARD	1,902.32	HS AUTO TECH EQUIPMENT	
BMO MASTERCARD	284.90	HS FCS SUPPLIES	
BMO MASTERCARD	300.00	HS STAFF WORKSHOP	
BMO MASTERCARD	1,615.01	SUPPLIES	
BMO MASTERCARD	138.12	ELEM PRINCIPAL FUNDRAISER SUPPLIES	
BMO MASTERCARD	36.99	MAY MENTOR SUPPLIES	
BMO MASTERCARD	199.90	SUPERINTENDENT SOFTWARE	
BMO MASTERCARD	1,093.69	MS SUPPLIES	
BMO MASTERCARD	110.07	MS FCS SUPPLIES	
BMO MASTERCARD	80.05	MAINTENANCE PARTS	
BMO MASTERCARD	1,044.94	TECHNOLOGY COORDINATOR SUPPLIES	
BMO MASTERCARD	1,347.41	BACKGROUND CHECKS/SUPPLIES	
BMO MASTERCARD	1,234.29	SUPPLIES	
BMO MASTERCARD	183.39	BUSINESS MANAGER TRAVEL	
BROWN'S REPAIR & AUTO PARTS, INC.	1,450.74	VEHICLE REPAIR SERVICES	
CABINETS BY STAC	135.00	MAINTENANCE BUILDING SUPPLIES	
CARL A. NELSON & CO	3,000.00	JK-8 WINDOWS PROJECT	
CDW GOVERNMENT	405.96	TECH REPAIR & MAINTENANCE SUPPLIES	
CENEX FLEET FUELING	3,124.06	FUEL	
CENTURYLINK	634.19	TELEPHONE	
CHAT MOBILITY	207.15	TELEPHONE	
CITY OF SHENANDOAH	9,771.90	WATER-SEWER	
COUNTRY TIRE	117.20	EQUIPMENT REPAIR	
COUNTY LINE DESIGN	60.00	MS PRINCIPAL FUNDRAISER SUPPLIES	
CULLIGAN WATER	425.47	MAINTENANCE RENTAL OF EQUIPMENT	
EGAN SUPPLY	1,437.00	CUSTODIAL SUPPLIES	
FAREWAY STORES	30.39	FOOD/SUPPLIES	
FIRST WIRELESS, INC.	562.00	EQUIPMENT REPAIR	
GARNER MEDIA HOLDINGS	192.00	NEWSPAPER ADVERTISING	
GRAINGER	978.38	MAINTENANCE SUPPLIES	
HD PRO INSTITUTIONAL	2,001.84	CUSTODIAL SUPPLIES	
HUB INTERNATIONAL GREAT PLAINS, LLC	4,300.00	GASB 75	
IAMO COMMUNICATIONS	30.00	NETWORK SUPPORT INTERNET ACCESS	
IOWA COMMUNICATIONS NETWORK	180.00	TELEPHONE	
IOWA DIVISION OF LABOR SERVICES	560.00	MAINTENANCE BUILDING REPAIR SERVICES	
JB PARTS & SUPPLY	13.68	MAINTENANCE PARTS	
JB PARTS AND SUPPLY	85.70	HS AUTO TECH SUPPLIES	
JOHN GOWING PLUMBING AND HEATING	107.68	MAINTENANCE BUILDING REPAIR SERVICES	
JOHNSON CONTROLS	321.25	OTHER PURCHASED PROPERTY SERVICES	
JOSTENS	112.00	HS GENERAL ED SUPPLIES	
LIED LODGE	890.00	ADMISSION	
LITTLE WAITE LANES	660.00	ADMISSION	
MASTER TEACHER	20.00	SUPPLIES	
MCNEILLY STEEL BUILDING	1,126.73	MAINTENANCE BUILDING REPAIR SERVICES	
MIDAMERICAN ENERGY	13,128.81	UTILITIES-ELECTRICITY	
MILLER BUILDING	164.72	MAINTENANCE BUILDING SUPPLIES	
MISSOURI RIVER BASIN LEWIS & CLARK	340.00	ADMISSION	
MITEL NET SOLUTIONS	589.42	TELEPHONE	
O'REILLY AUTO	145.44	TRANSPORTATION REPAIR PARTS	
OMAHA WORLD HERALD	1,934.00	NEWSPAPER ADVERTISING	
PAGE COUNTY LANDFILL ASSOCIATION	102.75	MAINTENANCE GARBAGE COLLECTION	
PLUNKETT'S PEST CONTROL	244.60	MAINTENANCE PEST CONTROL CONTRACTED	
REALITYWORKS	8,623.99	VOC AID SUPPLIES	
RED OAK WELDING	34.20	HS RENTAL OF EQUIPMENT	
RIEMAN MUSIC DES MOINES	111.00	HS BAND EQUIPMENT REPAIR	
ROCSTOP - FUEL	30.86	TRANSPORTATION GASOLINE	
ROCSTOP CARDTROL	5,794.68	TRANSPORTATION DIESEL	
SAPP BROS.	204.00	TRANSPORTATION SUPPLIES	
SHENANDOAH ACTIVITY FUND	264.98	PERKINS-TRAVEL	
SHENANDOAH MEDICAL CENTER	95.00	BUS DRIVER PHYSICALS	
SHENANDOAH SANITATION	1,414.19	MAINTENANCE GARBAGE COLLECTION	
SHENANDOAH SCHOOL LUNCH	558.00	HS PRINCIPAL FUNDRAISER SUPPLIES	
SHOOK MUSIC STUDIO	125.00	HS VOCAL MUSIC EQUIPMENT REPAIR	
SIGNS & SHINES	394.00	MAINTENANCE BUILDING SUPPLIES	
STAPLES ADVANTAGE	125.40	DISTRICT WIDE SUPPLIES	

SWIFT SERVICES LLC		349.88	NETWORK SUPPORT INTERNET ACCESS
UPS		18.64	SHIPPING
US CELLULAR		478.39	NETWORK SUPPORT INTERNET ACCESS
VETTER EQUIPMENT CO		96.04	MAINTENANCE PARTS
WALLIN PLUMBING & HEATING		6.26	MAINTENANCE PARTS
WATERFALLS EVENT CENTER, THE		174.00	HS PRINCIPAL FUNDRAISER SUPPLIES
WESTSIDE COMMUNITY SCHOOLS		1,525.00	ELEM SPED LVL 3 TEACHER
WILLIAM BIRD		879.95	SPEAKER FEE
WILSON GROUP INC., THE		235,240.99	EL JK-8 WINDOWS PROJECT
Fund Number 10		<u>320,744.73</u>	
Checking Account ID 10	Fund Number 33		SAVE (SECURE AN ADVANCED VISION FOR ED.
CARL A. NELSON & CO		750.00	EL JK-8 WINDOWS CONSTRUCTION PROJECT
Fund Number 33		<u>750.00</u>	
Checking Account ID 10	Fund Number 36		PHYSICAL PLANT & EQUIPMENT
BLUPOINTE DRS		750.00	TECH RELATED SOFTWARE
CDW GOVERNMENT		3,592.00	DOCUMENT CAMERAS
FELD FIRE		297.00	OTHER PURCHASED PROPERTY SERVICES
MIDAMERICAN ENERGY		8.78	STUDENT HOUSING PROJECT
MILLER BUILDING		2,164.63	STUDENT HOUSING PROJECT
ROI ENERGY, LLC		36,479.00	GROUNDS IMPROVEMENTS INFRASTRUCTURE
SCHOOLPASS		4,480.00	TECH RELATED SOFTWARE
SUN TRENDS INC.		2,177.00	OTHER EQUIPMENT
WELLS FARGO FINANCIAL LEASING		2,181.88	COPIER LEASE
Fund Number 36		<u>52,130.29</u>	
Checking Account ID 10	Fund Number 61		SCHOOL NUTRITION FUND
DOVEL REFRIGERATION		378.50	REPAIRS & MAINTENANCE EQUIPMENT
FAREWAY STORES		324.68	FOOD/SUPPLIES
HY-VEE		512.96	FOOD/SUPPLIES
MARTIN BROS DIST		42,617.82	FOOD/SUPPLIES
Fund Number 61		<u>43,833.96</u>	
Checking Account ID 10		417,458.98	
Checking Account ID 40	Fund Number 21		ACTIVITY FUND
ALUMINUM ATHLETIC EQUIPMENT CO		135.70	SUPPLIES/GENERAL ATHLETICS
ATLANTIC GOLF		60.00	ENTRY FEE TO ANOTHER SCHOOL
ATLANTIC HIGH SCHOOL		175.00	ENTRY FEE TO ANOTHER SCHOOL
BEDFORD CSD		315.36	TRAVEL
BMO MASTERCARD		757.20	TRAVEL
BMO MASTERCARD		3,074.05	SUPPLIES/TRAVEL
BMO MASTERCARD		912.90	TRAVEL/FCCLA
BMO MASTERCARD		488.46	SUPPLIES/FFA
BMO MASTERCARD		243.57	HS DRAMA SUPPLIES
BMO MASTERCARD		1,722.34	SUPPLIES/TRAVEL
BMO MASTERCARD		637.03	SUPPLIES/GENERAL ATHLETICS
BMO MASTERCARD		1,512.12	MAY MENTORING ACTIVITY SUPPLIES
BMO MASTERCARD		249.60	SUPPLIES/MS STUDENT COUNCIL
BMO MASTERCARD		645.12	TRAVEL/SUPPLIES
BUSINESS PROFESSIONALS OF AMERICA -		928.00	CONFERENCE REGISTRATION/TRAVEL
CASEY PELZER		200.00	MS GENERAL ATHLETICS OFFICIAL
CHRIS GIRRES		500.00	SUPPLIES/GENERAL ATHLETICS
CINDY WILLIAMS		200.00	GENERAL ATHLETICS OFFICIAL
COUNTY LINE DESIGN		187.00	SHEN BOYS BOWLING SUPPLIES
DANIEL AUTRY		126.81	TRAVEL
DANNCO INC.		3,245.00	SUPPLIES/GENERAL ATHLETICS
DAVID HUFF		200.00	GENERAL ATHLETICS OFFICIAL
ELKS CLUB		570.00	SUPPLIES/GENERAL ATHLETICS
FAREWAY STORES		1,317.57	MUSTANG FIELD CONCESSION SUPPLIES
FLORIDA FRUIT ASSOCIATION		1,105.00	SUPPLIES/FCCLA
FREMONT MILLS CSD		200.00	MIDDLE SCHOOL ENTRY FEES GENERAL ATHLETI
GAME-ONE		1,217.47	SUPPLIES/GENERAL ATHLETICS
GLENWOOD HIGH SCHOOL		200.00	MIDDLE SCHOOL ENTRY FEES GENERAL ATHLETI
GRAPHIC EDGE		2,771.26	SUPPLIES/GENERAL ATHLETICS
GRISWOLD CSD		250.00	ENTRY FEE TO ANOTHER SCHOOL
HARLEY SCHIEFFER		500.00	SUPPLIES/GENERAL ATHLETICS
HEARTLAND SCENIC STUDIO		24,615.00	AUDITORIUM LIGHTS/CURTAIN PROJECT
HILTON ANAHEIM		934.35	LODGING
JOSTENS		1,075.43	SUPPLIES/MS ANNUAL
LENOX CSD		220.00	ENTRY FEE TO ANOTHER SCHOOL
LEWIS CENTRAL HIGH SCHOOL		100.00	ENTRY FEE TO ANOTHER SCHOOL
LISBON CSD		157.68	TRAVEL
OPTIMIST AFTER-PROM PARTY		500.00	GENERAL SUPPLIES/CLASS OF 2024
RED OAK HIGH SCHOOL		100.00	ENTRY FEE TO ANOTHER SCHOOL
RIEMAN MUSIC DES MOINES		215.00	SUPPLIES/MS MARCHING MUSTANGS
ROCSTOP - FOOD		506.00	MUSTANG FIELD CONCESSION SUPPLIES
SHARI FOOTE		88.00	GENERAL ATHLETIC WORKERS
SHENANDOAH CSD		879.95	CLINICIAN
SIDNEY COMMUNITY SCHOOL DISTRICT		90.00	ENTRY FEE TO ANOTHER SCHOOL

SOUTHWEST VALLEY SCHOOL
TONYA THOMPSON
TREERUSH ADVENTURES
Fund Number 21
Checking Account ID 40

220.00	ENTRY FEE TO ANOTHER SCHOOL
22.00	GENERAL ATHLETIC WORKERS
454.00	STUTRAVEL /MS STUDENT COUNCIL
<hr/>	
54,823.97	
<hr/>	
54,823.97	

First Name	Last Name	Organization	Start Date	End Date	Name of Fundraiser	What specific funds will be used for	Percentage of profit	Population
Ty	Ratliff	Football	4/6/2023	6/2/2023	Football Golf Tournament	Football apparel for all athletes and coaches. New equipment for the program.	75%	Staff or General Public
Amy	Nielsen	Football Cheerleading	June - we do not have a date (we will communicate with Elks)	7/1/2023	Car Wash	Iowa State NCA camp & State Competition	100	Staff or General Public

Date	Location	Grade Level/Class	Sponsor
5/12/2023	Henry Doorly Zoo	3rd grade	Amy Bopp
5/18/2023	Lauritzen Gardens, Omaha	2nd grade	2nd Grade Team
5/24/2023	Arbor Day Farms Tree Adventures	JK and Kindergarten	Jordan Newberg & Arryn Gillespie
5/16/2023	Omaha Children's Museum	First Grade	First Grade Teachers (Toni Comstock)
5/11/2023	Lewis & Clark Center Nebraska City, NE 68410	4th	4th Grade



Chris Warren
Radon Defense Midwest-Duct Defense Midwest-
Iowa Radon Defense
cwarren@radonmidwest.com

Prepared On: 03/09/2023

SUMMARY

Solutions

- Reduce Radon: Depressurization - Standard Fans

Investment Breakdown

Total Investment	\$6,440.00
Savings discount	\$0.00
Deposit amount (%)	\$1,288.00
Balance amount	\$5,152.00
Total Contract Investment	\$6,440.00

Customer Consent

Any alteration from the above specifications and corresponding price adjustment (if necessary) will be made only at the Customer's request or approval. Completing the work in this Proposal at the time scheduled is contingent upon accidents or delays beyond our control. This Proposal is based primarily on the Customer's description of the problem. This Proposal may be withdrawn if not accepted by the Customer within 120 days.

Authorized signature

Date 03/09/2023

Acceptance of Contract— I am/we are aware of and agree to the contents of this Proposal, the attached Job Detail sheet(s), and the attached Limited Warranty, (together, the "Contract"). You are authorized to do the work as specified in the Contract. I/we will make the payment set forth in this Contract at the time it is due. I/we will pay your service charge of 1-1/3% per month (16% per annum) if my/our account is 30 days or more past due, plus your attorney's fees and costs to collect and enforce this Contract.

Customer signature

Date 03/09/2023

Print Name

Date 03/09/2023

Initials



Project Details

Contractor Responsibilities

1. Radon Credentials

NE Business License #RCB-1101

Individually Licensed Specialists and Installers-Measurement and Mitigation in NE and IA

NRPP (National Radon Proficiency Program) Certified #105938-RMS

AARST American Association of Radon Scientists and Technologists Member

National Radon Defense University

Duct Cleaning Credentials

NADCA (National Air Duct Cleaners Association) Certified

Radon System Operating Costs (if applicable) Radon fans typically run between 42-85 watts. Operating costs can be calculated by multiplying the device's wattage by the hours used per day, dividing by 1000, and multiplying by the kWh (per kilowatt hour) rate on the electric bill.

If coring through foundation walls is required due to onsite design changes by the customer, or production crew, additional fees may be applied for the extra labor and tools. This can range from from \$100-\$300 per penetration.

Customer Responsibilities

1. Customer understands if job is downsized or cancelled within 10 days of the scheduled installation date, there may be a 25% restocking fee for the amount of the item(s) removed.
2. Noise: Customer understands that the mechanical radon fan will make noise as it spins to create suction. If customer is unhappy with noise, additional work may be done (depending on structure and design options) at additional cost to customer.
3. Standard installation materials (such as glue and caulking) may contain hazardous chemicals. Proper ventilation recommended during and after the use of such materials.
4. Move items at least 10 feet away from the work area.



Project Details (Continued)

Specifications

1) Company will collect and pay the State the Radon Program Permit Fee. . 2) Company will install an additional extraction point for Radon System. 3) Install fan housing cover over the [REDACTED]. 4) Company will install a second mitigation system in conjunction with other system (includes fan and one extraction point). 5) Company will install a radon mitigation system with a Premium Radon Fan. Company perform either Sub-Slab, Sump-Pit, or Sub-Membrane Depressurization with full Pressure Field Extension Testing, as needed. The actual radon mitigation system design will be done at the time of the install by a licensed installer. Company installation team leader/foreman will discuss system design options and make final decision with homeowner prior to system installation. Company will provide a 3rd Party Test kit for post testing. 6) .

Reduce Radon: Depressurization - Standard Fans	\$6,440.00	Qty
State Radon Fee - Iowa Each		2 Each
Additional Extraction Point Each		2 Each
Fan Housing Cover Each		2 Each
Additional Mitigation System Each		1 Each
Premium Radon Mitigation Depressurization System Each		1 Each
Labor QTY		1 QTY

EPLH 8

Warranty

This Limited Warranty ("Warranty") is made in lieu of and excludes all other warranties, express or implied, and all other obligations on the part of the contractor ("Contractor") to the customer ("Customer"). There are no other verbal or written warranties and no warranties that extend beyond the description on the face hereof, including NO WARRANTIES OF EXPRESS OR IMPLIED MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. For the applicable time periods indicated below, this Warranty is transferable at no charge to future owners of the structure on which the work specified in this Contract is completed. This Warranty is in effect if the job specified in this Contract is completed and paid in full and, alternatively, is null and void if full payment is not received. Contractor does not warrant products not mentioned below, but some of such products may be covered by a manufacturer's warranty. All material used is warranted to be as specified in this Contract. All work will be completed in a workmanlike manner according to the standard practices of the industry.

RADON MITIGATION SYSTEM WARRANTY

Unless otherwise noted in this Contract, the Radon Mitigation System (the "System") is warranted to be free of defects due to workmanship or materials for ten (10) years from the date of installation. Additionally, Contractor warrants that upon installation of the System, the radon levels in the livable areas of the structure in which the System is installed will measure below 4 pCi/L: 1) for ten (10) years from the date of installation for a System installed WITH fan moisture guard. Should a radon test measure levels at or above 4 pCi/L in that timeframe, Contractor will, at no further cost to Customer, take whatever actions it deems necessary to reduce the levels to below 4 pCi/L or, at Contractor's discretion, may refund to Customer the price that Customer paid to Contractor for the System. If noted on this Contract, the above warranty language is not applicable and Contractor does NOT warrant that after completion of the work that the radon levels in the livable areas of the structure in which the System is installed will measure below 4 pCi/L. Should a radon test measure levels at or above 4 pCi/L after the completion of the work, Contractor can, at Customer's request, attempt further



mitigation measures at an additional cost to Customer to reduce the levels to below 4 pCi/L although such reduction may not be possible. Warranty stays with the address the system is installed on and is transferrable if the property switches ownership.

No Recommendations For Your Project

OPTIMIZING AND PROTECTING THE VALUE OF YOUR INVESTMENT



GUARANTEES

Satisfaction Guarantee

We guarantee that we will perform all of our work to the standard stated on your proposal. If for any reason you are displeased with any of our services, I am just a phone call away.

Efficiency Guarantee

We know having work done on your home can be an inconvenience to you and your family. We are committed to returning that feeling of "home" to you as quickly as possible. We invest in continuous training and quality tools for our team members, which translates into a better experience for our customers. We do this to ensure we can complete your project as efficiently as possible, while maintaining our commitment to excellence. If there is a delay or change to your project we are committed to finding a resolution as quickly as possible.

Property Protection Guarantee

All property such as lawns, carpeting, floors, walls, furniture, and door frames are protected. In the rare occurrence where property is damaged, we will repair it. Floor covers will be used in all work and traffic areas. We do our best to clean up after ourselves. However, if you are not satisfied, we will provide you a \$100 gift card towards a professional cleaning.

Customer Respect Guarantee

Our technicians will not use tobacco products or profanity while on your property. They will courteously address any questions or concerns and treat you and your family with respect. All of our employees are upstanding citizens with the legal right to work in the United States (we participate in E-Verify).

Are We Perfect?

No. But, every day, every person at our company is striving to redefine the industry. We believe customer experiences can and should be remarkable. Our company cares deeply and builds long-term relationships with our customers, because we know YOU are the very reason we are in business.

Thank you for considering our company,

A handwritten signature in blue ink that reads 'Curt Drew'.

Curt Drew
President

OUR PURPOSE

To create unmatched customer experiences while providing a fulfilling work environment for our team.

Shenandoah Community School District
Information Technology Department

304 West Nishna Road
Shenandoah, IA 51601
712-542-1581

2023 Additional Chromebooks Proposal

5/4/2023

OVERVIEW

With the growth of Ignite students we are in need of additional devices for Ignite and spares for repaired devices.

Current Conditions

1. Growth of Ignite we are running low on devices for new students.
2. Shortage of spare devices while others are being repaired
3. We have had a small group of devices that were a total loss due to damage

GOALS

1. To purchase an additional 30 devices of the same model we purchased before to allow for additional growth in Ignite and the District as a whole.

Quote attached.



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

RICHARD MORGAN-FINE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NJMB500	5/2/2023	NJMB500	2422912	\$25,500.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Acer Chromebook Spin 714 CP714-1WN - 14" - Core i5 1235U - Evo - 16 GB RAM	30	7354714	\$850.00	\$25,500.00
Mfg. Part#: NX.K3VAA.003				
Contract: MARKET				

SUBTOTAL	\$25,500.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$25,500.00

PURCHASER BILLING INFO	DELIVER TO
Billing Address: SHENANDOAH COMMUNITY SCHOOL DISTR ACCTS PAYABLE 304 W NISHNA RD SHENANDOAH, IA 51601-2399 Phone: (712) 246-1581 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: SHENANDOAH COMMUNITY SCHOOL DISTR RICHARD MORGAN-FINE 304 W NISHNA RD SHENANDOAH, IA 51601-2399 Phone: (712) 246-1581 Shipping Method: UPS Ground (2- 3 Day)
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Max Jones | (866) 292-3793 | maxjone@cdwg.com

Need Help?

My Account	Support	Call 800.800.4239
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[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager

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Shenandoah Community School District
Information Technology Department

304 West Nishna Road
Shenandoah, IA 51601
712-542-1581

2023 Securly Classroom Proposal

5/4/2023

OVERVIEW

We are trying to assist teachers and students with classroom management and device use.

Current Conditions

1. Students are on non class related sites during class
2. Teachers move around the room to monitor and help students but students just jump back to those items not class related.
3. Also, sometimes when sharing additional resources students mistype the address or struggle to connect to the correct site.

GOALS

1. We have trialled this product 2 different times over the years and teachers during the trial loved the product as it helped students stay on task.
2. By installing this product, teachers have the ability to send material directly to the students' machines when sharing additional resources.
3. They will also be able to see screens of the students in the class during the period and close unneeded tabs
4. They would also have the ability to lock the tab so that is the only place they can go during that part of work time.
5. There is also the ability for the student to ask the question using the plug-in directly to the teacher if for some reason they are not comfortable asking the question out loud.
6. Along the same line, since the teacher can see the screen during class they are able to help the student and can see what the students are seeing.

Website - <https://www.securly.com/classroom/>

2 attached case studies

Quote attached.



How LADSE helped teachers defeat distractions with classroom management



Challenge: Distracted students, frustrated teachers

LaGrange Area Department of Special Education (LADSE) is a special education cooperative in Illinois made up of 15 districts. Serving almost 300 special needs students from kindergarten through 12th grade, LADSE provides highly specialized services.

But the cooperative must also navigate the same challenges all educators experience when it comes to keeping students engaged in an increasingly technology-first world. Like most K-12 students today, LADSE's students use devices in their classrooms. And even more so than most students, LADSE's students can struggle to maintain focus and stay productive when lured by technology's distractions.

When LADSE's teachers realized they needed help keeping their students engaged, they turned to Isaac Groenendyk, LADSE's Technology Coordinator. A one-man tech department, Isaac began the search for a solution to help his teachers defeat the distractions and regain their students' attention.

275

K-12 special needs students served

330

Teachers supported by classroom management

1

Happy technology coordinator

“

Securly Classroom is one of those products that I'll go out of my way to say positive things about because it really does make a huge difference for our teachers and our students.



Isaac Groenendyk, Technology Coordinator, LADSE



Solution: Classroom management that helps teachers help their students

Since LADSE serves special needs students, Isaac knows his teachers need the ability to tailor instruction and interventions to address each student's needs. Any tool they put in place must give teachers granular control of individual student devices. It also needs to be easy enough for teachers to use so they can quickly master the system and easily adapt it to their own and their students' needs.

Securly Classroom does all that LADSE's teachers need and more. With Classroom, they can see each student's screen, all from their own computer. Now that they're able to see what content and websites students are engaging with, they can redirect them back to school work when needed. Teachers can even block sites entirely or lock students' screens to direct their attention to the front of the room.

While Securly Classroom was the right choice for LADSE, Isaac did his due diligence and researched a few different options before making a final decision. He ultimately selected Securly Classroom for its ability to make his teachers' jobs easier. Since LADSE was already using Securly Filter for web filtering, his decision provided a bonus benefit by also streamlining technology management for him.



Outcomes: Engaged students, empowered teachers

Before Securly Classroom, LADSE's teachers were fighting an uphill battle against distractions. They needed to know what students were doing on their devices so they could regain control of students' focus and attention. They found what they needed in Securly Classroom.

Shortly after Securly Classroom was deployed, Isaac noticed that his teachers seemed quieter than usual — maybe too quiet. But, as the saying goes, no news is good news. It turns out that Securly's knowledge base articles and YouTube videos had given teachers most of what they needed to get comfortable using the tool and troubleshoot any issues themselves.

Students, however, are ultimately the ones benefiting the most. With their teachers' increased ability to support their needs and minimize technology distractions, they're able to better maintain focus and be more productive and engaged in their work. Isaac explains, "Each classroom's and student's needs are so specific and different. Having the ability to put more control into the teachers' hands is a huge deal."

With Securly Classroom, LADSE is now able to:

- Give teachers the visibility to see and monitor each student's online activities
- Give teachers the control to block sites and lock students' screens as needed
- Keep nearly 300 students focused and engaged in their school work
- Streamline technology management and support



Experience for yourself the power of classroom management

To keep students productive and engaged in a technology-first world, teachers need simple and powerful classroom management tools that give them their power back. They can't combat what they can't see. Give them the visibility and control they need with Securly Classroom.

See for yourself how Securly Classroom helps teachers improve student engagement.

[Read the product brief](#)



✉ sales@securly.com

☎ 1-855-SECURLY

🌐 www.securly.com

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always connected.
always protected.



How Derry CSD deployed their 1:1 program and mastered classroom management

3,200

Elementary and middle students on-task during class

300

Teachers defeating digital distractions

1:1

Devices being used to their best advantage



Challenge: From zero to 1-to-1 in seconds

Derry Cooperative School District is nestled in the New Hampshire forests—the same woods memorialized in the poetry of Robert Frost. Its seven schools (five elementary and two middle) serve more than 3,200 students from PreK through 8th grade.

Prior to the COVID-19 pandemic, Derry CSD's technology usage was minimal. Computers were relegated to onsite labs, and a 1-to-1 Chromebook program wasn't even on the roadmap. That all changed when the pandemic hit and forced the district to radically rethink how it could use technology. Chromebooks were quickly ordered, and the district deployed hundreds of devices to students while those were on their way. From decommissioned teacher laptops to computer lab desktops, any devices that could be spared were given out to facilitate remote learning.

As district administrators scrambled to get devices into remote students' hands, they quickly realized that teachers needed more control to ensure the devices were being used

effectively. Even after face-to-face instruction resumed, distracted students, wasted instructional time, and lost productivity ran rampant. Teachers tried walking around the room to make sure students were on task, but it wasn't terribly effective. Some teachers even moved their desks to the back of the classroom in an attempt to see what students were actually doing on their devices, but nothing seemed to be truly working.

Many teachers at Derry CSD were frustrated and wanted to give up on tech entirely. But Diane Pius, a Spanish teacher at Gilbert H. Hood Middle School, knew there had to be a better way.

“

I'd personally been looking for something like this for about 15 years. Being able to individually message an off-task student and get them focused on the lesson without disrupting the rest of the class is one of my favorite features. The return on investment has been amazing!”

Dave Levesque, Middle School Computer Teacher
Derry CSD



Solution: Defeating distractions with easy-to-use classroom management

As a teacher for more than 20 years, Diane likes to stay on top of new classroom technology. However, prior to 2020 at Derry, most teachers were still using old overhead projectors and grease pencils for instruction, and playing video lessons on VCRs and CRT televisions. When in-person classes resumed post-Covid, Diane didn't want to go back to handing out assignments on paper. So when the district rolled out Securly Classroom, she was among the first to give it a try.

Diane immediately saw the benefits. With Securly Classroom, all of her students' screens were visible on her own computer in an easy-to-use interface, so she could keep an eye on everyone at once. Even if a student started wandering the web, she could easily close tabs and block distracting sites with a click to get the student on task again.

She also regained valuable time at the start of class. With Securly Classroom, Diane is able to send out all the resources for each day's lesson in seconds, so all her students are where they need to be and ready to get started. Students can even chat directly with Diane online to ask their questions instead of having to ask them in front of the entire class.



Outcomes: Tech that works for teachers and students

As more teachers began using Securly Classroom, they found setup to be a breeze. Their classes were automatically populated from Google Classroom and ready to start. Plus, with class scheduling, they could remove distractions automatically when their class started. With Securly Classroom's easy-to-use interface, even the most tech-averse teachers were able to make student devices a benefit instead of a distraction.

When students' focus is maintained, something incredible happens: they do their work. Diane explains, "The students are actually doing their work! That's the bottom line. They're doing their work, as opposed to messing around playing games or looking at YouTube."

For Derry CSD, the benefits of classroom management with Securly Classroom are clear. They've helped their teachers move into the 21st century, and their students are learning valuable computer skills while staying on-task in class. Teachers like Diane and Dave Levesque, a computer teacher, spend far less time helping students navigate to the correct resources and way more time teaching.

With Securly Classroom, Derry CSD is now:

- Empowering teachers with visibility into their students' online activities during class
- Giving teachers the ability to lock students' screens, close tabs, and block sites as needed
- Ensuring students are using school-issued devices in productive ways
- Increasing student engagement, maximizing teacher instructional time, and seeing an improvement in grades



Experience for yourself the power of classroom management

To keep students productive and engaged in a technology-first world, teachers need simple and powerful classroom management tools that give them their power back. They can't combat what they can't see. Give them the visibility and control they need with Securly Classroom.

See for yourself how Securly Classroom helps teachers improve student engagement.

[Read the product brief](#)



✉ sales@securly.com

☎ 1-855-SECURLY

🌐 www.securely.com

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Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

RICHARD MORGAN-FINE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NJLT033	5/1/2023	NJLT033	2422912	\$5,665.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
SECURLY CLASSROOM PREM 1Y Mfg. Part#: CHTPREM-1K-2499-1Y-U Electronic distribution - NO MEDIA Contract: MARKET	1100	6896331	\$5.15	\$5,665.00
SECURLY CLASSRM IMPL SELF SERVE SVC Mfg. Part#: IMPL.CR.SS Electronic distribution - NO MEDIA Contract: MARKET	1	7364746	\$0.00	\$0.00

These services are considered Third Party Services, and this purchase is subject to CDW's [Third Party Cloud Services Terms and Conditions](#), unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

SUBTOTAL	\$5,665.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$5,665.00

PURCHASER BILLING INFO	DELIVER TO
Billing Address: SHENANDOAH COMMUNITY SCHOOL DISTR ACCTS PAYABLE 304 W NISHNA RD SHENANDOAH, IA 51601-2399 Phone: (712) 246-1581 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: SHENANDOAH COMMUNITY SCHOOL DISTR RICHARD MORGAN-FINE 304 W NISHNA RD SHENANDOAH, IA 51601-2399 Phone: (712) 246-1581 Shipping Method: ELECTRONIC DISTRIBUTION

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

Max Jones | (866) 292-3793 | maxjone@cdwg.com

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For more information, contact a CDW account manager

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Shenandoah Community School District
Information Technology Department

304 West Nishna Road
Shenandoah, IA 51601
712-542-1581

2023 Chromebooks Carts Proposal

5/4/2023

OVERVIEW

We are trying to make it easier for our students and teachers to store device in grades kdg and 1st grade

Current Conditions

1. The carts they current have tried to use the last few years are old Ipad carts we already owned
2. Those carts are not really built for storing chromebooks and chargers

GOALS

1. To purchase an additional 8 chromebook specific carts to replace the old and non functional carts

Quote attached.



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

RICHARD MORGAN-FINE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

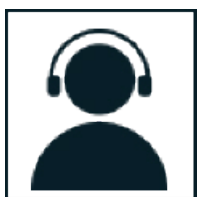
Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NJHL595	4/26/2023	NJHL595	2422912	\$6,997.20

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Tripp Lite AC Charging Cart Storage Station 27Port Chromebook Laptop Tablet	8	5448940	\$874.65	\$6,997.20
Mfg. Part#: CSC27AC UNSPSC: 56101535 Contract: MARKET				

	SUBTOTAL	\$6,997.20
	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$6,997.20

PURCHASER BILLING INFO	DELIVER TO
Billing Address: SHENANDOAH COMMUNITY SCHOOL DISTR ACCTS PAYABLE 304 W NISHNA RD SHENANDOAH, IA 51601-2399 Phone: (712) 246-1581 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: SHENANDOAH COMMUNITY SCHOOL DISTR RICHARD MORGAN-FINE 304 W NISHNA RD SHENANDOAH, IA 51601-2399 Phone: (712) 246-1581 Shipping Method: DROP SHIP-COMMON CARRIER
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Max Jones | (866) 292-3793 | maxjone@cdwg.com

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CONTRACT AGREEMENT
Shenandoah Community School District and Sidney Community School District
Shared Automotive Teaching Position

This contract is entered into between the Board of Education of Shenandoah Community School District, State of Iowa and the Board of Education of the Sidney Community School District, State of Iowa.

Travel costs and any other costs related to performance of duties related to the shared agreement will be shared on a 50%-50% basis.

The Sidney Community School District will provide the following services to the Shenandoah Community School District:

Automotive Teaching Position: 50%-50% Basis

The Sidney Community School District will administer the employment contract in accordance with the current agreement with the Sidney Education Association and Sidney School Board Policies.

The Sidney Community School District will bill the Shenandoah Community School District after the completion of the first and second semesters for the Automotive Teaching Position costs during the 2023-2024 school year.

President or Designee
Shenandoah Community School District _____

Date _____

President or Designee
Sidney Community School District Renee McJohnson

Date 9/17/2023

2023-2024 28E SHARING CONTRACT- ELL TEACHER

(Shenandoah and Clarinda Community School Districts)

Pursuant to the provisions of Chapter 28E and Section 280.15 of the Code of Iowa, this agreement is entered into between Shenandoah Community School District and Clarinda Community School District.

In consideration of the mutual obligation expressed below, the parties agree as follows:

1. Shenandoah shall hold the explicit contract with the ELL teacher.
2. Shenandoah shall be the governing agent of the ELL teacher.
3. The ELL Teacher shall be guided by the Shenandoah Master Agreement for purposes of this agreement.
4. The ELL Teacher will devote .625 FTE to Shenandoah Community School District and .375 FTE to Clarinda Community School District. Transportation will be reflected in a separate estimated amount.
5. Time away from the school districts include professional development, sick leave, and personal leave, etc. will be allocated in the same manner as the percentages above.
6. Shenandoah Community School District will bill Clarinda Community School District at the end of the first and the end of second semesters.
7. This contract shall automatically terminate on June 30, 2024, or upon mutual agreement by both parties. Each party shall notify the other of its intent to continue this Agreement by March 31, 2024, and if the parties mutually agree to continue this Agreement for another school year, a new agreement will be developed for the 2024-2025 school year consistent with the intent and agreement of the parties.

Salary (189 days)			\$70,533.00
Social Security/Medicare (FICA)			\$5,395.77
IPERs			\$6,658.32
<i>Estimated Insurance Benefits</i>			\$9,078.84
		Total:	\$91,665.93
<i>Estimated Transportation (Shenandoah/Clarinda - Shared) (18 miles one way @ federal rate)</i>		\$4,000.00	\$2,000.00
		Shenandoah Total:	\$58,541.21
		Clarinda Total:	\$35,124.72
		Total Est. Expense:	\$93,665.93

The terms of this contract are for one hundred eighty-nine (189) teacher contracted days, commencing on July 1, 2023 and terminating June 30, 2024.

_____ Date _____

Jean Fichter, Board of Directors President
Shenandoah Community School District

_____ Date _____

Darin Sunderman, Board of Directors President
Clarinda Community School District

AGREEMENT PURSUANT TO IOWA CODE CHAPTER 28E BETWEEN THE CITY OF SHENANDOAH, IOWA, AND THE SHENANDOAH COMMUNITY SCHOOL DISTRICT REGARDING THE SCHOOL RESOURCE OFFICER PROGRAM

This Agreement pursuant to Iowa Code Chapter 28E Regarding the School Resource Officer Program (“Agreement”) is entered into this ____ day of _____, 2023, by and between the City of Shenandoah, Iowa, an Iowa municipal corporation organized and existing under the provisions of Iowa Code Chapter 364 (hereinafter referred to as the “City”), and the Shenandoah Community School District, an Iowa school corporation organized and existing under the provisions of Iowa Code Chapter 274 (hereinafter referred to as the “School District”).

WHEREAS: The City and the School District, share a mutual desire to provide law enforcement and related services at the School District’s public schools located within Shenandoah to help maintain a healthy and safe school environment which will promote public health, safety, and welfare; and

WHEREAS: The City and the School District recognize the potential benefits of the School Resource Officer (hereinafter referred to as the “SRO”) Program (hereinafter referred to as the “SRO Program”) to the citizens of Shenandoah, Iowa and particularly to the students and staff of the public schools within Shenandoah, Iowa.

NOW, THEREFORE, the City and the School District agree to the following terms and conditions:

Article I: Purpose and Scope of Agreement.

The purpose of this agreement is to establish an SRO Program between the City and the School District.

The objectives of the SRO Program include promotion of safe schools; promotion of a positive relationship among the City’s Police Department, the school district and its staff, the youth of the community and their families; and provision of educational support.

The City (Chief of Police) shall recruit, hire, train, assign, and supervise the SRO. The SRO shall not be deemed an employee of the School District while performing services pursuant to the Agreement, and shall not be entitled to any salaries, wages, or benefits from the School District. The School District will be given an opportunity to participate in interviews with finalists for the SRO position, but the City (Chief of Police) shall have the right and authority to make the final determination of who to hire for the position.

The SRO shall comply with all applicable federal, state, and local laws and regulations. The SRO shall be subject to School District policies, rules, and regulations, as appropriate, while providing services under this Agreement, including specifically but without limitation, policies, rules, and regulations governing the confidentiality of student and staff records and the use of School District facilities and equipment, provided, however, that the City’s Police Department

policies shall supersede School District policies, rules, and regulations when the SRO is conducting police activities.

Article II: Duties and Responsibilities of School Resource Officer

1. The SRO shall develop friendly contact between the Police Department and the City's youth.
2. The SRO shall enforce state laws and local ordinances and coordinate directly with the school Superintendent or designee to provide security during school hours.
3. The SRO should be familiar with all law enforcement case information pertaining to schools, students and the neighborhood surrounding the schools.
4. The SRO should facilitate and assist with law enforcement investigations involving victims, witnesses and suspects associated with the schools.
5. The SRO is a Police Officer, but will assist teachers with classroom presentations on relevant topics when requested and able. The SRO will also work with families, individual students, and other school staff members with counseling and guidance efforts when requested and appropriate. The SRO shall further provide students with information regarding the roles of laws, courts, and police in society. Teamwork, partnerships, cooperation, and coordination between the SRO, their supervisor, school administration and staff are encouraged.
6. The SRO will adhere to the School Board policy to the extent that it does not conflict with state or federal law or the Shenandoah Police Department rules and regulations.
7. The SRO is a Police Officer assigned as uniform patrol officer of the Shenandoah Police Department. As such, their primary responsibilities are to engage in relationship building and problem solving in the school environment. This may include investigating criminal cases involving students and maintaining order through the enforcement of local, state and federal laws for the purpose of maintaining a safe and effective learning environment in schools. As soon as practicable, the SRO shall make the Superintendent or designee(s) of the school aware of such action.
8. In situations where an SRO becomes aware of a traumatic event (family member arrested, search warrant, domestic disturbance, etc.) that a student may have witnessed, the SRO shall notify the school principal of the event. The intent is to alert school officials that the student's participation in school, school testing, or other activities may be affected by this experience. This "Handle with Care" notification will not typically include the details of the event.
9. The SRO shall not act as a school disciplinarian and shall not take administrative action or levy sanctions on behalf of any School District employee. However, if the Superintendent or designee believes an incident is a violation of the law, the Superintendent or designee may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate. The SRO may be assigned to locations with large student gatherings such as the lunchroom, hallways, bus locations, school sponsored events, or other monitoring stations.
10. The SRO shall notify the SRO supervisor (Chief of Police) and Superintendent if they are sick or absent from the school building for one day or more.

11. The SRO shall perform other duties as mutually agreed upon by the Chief of Police and the school Superintendent so long as the performance of such duties is reasonably related to the SRO Program and consistent with the Police Department rules and regulations.

Article III: Rights and Duties of the District

The School District shall provide the SRO the following materials and facilities which are deemed necessary to the performance of the SRO's duties:

1. A lighted private office equipped with a telephone to be used for general business purposes;
2. A desk with drawers, a chair, worktable, filing cabinet for files and records which can be properly locked and secured and office supplies;
3. A computer with email and internet access and device to access student management systems for the purposes of parent or guardian contact information. Any other access will be on a case by case basis.
4. Granting access to any and all school facilities and locations, to include keys and passes.

Article IV: Supervisory Responsibilities.

The District Superintendent, building principal, and/or designee will be responsible for the daily directives of the SRO assigned to the School District. The Chief of Police shall have the overall responsibility for supervision and evaluation of the SRO. The District Superintendent will have a right to provide input to the Chief of Police regarding the supervision and evaluation of the SRO. The parties hereto understand and acknowledge that the SRO shall perform the services hereunder at District locations directed by the School District; however, nothing herein shall allow School District employer control or supervision of the SRO or otherwise diminish, relieve, or in any fashion supersede the authority, control, and supervisory duties of the City over the SRO. Nor shall anything herein limit the SRO from performing his or her duties independently and in accord with all applicable rules and regulations relating to an Iowa Certified Police Officer.

If a conflict arises between the School District staff or administration and the SRO, each party will notify their appropriate supervisor for resolution. In the case of the School District, the Superintendent, or designee, will be the point of contact. In the case of the SRO, the Chief of Police will be the point of contact. The Superintendent and Chief of Police will meet to resolve the matter, bring in relevant parties to mediate, or make adjustments as they can agree upon. In relation to conflict resolution, neither party's point of contact will address the other party's employee(s) directly without consent of the other party's point of contact.

Article V: Flexibility

The parties understand and acknowledge that there may be times and instances in which the designated SRO will be either unavailable for services provided or will be removed on a temporary basis and at the sole discretion of the Shenandoah Police Department to attend necessary City matters, training, or other emergencies. For any such time the designated SRO

Officer is performing activities solely on behalf of the City and not on behalf of the School District, no compensation shall be remitted for that time by the District to the City.

In such cases, the Chief of Police, or designee, will notify the Superintendent, or designee, of the unavailability and an estimate of duration, if available. If the school has a critical need of Police Department presence at that time, the Chief and Superintendent can discuss the situation at that time.

Article VI: Schedule

The SRO shall be assigned to the School District's building(s) on a full-time basis of eight (8) hours when the School District is in regular session. The Superintendent, or designee, shall provide the SRO and Chief of Police with a monthly schedule of locations and times requested for SRO presence. The SRO will have discretion to adjust daily starting and ending times to maintain a 40-hour workweek, unless overtime has been authorized.

The SRO may be temporarily re-assigned by the Chief of Police during such school holidays, vacations, training activities, and periods described in Article V – Flexibility.

Regular working hours may be adjusted on a situational basis upon request of the Superintendent, or designee, to the Chief of Police. These adjustments may be to attend School-related events requiring the presence of a law enforcement officer. Such adjustments may be subject to overtime rules.

The parties in this agreement understand and acknowledge the maximum daily hours worked will be no more than 12 hours, including any overtime.

The parties in this agreement further understand and acknowledge that the minimum rest period between assigned shifts is 8 hours.

Any School-related or extracurricular activities, events, or presentations that would incur overtime for the SRO must be requested by the Superintendent, or designee, and approved by the Chief of Police. Further, any overtime cannot violate the maximum daily hours or minimum rest periods.

Article VII: Compensation and Costs.

The cost of training, equipping, and employing the SRO for Fiscal Year 2024 is estimated to be \$111,859.15. The School District shall be responsible for and shall reimburse the City seventy-five percent (75%) of the total cost for the SRO, excluding any overtime costs. The School District responsibility for FY 2024 calculates to \$83,894.37, excluding overtime costs.

The school will pay the City the one quarter of the full responsibility on a quarterly basis. The quarterly payments shall be due on August 1st, November 1st, February 1st, and May 1st for each year the agreement is in place. The City will provide an invoice after each standard quarter.

The cost estimate for FY 2025 is \$67,394.37, excluding overtime costs.

The cost estimate for FY 2026 is \$70,764.09, excluding overtime costs.

Any approved overtime will be one hundred percent (100%) reimbursed to the city at a FY 2024 rate of \$45.00 per hour. The City will submit overtime invoices to the School District on a quarterly basis. Invoices will be included with normal quarterly invoices when possible. The school shall remit payment within thirty (30) days of receipt of any such invoice.

The overtime rate for FY 2025 will be \$47.25 per hour.

The overtime rate for FY 2026 will be \$49.61 per hour.

In the event that the City is unable to perform according to the agreement over an extended time period, the City shall refund the School District payment made for the period of non-performance in proportion to the agreement cost.

In the event that there is a vacancy in the SRO position and any new hire would require training for Iowa State Police Certification and/or School Resource Officer Certification, the School District will compensate the City seventy-five percent (75%) of actual costs of training towards certification. The City will submit invoice(s) to the School District on a quarterly basis, with normal quarterly invoices when possible. The school shall remit payment within thirty (30) days of receipt of any such invoice.

The School District and the City shall each maintain, within their own budgets, the appropriate allocation(s) for their respective obligations under this agreement. Each party shall allow access to all records, documents, and papers necessary for the financial auditing of the parties' transactions. Appropriate records shall be kept in accordance with State Law.

Article VIII: Term of Agreement

This Agreement shall take effect on July 1st, 2023 and continue for a period of three (3) years.

Thereafter, this Agreement shall automatically renew for a period of three (3) years until otherwise amended or terminated by the Parties as provided below. Costs for the term of any renewal will need to be agreed upon in writing between the School District and the City no later than January 1st of the year the existing term would expire. For example, the new costs would need to be agreed to by January 1st, 2025 for the agreement ending June 30th, 2025.

Article IX: Amendment

This Agreement may be amended at any time by agreement of the Parties. All amendments shall be in writing, subject to School Board and City Council votes, and signed by all of the Parties.

Article X: Termination

Either party may terminate this Agreement upon written notice to the other party. In the event of termination, notice must be provided by January 1st of the prior year to the start of the academic year in which termination may occur. For example, if notice is given on January 1st, 2024, the SRO Program will be discontinued for the 2024/2025 school year starting in August of 2024. Upon termination of this Agreement, the School District will retain all desks, chairs, tables, filing cabinets, provided technologies, access cards, building keys, and other School District property; the City will retain any and all City property.

Article XI: Each Party Responsible for Their Own Acts

Each party shall be responsible and liable for the consequences of any act or failure to act on the part of itself and its employees. Each party shall be responsible for its own negligence and that of its officers and employees. Neither party shall indemnify nor hold the other party harmless. Neither party will insure the actions of the other.

Article XII: Good Faith

The School District, the City, their agents, and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the School District and the City, or their designees.

Article XIII: Notices

Any written notices in this Agreement shall be sent to the addresses of the respective parties as set out in this Agreement.

If intended for School District, notices shall be delivered to:

Shenandoah Community School District
Superintendent
304 W. Nishna Road
Shenandoah, IA 51601

If intended for the City, notices shall be delivered to:

Police Chief
City of Shenandoah
500 W. Clarinda Avenue
PO Box 338
Shenandoah, IA 51601

Article XIV: Agreement Constitutes Full Understanding and Final Written Expression

This Agreement constitutes the full understanding of the parties, and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this Agreement shall be binding unless hereafter made in writing and signed by both parties.

Further, this Agreement constitutes a final written expression of all of these terms of this Agreement and is a complete and exclusive statement of those terms.

Article XV: Additional Provisions (Iowa Code §28E.6)

In accordance with Iowa Code Chapter 28E, the School District and the City further state:

1. There shall be no separate legal entity to conduct the joint or cooperative undertaking contemplated by this Agreement. The City, acting through the Police Department, shall act as administrator for purposes of Iowa Code Chapter 28E.
2. No real or personal property shall be acquired or held jointly in the execution of this Agreement or the conduct of the SRO Program contemplated hereby. Rather, the School District and the City shall each acquire, hold, and dispose of all real and personal property as elsewhere provided in this Agreement.
3. Pursuant to Iowa Code Section 28E.8, the City shall file this Agreement with the Iowa Secretary of State, in an electronic format and in a manner specified by the secretary of state.

Article XVI: No Third-party Beneficiaries

This Agreement is by and between the parties only. There are no third-party beneficiaries to this Agreement.

IN WITNESS THEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

**THE SCHOOL BOARD OF
SHENANDOAH COMMUNITY SCHOOL DISTRICT**

By: _____
President
School Board
Shenandoah Community School
District

Date: _____

By: _____
Superintendent
Shenandoah Community School
District

Date: _____

CITY OF SHENANDOAH

By: _____
Mayor
City of Shenandoah

Date: _____

By: _____
Chief of Police
City of Shenandoah

Date: _____

Attest: _____
City Clerk
City of Shenandoah

Date: _____



Service Agreement for School-Based Medicaid Billing

This Service Agreement is made by and between RELAYHUB, LLC. (“Relay”), a Delaware corporation with a Corporate Office address of 400 Metacom Avenue Suite 507, Bristol RI 02809 and Shenandoah Community School District (“District”), with an address of 304 West Nishna Road, Shenandoah, IA 51601

WHEREAS, the District provides medically necessary health care services to Medicaid-eligible students;

WHEREAS, the District is desirous of maximizing its potential to receive Medicaid reimbursements to which it may be entitled for providing said health care services;

WHEREAS, Relay possesses the expertise and resources to appropriately prepare the claims necessary for Medicaid reimbursement;

NOW, THEREFORE, for good and valuable consideration, the receipt and receipt of which is hereby acknowledged, the parties hereto do mutually agree as follows.

1. DIRECT CLAIMING SERVICES

Relay will provide Direct Claiming Services as described on Schedule A (hereinafter “DCS”) in order to process the Districts’ claims for Medicaid reimbursement for direct medical services provided to Medicaid-eligible students, based upon data provided to Relay by the District.

2. COMPENSATION

- a. The District agrees to pay RELAYHUB, LLC. for the DCS at the rate set forth in Schedule C attached hereto.
- b. Relay will invoice the Licensee once a month upon receipt of notification of payment from the state Medicaid agency. Payment shall be due 30 days from the date of the invoice. Late payments shall be subject to a late charge for every calendar month or fraction thereof equal to the lesser of (i) a 1.5 percent or (ii) the highest rate allowed by state law. In addition, the District shall be liable for any legal fees or other costs of collection. To enable electronic billing, District should complete Schedule E attached hereto.

3. Responsibility for Disallowances

- a. District shall defend and indemnify Relay from and against any fines or penalties imposed upon Relay as a result of an award of damages and costs against Relay due to a suit or claim by the Centers for Medicare & Medicaid Services (“CMS”), the state Medicaid agency, the US Department of Health and Human Services, a final court judgment, or a settlement of any of the foregoing based on a disallowance of claims filed by Relay on District’s behalf (a “Claim”) if Relay: (a) notifies District in writing of a Claim within ten (10) days after Relay receives notice; (b) gives District sole



authority to defend or settle the Claim; (c) gives District all information in Relay's control concerning the Claim; and (d) reasonably cooperates and assists District with defense of the Claim. Relay may participate in the defense of a Claim at its own expense. District shall not settle any Claim in a manner that imputes wrongdoing to or incurs liability for Relay.

- b. If District is required to return funds to CMS or the state Medicaid agency due to inaccurate information provided by the District to Relay, any portion of those amounts that were paid to Relay as compensation pursuant to Section 2(a) above will be non-refundable.
- c. If the District is required to return funds to CMS and/or the state Medicaid agency due to an error directly attributable to Relay, District's sole remedy shall be limited to a return of fees paid to Relay for the claim that contained such error. During the course of this contract, Relay will maintain an active Errors and Omissions Insurance Policy.

4. Privacy Requirements and Confidentiality.

- a. The Parties acknowledge and agree that the Board is engaging Relay to provide DCS, which constitute an electronic covered transaction as defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and each party shall act in strict compliance with HIPAA as applicable to it, including, without limitation, HIPAA's Transactions and Code Sets and Identifier Rules, and all implementing guidance and regulation, each as amended from time to time.
- b. Each Party agrees that with respect to any Confidential Information (as defined below) that is disclosed by one Party (the "Disclosing Party") to the other Party (the "Receiving Party") in connection with this Agreement, the Receiving Party shall not disclose such Confidential Information to any third party, or use it for any purpose, except to perform its obligations or enforce its rights hereunder. The Receiving Party shall take all such actions as are reasonably necessary and appropriate to preserve and protect the Disclosing Party's Confidential Information by exercising the same level of care, but no less than a reasonable degree of care that a Party uses to protect its own Confidential Information of a like nature. Each Party shall only permit access to Confidential Information of the other Party to those of its employees or authorized representatives having a need to know and who have signed confidentiality agreements or are otherwise bound by confidentiality obligations at least as restrictive as those contained herein. Each Receiving Party shall be responsible for the compliance of its employees, agents and third-party service providers with the confidentiality obligations set forth herein, and shall be liable for any breach thereof.
- c. "Confidential Information" means all information concerning a Party or any of its subsidiaries or affiliates that is not generally known to the public, which information is marked confidential or proprietary, or which under the circumstances ought reasonably to be treated as confidential or proprietary. Confidential Information shall include, but not be limited to, the terms of this Agreement (but not the fact of the Agreement's



existence), technology, business plans, techniques, methodologies, pricing, marketing and sales strategies, client information, and other non-public materials and information regarding the other Party's business operations and the technology and know-how related to the Service. Notwithstanding the foregoing, Confidential Information does not include information that: (i) is, as of the time of disclosure by a Party, or thereafter becomes, part of the public domain through a source other than the Receiving Party receiving such information; (ii) was lawfully in the possession of the Receiving Party as of the time of disclosure, as evidenced by its written records; (iii) is independently developed by the Receiving Party without reference to the Confidential Information, as evidenced by its written records; or (iv) is subsequently obtained from a third party not subject to an obligation of confidentiality with respect to the information disclosed. In the event the Receiving Party is required by law or legal process to disclose any Confidential Information, the Receiving Party shall, to the extent permitted by law, provide prompt notice of such to the Disclosing Party so that legal protection for the Confidential Information may be sought. In the event that a protective order or other remedy is not obtained, each party will furnish only that portion of the Confidential Information that is legally required. Upon termination of this Agreement, each Party will promptly either return or destroy all tangible Confidential Information as requested by the other Party, retaining only such information as is necessary for recordkeeping in the ordinary course of business.

5. INTELLECTUAL PROPERTY INDEMNITY

- a. Relay shall, at its expense, defend any suit or claim brought against District and shall indemnify District against an award of damages and costs against District by a final court judgment or in settlement of such suit or claim based on (i) non-compliance with any applicable law or regulation by Relay, its employees, officers, agents or representatives, or (ii) the allegation that District's use of DCS infringes a US patent or copyright (a "District Claim"), if District: (a) notifies Relay in writing of the District Claim within ten (10) days after District receives notice; (b) gives Relay sole authority to defend or settle the Claim; (c) gives Relay all information in District's control concerning the District Claim; and (d) reasonably cooperates and assists Relay with defense of the District Claim. District may participate in the defense of a District Claim at its own expense. Relay shall not settle any Claim in a manner that imputes wrongdoing to or incurs liability for District.
- b. If DCS becomes or in Relay's opinion is likely to become the subject of a suit or claim of infringement of a Patent or Copyright, Relay shall at its option and expense (a) obtain the right for District to use the Service; (b) replace or modify DCS so that it becomes non-infringing; or (c) terminate the License for the Service. If Relay terminates the License for the under this Section 5(b), (i) District shall cease to use the Service; and (ii) as District's sole and exclusive remedy against Relay (other than the indemnification by Relay under Section 5(a) Relay shall refund any prepaid fees paid for the infringing DCS.
- c. SECTION 5 STATES RELAY'S ENTIRE LIABILITY AND DISTRICT'S SOLE REMEDY REGARDING INTELLECTUAL PROPERTY INFRINGEMENT.



6. Term and Termination.

- a. The term of this Agreement shall begin upon the Effective Date, July 1, 2023, shall continue in effect until the third anniversary hereof (the “Initial Term”). The Initial Term shall be automatically renewed for successive 12 (twelve) month periods (each, a “Renewal Term”) unless one party gives the other written notice of its intention not to renew no less than 30 (thirty) days prior to the end of the Initial or any Renewal Term.
- b. Relay may terminate this Agreement if Relay is in compliance with this Agreement and either (a) District fails to pay Relay any amounts when due or, (b) District is in material default of any other provision of this Agreement and such default has not been cured within thirty (30) days after Relay gives District written notice describing the default. Upon termination in accordance with this Section 6, Relay may:
 - i. declare all amounts owed to Relay by District for the entire then-current term to be immediately due and payable;
 - ii. terminate access to DCS; and
 - iii. cease performance of all of Relay’ obligations under this Agreement without liability to District.
- c. District may terminate this Agreement if District is in compliance with this Agreement and Relay is in material default of any provision of this Agreement and such default has not been cured within thirty (30) days after District gives Relay written notice describing the default. Upon such termination:
 - i. District shall pay Relay’ outstanding invoices that do not pertain to Relay’s default, but District shall have no further payment obligations to Relay under this Agreement; and
 - ii. Relay shall return all data or other property given by District to Relay for it to perform DCS.
- d. Either party may terminate this Agreement by written notice if the other party becomes insolvent or makes an assignment for the benefit of creditors or files a petition in bankruptcy or if a receiver or similar officer is appointed to take charge of all or a material part of such other party’s assets.
- e. Upon termination of this Agreement by Relay or District, Sections 2, 3, 4, 5, 6, 7, 11, and 15 of this Agreement shall survive.

7. Limitations of Liability.

- a. Relay shall not be liable for any expense or damage arising out of any erasure, damage or destruction of files, data or programs. District shall be responsible for making backup copies of data.



- b. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR SPECIAL, INDIRECT, THIRD PARTY, OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS. NEITHER PARTY SHALL SEEK, OR OTHERWISE APPLY FOR, ANY PUNITIVE OR EXEMPLARY DAMAGES.
- c. Except only for (a) Relay's indemnification obligations hereunder or (b) bodily injury or damage to tangible property (not data), Relay's maximum aggregate liability for damages to District or those claiming through District shall be limited to actual direct damages in an amount not to exceed the fees paid by District to Relay over the 12 (twelve) months prior to the incident causes such damages.
- d. DISTRICT ACKNOWLEDGES THAT THE LIMITATIONS ON LIABILITY IN THIS SECTION 7 ARE REASONABLE. THE REMEDIES PROVIDED IN THIS AGREEMENT ARE EXCLUSIVE. EXCEPT ONLY FOR ACTIONS BY RELAY TO PROTECT INTELLECTUAL PROPERTY RIGHTS, NEITHER PARTY SHALL SEEK, OR OTHERWISE APPLY FOR, ANY EQUITABLE REMEDIES.

8. Assignment.

District may not assign this Agreement or any of its respective rights or obligations under this Agreement unless approved by Relay, in writing, prior to such assignment, such approval to not be unreasonably withheld.

9. Waiver.

No term or provision of this Agreement shall be deemed waived and no breach shall be deemed excused, unless such waiver is in writing and signed by the Party claimed to have waived.

10. Excusable Delay.

Neither Relay nor District shall be deemed to be in default of any provision of this Agreement or for any failure in performance, resulting from acts or events beyond the reasonable control of Relay or District, as the case may be. For purposes of this Agreement, such acts shall include, but not be limited to, acts of God, civil or military authority, civil disturbance, war, strikes, fires, other catastrophes, or other such major events beyond Relay' or District's reasonable control. This Section 10 shall not delay or excuse District's payment obligations.

11. Governing Law and Jurisdiction.

This Agreement is governed by and construed in all respects in accordance with the laws of the State of Iowa (without regard to conflicts of laws principles). Except only for disputes for which injunctive relief is sought to prevent the unauthorized use or disclosure of DCS, any disputes between District and Relay (which are not otherwise resolved by the parties) shall be



instituted only in a federal or state courts serving Iowa and the parties shall submit to personal jurisdiction of these courts in any such legal action. Relay and District each waive their right to a trial by jury for any disputes between the parties.

12. Independent Contractor.

Relay is an independent contractor, and its personnel shall not be considered employees or agents of District.

13. Severance and Interpretation.

If any provision of this Agreement is found to be unenforceable, such provision shall be deemed to be deleted or narrowly construed to such extent as is necessary to make it enforceable and this Agreement shall otherwise remain in full force and effect. If an ambiguity or question of intent arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring either Party by virtue of authorship of any of the provisions of this Agreement.

14. Time Limitation.

Except for actions for non-payment or for breach of Relay' or its third parties' intellectual property rights, no action arising out of or relating to this Agreement may be brought later than one (1) year after the cause of action became known to the injured party.

15. Notices.

All notices given by either party to the other party under this Agreement shall be in writing and personally delivered or sent by guaranteed overnight courier or certified mail, return receipt requested, to the other party's President at its address set forth above or such other person or address as a party may indicate in writing from time to time.

16. Entire Agreement.

This Agreement, including all Schedules attached hereto, constitute the entire agreement between Relay and District with respect to DCS and other subject matter of this Agreement, and may only be modified by a written amendment or addendum signed by both Relay and District. No employee, agent, or other representative of either Relay or District has authority to bind the other with regard to any statement, representation, warranty, or other expression unless it is specifically included within the express terms of this Agreement or a written addendum signed by both Relay and District. All future purchase orders, prior agreements, representations, statements, proposals, negotiations, understandings, and undertakings with respect to the subject matter of this Agreement are superseded by this Agreement.

17. Duration.



This Agreement is in effect July 1, 2023 to June 30th, 2026. Thereafter, unless either party provides written notice of its intention not to renew no less than 30 (thirty) days prior to the end of the Initial or any Renewal Term, The Initial Term shall be automatically renewed for successive 12 (twelve) month periods (each, a “Renewal Term”) unless one party gives the other written notice of its intention not to renew no less than 30 (thirty) days prior to the end of the Initial or any Renewal Term.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their signatures below.

RELAYHUB, LLC.

Shenandoah Community School District

By: _____
(Signature)

By: _____
(Signature)

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



SCHEDULE A

Description of Iowa Medicaid Assistance Program

These are the processing steps Relay will perform for the DCS package:

- a. DCS.1 Relay will provide the District with a state specific claims information management system for the use of the District in providing data necessary for Relay to formulate the District's claims.
- b. DCS.2 Relay will return to the District any and all logs and/or claims that it deems have insufficient information to formulate a claim and/or are otherwise noncompliant with applicable law regarding appropriate Medicaid billing. Relay will provide the District with direction on how to bring such logs and/or claims into compliance.
- c. DCS.3 Relay will provide timely electronic claims processing for the District's claims.
- d. DCS.4 Relay will provide quarterly Management Reports to the District.
- e. DCS.5 Relay will provide training for all District- employed providers of Medicaid-eligible services at the time of onboarding and as needed during the contract term regarding federal and state law pertaining to appropriate Medicaid billing.
- f. DCS.6 Relay will provide Administrative training at the time of initial contract with the district.
- g. DCS.7 Relay will work with the District to gather the financial data necessary for program oversight.
- h. DCS.8 Relay will work with the District to provide education and general assistance in the processes associated with the Iowa Medicaid Assistance Program.



SCHEDULE B

Description of Shenandoah Community School District DCS Services

These are the processing steps the district will perform for the DCS package:

- a. DCS.10 District will maintain current provider enrollment with the Department of Social Services;
- b. DCS.11 District will ensure the NPI (National Provider Identification Number) is updated to reflect current managing partner information for the district;
- c. DCS.12 District will ensure they are using licensed providers as required under the program and that information pertaining to licensure is available when necessary;
- d. DCS.13 District will have a minimum of 1 person designated as the Medicaid Coordinator for the district, and they will follow Relay administrative guidelines;
- e. DCS.14 District will identify a primary Medicaid contact for Relay for high level communication;
- f. DCS.15 District will communicate changes in district Administration to Relay in a timely manner;
- g. DCS.16 District will ensure they are complying with all areas of participation in the Iowa Medicaid Assistance Program including active participation in:
 1. Collection of outstanding Parental Consent;
 2. Compliance with State and Federal Regulations, statutes, and documentation retention requirements applicable to the Iowa Medicaid Assistance Program;
 3. Timely submission of Medicaid claim information (both electronic and paper) within 30 days from date of service provision;
 4. Maintain HIPAA compliance when communicating with Relay staff (email, Basecamp, etc.);
 5. Complete required program reporting in a timely manner by the schedules/deadlines provided by Relay.



SCHEDULE C

The District agrees to pay RELAYHUB, LLC. for the DCS at an annual rate of 6%

Relay Pricing	Year 1- Year 3
Installation Inclusive of set up, data integration, trainings, and testing to Iowa Department of Human Services	\$0
Subscription Fee Medicaid documentation and billing solution including, reporting and Flex Premium Analytic Dashboard	Licensee shall pay Relay a percentage-based fee of 6% of the net Medicaid receivables paid to the district. This will not include any Medicaid funds that are paid to the Iowa Department of Human Services. This fee will be calculated based on paid claims for the preceding month. Licensee shall make payment to Relay within thirty days (30) from the date of the invoice.
Web based administrative and provider training	\$0.00
Web-based training sessions Video training sessions	\$0.00
Customization not included in contract proposal. All additional customization requests are done thru a change request order based on a need's assessment. All customization requests will be reviewed with our developers and additional pricing may apply @ \$185 per hour.	TBD
Total Cost	6% of the net Medicaid receivables Annually

All state mandated changes are configured at no charge to Shenandoah Community School District throughout the contract agreement

*The Subscription Fee will be invoiced monthly. The fee will be calculated monthly based on paid claims for the preceding month.

*Any additional functionality not outlined in current proposal would require a needs assessment and change request as agreed by both the Licensee and Relay. ***All state mandated changes are configured at no charge to Licensee throughout the contract agreement.*** The pricing above is agreed to and accepted.



SCHEDULE D

BUSINESS ASSOCIATE AGREEMENT

RELAYHUB, LLC. (Hereinafter referred to as “Relay”)
400 Metacom Avenue
Suite 507, Bristol, RI 02809

Shenandoah Community School District (Hereinafter referred to as “District”)
304 West Nishna Road,
Shenandoah, IA 51601

This Business Associate Agreement is hereby entered into by and between Relay and Customer, as of the date executed by Customer and recorded on the signature page below (“Effective Date”).

This Business Associate Agreement (“BAA”) supplements and amends the Service Agreement for School-Based Medicaid Billing, entered into by and between Relay and Customer, dated July 1, 2023, (hereinafter “Services Agreement”) under which Relay is providing certain Medicaid billing services (“Services”) for Customer. This BAA shall be incorporated into the Services Agreement, as if it set forth in its entirety therein, and except to the extent modified in this BAA, all terms and conditions set forth in the Services Agreement shall remain in full force and effect and govern the Services provided by Relay to Customer. Notwithstanding the foregoing, in the event of a conflict between the terms of this BAA and the Services Agreement, solely as it relates to the parties’ obligations hereunder, the terms and conditions of this BAA shall prevail.

Relay and Customer are entering into this BAA in order for both parties to meet their respective obligations as they become effective and binding upon the parties under the HIPAA Privacy, Security, and Breach Notification Rules along with any implementing regulations including those implemented as part of the Omnibus Rule (collectively referred to as the “HIPAA Rules”), under which Customer is a “Covered Entity” or “Business Associate” and Relay is a “Business Associate” of Customer. For purposes of this Agreement, any references, hereinafter, to Business Associate shall be deemed references to Relay.

Definitions:

Capitalized terms used but not otherwise defined in this BAA shall have the same meaning as ascribed to those terms in HIPAA Rules.

- a. “Breach” shall have the same meaning as set forth in 45 CFR §164.402.
- b. “Business Associate” shall mean the Business Associate entity identified above to the extent it receives, maintains, or transmits Protected Health Information in delivering Services to Customer.
- c. “HIPAA” shall mean the Health Insurance Portability and Accountability Act of 1996.



- d. “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR §160 and §164, Subparts A and E.
- e. “Protected Health Information” or “PHI” shall have the same meaning as the term ‘protected health information’ in 45 CFR §160.103 and shall be limited to the PHI created by Business Associate on behalf of Customer or received from or on behalf of Customer pursuant to the Services Agreement.
- f. “Security Incident” shall have the same meaning as set forth in 45 CFR §164.304.
- g. “Security Rule” shall mean the Standards for Security of Individually Identifiable Health Information at 45 CFR § 164, Subparts A and C.
- h. “HITECH Act” shall mean the applicable provisions of the Health Information Technology for Economic and Clinical Health Act, as incorporated in the American Recovery and Reinvestment Act of 2009, and including any implementing regulations.

2. Obligations and Activities of Business Associate.

- a. Business Associate agrees to not Use or further Disclose PHI other than as permitted or required by this BAA or as required by law.
- b. Business Associate agrees to use appropriate safeguards designed to prevent Uses or Disclosures of the PHI other than as provided for by this BAA or the Services Agreement.
- c. Business Associate agrees to implement and maintain procedures that reasonably and appropriately protect the confidentiality, integrity, and availability of electronic PHI, and consistent with and as required of business associates by the HIPAA Rules. However, it shall be the responsibility of Customer and not Business Associate to comply with requirements under 45 CFR §164.312 to implement encryption or decryption mechanisms for electronic PHI maintained on physical media (e.g. tapes) stored by Business Associate.
- d. Business Associate agrees to promptly report to Customer any Security Incident, Breach, or other Use or Disclosure of PHI of which it becomes aware that is not permitted or required by this BAA or the Services Agreement. In the event of a Breach, such notification shall be made in accordance with and as required of a business associate by the HIPAA Rules, including without limitation pursuant to 45 CFR 164.410. Business Associate will provide reasonable assistance and cooperation in the investigation of any such Breach and shall document the specific PHI which have been compromised, the identity of any unauthorized third party who may have accessed or received the PHI, if known, and any actions that have been taken by Business Associate to mitigate the effects of such Breach.
- e. Business Associate agrees to require any agent or subcontractor, to whom it delivers PHI for the purposes of assisting in providing services pursuant to the Services Agreement, to enter into a written agreement requiring such agent or subcontractor to provide privacy and security protections to such PHI at least as stringent as those required of Business Associate through this BAA.
- f. If Business Associate has custody of PHI in a Designated Record Set with respect to Individuals, and if Customer so requests, Business Associate agrees to provide access to such PHI to Customer by retrieving such PHI in accordance with the terms and conditions



of the Services Agreement, so the Customer may respond to an Individual in order to meet the requirements of 45 CFR §164.524.

- g. Business Associate agrees that if an amendment to PHI in a Designated Record Set is required, if Business Associate has custody of PHI in a Designated Record Set with respect to Individuals, and if Customer instructs Business Associate to retrieve such PHI in accordance with the Services Agreement, Business Associate shall perform such service so that Customer may make any amendment to such PHI as may be required by either Customer or an Individual pursuant to 45 CFR §164.526.
- h. Business Associate agrees to document and make available to Customer the information required to provide an accounting of Disclosures of PHI, provided that Customer has provided Business Associate with information sufficient to enable Business Associate to know which records or data received from or on behalf of Customer by Business Associate contain PHI. The documentation of Disclosures shall contain such information as would be required for Customer to respond to a request by an Individual for an accounting of Disclosures of PHI in accordance with 45 CFR §164.528 or other provisions of the HIPAA Rules.
- i. Unless otherwise expressly agreed in the Services Agreement, Business Associate shall promptly notify Customer of any requests by Individuals for access to or knowledge or correction of PHI, without responding to such requests, and Customer shall be responsible for receiving and responding to any such Individual requests.
- j. To the extent the Business Associate is to carry out one or more of Customer's obligation(s) under Subpart E of 45 CFR §164, Business Associate shall comply with the requirements of Subpart E that apply to Customer in the performance of such obligation(s).
- k. Business Associate agrees to make its internal practices, books, and records available to the Secretary of Health and Human Services ("Secretary") for purposes of determining compliance with the HIPAA Rules.

3. Permitted Uses and Disclosures by Business Associate.

- a. Business Associate may only Use or Disclose PHI as necessary to perform Services for, or on behalf of Customer pursuant to the Services Agreement.
- b. Business Associate may Use or Disclose PHI as required by law.
- c. Business Associate agrees to make reasonable efforts to limit PHI to the minimum necessary to accomplish the intended purpose of the Use, Disclosure, or request.
- d. Business Associate may not Use or Disclose PHI in a manner that would violate Subpart E of 45 CFR §164 if done by Customer.
- e. Business Associate may Disclose PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of the Business Associate, provided the Disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

4. Obligations of Customer.



- a. Customer shall not request Business Associate to Use or Disclose PHI in any manner that would not be permissible under the HIPAA Rules if done by Customer or Business Associate. Customer shall not direct Business Associate to act in a manner that would not be compliant with the HIPAA Rules.
- b. Customer shall notify Business Associate of any limitation(s) in its notice of privacy practices of Customer in accordance with 45 CFR §164.520, to the extent that such limitation may affect Business Associate's Use or Disclosure of PHI.
- c. Customer shall notify Business Associate of any changes in, or revocation of, permission by Individual to Use or Disclose PHI, to the extent that such changes may affect Business Associate's Use or Disclosure of PHI.
- d. Customer shall notify Business Associate in writing of any restriction to the Use or Disclosure of PHI that Customer has agreed to in accordance with 45 CFR §164.522, to the extent that such restriction may affect Business Associate's Use or Disclosure of PHI.
- e. Customer agrees that it will respond to a Covered Entity's or Individual's request for an accounting of disclosures of electronic health records under 45 CFR §164.528 in accordance with Section 13405(c)(3)(A) of the HITECH Act.

5. Term and Termination.

- a. Term. The term of this BAA shall commence as of the Effective Date and shall terminate automatically upon the later to occur of (i) the expiration of the Service Agreement, or (ii) when all PHI provided by Customer to Business Associate is destroyed or returned to Customer.
- b. Termination for Cause. Upon a party's knowledge of a material breach of the BAA by the other party, the non-breaching party shall provide an opportunity for the breaching party to cure the breach. If the breaching party does not cure the breach within thirty (30) days, following the breaching party's receipt of a written notice from the non-breaching party setting forth the details of such material breach, then the non-breaching party shall have the right to terminate this BAA and the Services Agreement according to the terms of the Services Agreement, or, if termination is not feasible, shall report the problem to the Secretary or any other competent authority.
- c. Effect of Termination.
 - i. Except as provided in Section 5.c.ii. below, upon termination of this BAA for any reason, Business Associate shall, if feasible, return or destroy all PHI received from Customer in accordance with the Services Agreement. This provision shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.
 - ii. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Customer notification of the conditions that make return or destruction infeasible. Upon notice to Customer, Business Associate shall extend the protections of this BAA to such PHI and limit further Uses and Disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI pursuant to the terms of the Services Agreement.

6. Miscellaneous.



- a. Indemnification. Business Associate agrees to indemnify Customer from and against any fines or penalties imposed upon Customer as a result of any enforcement proceeding commenced by the Secretary or any civil action brought by a state Attorney General against Customer, which proceeding or action results directly and solely from any act or omission by Business Associate which is both a violation of the HIPAA Rules and a material breach of this BAA (“Claim”). Business Associate shall not be obligated to indemnify Customer for any portion of such fines or penalties resulting from (i) Customer’s violation of the HIPAA Rules or this BAA, (ii) the negligent or intentional acts or omissions of Customer, or (iii) Claims which otherwise could have been avoided or mitigated through the commercially reasonable efforts of the Customer. The foregoing indemnity obligation is expressly conditional on Customer granting Business Associate the right at Business Associate’s option and expense, and with counsel of its own selection, to control or participate in the defense of any such Claim, provided however, that to the extent any such Claim is part of a larger proceeding or action, Business Associate’s right to control or participate shall be limited to the Claim, and not to the larger proceeding or action. In the event that Business Associate exercises its option to control the defense, then (i) Business Associate shall not settle any claim requiring any admission of fault on the part of the Customer without its prior written consent, (ii) the Customer shall have the right to participate, at its own expense, in the claim or suit and (iii) the Customer shall cooperate with the Indemnifying Party as may be reasonably requested. The foregoing states Customer’s sole and exclusive remedy and Relay’s sole liability for any loss, damage, expense or liability of Customer for any Claims in connection with this BAA.
- b. Injunctive Relief. Business Associate acknowledges that any unauthorized Use or Disclosure of PHI by Business Associate may cause irreparable harm to Customer for which Customer shall be entitled, if it so elects, to seek injunctive or other equitable relief.
- c. Regulatory References. A reference in this BAA to a section of the HIPAA Rules shall mean that section of HIPAA, the Privacy Rule, the Security Rule, the HITECH ACT, or the final Omnibus Rules as amended and in effect, and for which compliance is required.
- d. Amendment. The parties agree to negotiate in good faith any amendment to this BAA that may be required from time to time as is necessary for the Customer or Business Associate to comply with the requirements of the HIPAA Rules. If the parties cannot reach mutual agreement on the terms of any such amendment within sixty (60) days following the date of receipt of any such written request made by Customer to Business Associate, then either party shall have the right to terminate this BAA and the Services Agreement upon providing not less than thirty (30) days’ written notice to the other party.
- e. Survival. The respective rights and obligations of Business Associate under Section 5(c) above shall survive the termination of this BAA.
- f. No Third Party Beneficiaries. Nothing express or implied in this BAA is intended to confer, nor shall anything herein confer, upon any person other than Customer, Business Associate and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.
- g. Independent Contractor. Business Associate, including its directors, officers, employees and agents, is an independent contractor and not an agent (as defined under Federal common law of agency) of Customer or a member of its workforce. Without limiting the generality of the foregoing, Customer shall have no right to control, direct, or otherwise influence Business Associate’s conduct in the course of performing the Services, other than



through the enforcement of this BAA or the Services Agreement, or the mutual amendment of same.

- h. Counterparts and Electronic Signatures. This BAA may be executed in counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Signatures may be made and delivered electronically and shall have the same force and effect as original signatures.
- i. Precedence; Entire Agreement. Any ambiguity in this BAA shall be resolved to permit the parties to comply with the HIPAA Rules. This BAA constitutes the entire agreement between the parties with respect to the subject matter hereof, and shall supersede all previous communications, representations, agreements and understandings relating to the HIPAA Rules, including any and all prior business associate agreements between the parties.

RELAYHUB, LLC.

Shenandoah Community School District

By: _____
(Signature)

By: _____
(Signature)

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



SCHEDULE E

Please complete contact information for submission of invoices

Electronic Invoicing Information Sheet		
FOR ELECTRONIC INVOICING		
Name:		
School District: Shenandoah Community School District		
Phone:		
Email:		
Address:		
City:	State:	Zip Code:
Special Instructions/PO#		

Shenandoah CSD + Relay

Conversation Summary, Findings and Services Proposal

Summary:

Shenandoah CSD has currently been utilizing a Medicaid biller for documentation and processing of claims for a number of years. While the service has been adequate over the years, district staff feel there is room to enhance Medicaid revenue, stop revenue loss and reduce the administrative burden put on the team, with a switch in vendor. As an alternative option, Relay provides a web-based, user-friendly platform that offers solutions for the obstacles that Shenandoah is facing when trying to run a compliant and successful Medicaid program. Below, please find a summary of information that we have gathered from our meetings together and market research.

Key Findings: Discovery Meeting with Shenandoah CSD

Shenandoah's Areas of Focus	Relay's Solution
<p><u>Manual data entry:</u></p> <p>District is currently manually transferring student data into its Medicaid system once the student is identified with a reimbursable service and the student has parental consent on file + a Dx. This process is likely causing Shenandoah to miss out on reimbursement for services being provided as it limits the staffs ability to easily identify eligible students that need consent/Dx on file</p>	<p><u>Data syncing with district systems:</u></p> <p>Relay can typically access student data from your IEP/SIS systems resulting in a streamlined process that eliminates hand entering and results in accurate and current student data. For instance, Relay works with PowerSchool SIS regularly to automate the transfer of student data into its system for easier documentation and billing. When all students with an IEP are synced, eligibility can be pulled and students without consent/Dx on file can be more easily identified so those can be added and billing can take place</p>
<p><u>Manually identifying Medicaid Eligible Students:</u></p> <p>District currently manually identifying Medicaid eligible students to document on either through reaching out to their AEA or looking up state reports. This can lead to missed billing opportunities and waste valuable staff time by documenting on students who aren't Medicaid eligible</p>	<p><u>Automate and Sort reports by Eligibility status:</u></p> <p>Relay conducts regular automated (monthly) Medicaid Eligibility checks and display differentiated text on providers' caseloads to indicate eligibility status. This streamlined approach enables districts to selectively log services for Medicaid-eligible students, saving valuable time for providers. This also allows you to sort reports by eligibility and note which students need required documents like parental consent or a Dx to bill.</p>
<p><u>Lacking visibility:</u></p> <p>District has a lack of visibility into key aspects of their program. What services are being held and</p>	<p><u>Simplified useful reporting:</u></p> <p>Relay offers cutting-edge reporting functionality and intuitive dashboards that can provide district</p>




<p>why? Which providers are not logging in frequently enough to log effectively? Why are claims being denied and can they be fixed?</p>	<p>staff with real-time access to critical information. Your team can easily review and manage Medicaid claims to ensure all services are accurately documented and reimbursed. The system also allows you to build accountability into</p>
<p><u>Time Consuming Template management:</u></p> <p>Template management in the current system is time intensive and often requires constant changes throughout the year</p>	<p><u>Simple documentation experience:</u></p> <p>Relay's system does not require templates but instead makes the logging process simple and effective to save staff time</p>
<p><u>Data Security:</u></p> <p>Security (District will need to confirm security in current system)</p>	<p><u>Data Security:</u></p> <p>Relay has a best in class security posture with HIPAA, FERPA and SOC2 compliant system and a NIST certified security specialist on staff</p>

Relay service offerings for Shenandoah CSD

<p>Managed Billing Software Subscription</p>
<p>Services include:</p> <ul style="list-style-type: none"> • Assigned Account Manager • System setup and implementation • Direct access to the system for district providers and district staff • Annual provider and admin training • Web trainings on demand at no additional charge • Direct access to program analytics and reporting • Bi-annual program assessments • Web-based provider documentation platform • Q&A technical support • State Medicaid liaison • HIPAA, FERPA and SOC2 compliant system • Claims Management • Program progress monitoring • Held Services management • Program Analytics
<p>Price: 6%</p>

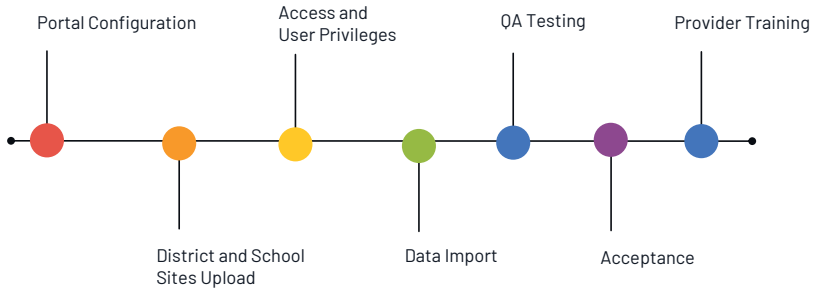
Helpful visuals and information:



Standard Implementation

**Implementation Overview:
Key Timeline Drivers**

- District Team Availability
- District Data Readiness
- Goals and Objectives
- New State Setup
- Number of Data Imports (SIS, IEP, State Eligibility, etc.)
- Third Party Prerequisites
- State Vendor Transition



Estimated Timeline 10-14 weeks on average



Relay Security Highlights

- HIPAA, FERPA Compliant
- SOC 2 Certified Hosting Environment
- Qualys Webserver Grade A Test Results
- Dedicated Cyber Security Resource with NIST NCSP Certifications that Leads Company Security Process and Training Plans
- Strong Password Policies and Automated Timeouts
- Data encryption in transit & at rest
- Third Party Penetration Testing and continuous remediation process for issue resolution
- Regular backups and disaster recovery plan



Opening Page

Total Claim Amount Paid
\$15,496.50

Total Student Count
70

District Name

Callistoga JU

JPA School District

Napa COE SELPA

Service Dates_ School Year

22/23

21/22

20/21

Service Dates_ Quarter

Q1

Q2

Q3

Service Date_Month

Jan

Feb

Mar

School Year	Total Claim Paid Amt.
2019 - 2020	3.32k
2020 - 2021	4.04k
2021 - 2022	5.7k

Service Category	Percentage
Social Work Services	19.0%
Specialized Transportation	18.8%
Specialized Mileage	15.7%
Licensed Speech Language Pathologist	13.1%
Registered Nurse	10.0%
Trained Health Care Aide	8.0%
Targeted Case Management	5.0%
Licensed Vocational Nurse	3.0%
Speech Language Pathologist	2.0%

Payment by Provider

User Name (Last, First)	SY_Service Logs Entered	User Active	Paid	User Service Description
Totals	1595	0 Yes	\$15,496.50	

Consent and Supervision

Missing Supervision						
School Year	Provider	District Name	Eligible Amount (min. amt.)	Ineligible Amount	Count of Held Services	
Totals			\$7,319.78	\$28,704.00	7411	
2022 - 2023	Speech1, Speech1	JPA School District	\$3,806.40	\$0.00	244	
2021 - 2022	Speech1, Speech1	JPA School District	\$2,371.20	\$0.00	152	
2021 - 2022	LVN, Linda	JPA School District	\$1,142.18	\$0.00	230	
2021 - 2022	Assistant, Physical Therapy	JPA School District	\$0.00	\$0.00	1840	
2021 - 2022	Prynne, Hester	Callistoga JU	\$0.00	\$0.00	230	
2021 - 2022	Prynne, Hester	JPA School District	\$0.00	\$0.00	575	
2021 - 2022	Prynne, Hester	Napa COE SELPA	\$0.00	\$0.00	460	
2021 - 2022	Speech1, Speech1	Napa COE SELPA	\$0.00	\$10,764.00	690	
2021 - 2022	Tayer, Brooke	Callistoga JU	\$0.00	\$3,588.00	230	

Missing Consent							
School Year	District Name	Student	Student UIC	Parent Consent Status	Eligible Amount (min. amt.)	Ineligible Amount	
Totals					\$16,146.00	\$55,059.06	
2021 - 2022	JPA School District	BEATTIE-MABION, BROOKLYN	5206105941	Yes	\$8,970.00	\$0.00	
2021 - 2022	Napa COE SELPA	Test, Alpha	1032456987	No	\$7,176.00	\$0.00	
2021 - 2022	JPA School District	BUNTING, CARSON	5206105944	Yes	\$0.00	\$0.00	
2021 - 2022	JPA School District	BUTTERFIELD, EVAN	5206105945	Yes	\$0.00	\$0.00	
2021 - 2022	Napa COE SELPA	Caleb, Caleb	10280864117	Yes	\$0.00	\$5,382.00	

User Login Activity (2)

Logins for past two weeks

User Name	Login count	User Service Description
Totals	0	
Demo, Health Aide	0	Trained Health Care Aide
LVN, Linda	0	Licensed Vocational Nurse
Miller, Louise	0	Social Work Services
Nurse, Supervisor	0	Registered Nurse
Psych1, Norma	0	Psychological Services
Psych2, Fred	0	Psychological Services

User Name	Student Full Name (Last, First)	Service Date	Service Type
Speech1, Speech1	anderson, cameron	2/2/2021	(IEP) Speech Group (92508 TM GN)
Speech1, Speech1	anderson, cameron	2/8/2021	(IEP) Speech Group (92508 TM GN)
Speech1, Speech1	anderson, cameron	2/8/2021	(IEP) Speech Group (92508 TM GN)
Speech1, Speech1	ARCHER, CAYDEN	4/6/2021	(IEP) Speech Therapy Ind. (92507 TM C
Speech1, Speech1	ARCHER, CAYDEN	9/1/2021	(IEP) Speech Therapy Ind. (92507 TM C
Speech1, Speech1	ARCHER, CAYDEN	9/1/2021	(IEP) Speech Therapy Ind. (92507 TM C
Speech1, Speech1	ARCHER, CAYDEN	9/2/2021	(IEP) Speech Therapy Ind. (92507 TM C
Speech1, Speech1	ARCHER, CAYDEN	9/2/2021	(IEP) Speech Therapy Ind. (92507 TM C

Calendar Year: 2022 (Jan W02) | 2021 (Feb W03)

Month: Jan | Week Number: W02

Workload

Filters: User, User Service Des..., Service Type, Student Full Na..., User Active

User Caseload

User District: JPA School District, Napa COE SELPA

Service Category: Certified Occupational Therapy Assistant, Licensed Speech Language Pathologist, Licensed Vocational Nurse, Psychological Services

User Data

User Name (Last, First)	User Login Name	Active Y/N
Aton, Transport	Transport	No
Demo, Health Aide	demo@aide.com	Yes
LVN, Linda	lindaln	Yes
Miller, Louise	LMiller4	Yes
Nurse, Supervisor	Supervisor	Yes
Psych1, Norma	npsych1	Yes
Psych2, Fred	fpsych2	Yes
Registered Nurse, TASB	RN@tasb.org	Yes
Speech1, Speech1	Speech1	Yes

Students on Caseload

Caseload Student Name (Last, First)	Caseload date of Birth	Caseload UIC	Caseload Medicaid Eligible
anderson, cameron	2000-07-06	1341123	Yes
ARCHER, CAYDEN	2004-11-11	1206105938	Yes
Archer, Cayden	2003-12-01	3790934	No
Archer, Cayden	2004-11-11	1206105938	Yes
Arvin, Arvin	2009-03-08	4444444444	No
BARRON, CHRISTOPHER	1998-06-29	5206105939	Yes
BAUMAN, MELODY	1992-01-31	5206105940	Yes
BEATTIE-MABION, BROOKLYN	2004-09-25	5206105941	Yes

Number of Users with Student on their caseload

Caseload Student Name	User Count
BRATCHER, Jim	1
BRATCHER, BRAYDEN	4
BRATCHER, QUENTIN	3
COBURN, TRENTON	4
COLES, JYSUAN	2
COLHOUR, CORNELIUS	2
ARCHER, CAYDEN	10

Held Services

Start Date: August 03, 2021

End Date: September 12, 2022

District Name: Callistoga JU, JPA School District, Napa COE SELPA


Total Service Count by Held Group

	Yes	No
Totals	\$263,354.38	\$105,494.38
Consent	\$16,146.00	\$55,059.06
Prescription	\$239,888.60	\$21,731.32
Supervision	\$7,319.78	\$28,704.00

Claim Count - Provider (top 5)

Claim Count - Service (top 5)

Claim Count - Service Type (top 5)


RELAY  Iowa ServicePortal Home Reports Student Search Help Administration Flex Analytics My Account | Logout

Finance (Gross) DRAFT

IEPLe...	Service Type	Proce... Code (Service)	Log Status	St
0-Iowa	Behavior - Group (96164)	96164	Exported	Bl
0-Iowa	Behavior - Group (96164)	96164	Exported	Bl
0-Iowa	Behavior - Group (96164)	96164	Exported	Di
0-Iowa	Behavior - Group (96164)	96164	Exported	Pa
0-Iowa	Behavior - Group (96164)	-	Administrative Hold	-

F1	Total Federal Share
CY23 Q1 (SFY23 Q3; FFY23 Q2)	69.33%
CY23 Q2 (SFY23 Q4; FFY23 Q3)	68.13%
CY23 Q3 (SFY24 Q1; FFY23 Q4)	65.63%
CY23 Q4 (SFY24 Q2; FFY23 Q1)	64.63%

[Student Name (Last, First) - (Service File Active)]	[Student (UIC) - (Service File Active)]	District	Attendant services	Behavior Services	Health Services	Nursing	Transportation Services
Totals			\$10,448.79	32,364.00	\$117,644.28	\$136.02	\$21,182.47
			\$195.30	136.40	\$2,511.00	\$0.00	\$198.44
			\$138.60	37.20	\$0.00	\$0.00	\$79.50
			\$0.00	0.00	\$303.80	\$0.00	\$0.00
			\$0.00	0.00	\$334.80	\$0.00	\$0.00
			\$0.00	0.00	\$172.86	\$0.00	\$0.00
			\$31.50	0.00	\$0.00	\$0.00	\$109.20
			\$0.00	74.40	\$0.00	\$0.00	\$0.00

RELAY  Iowa ServicePortal Home Reports Student Search Help Administration Flex Analytics My Account | Logout

Service Breakdown (DRAFT)

Service Date (Service File Act...)	Check Date (Service File Acti...)	IEP Level Name
21/22		Level 1
22/23		Level 2
		Level 3

F1	Total Federal Share
CY23 Q1 (SFY23 Q3; FFY23 Q2)	69.33%
CY23 Q2 (SFY23 Q4; FFY23 Q3)	68.13%
CY23 Q3 (SFY24 Q1; FFY23 Q4)	65.63%

IEP Level Name	Check Date (Service File Active)	Student Name (Last, First) - (Service File Active)	Student ID (UIC) - (Service)	Medicaid ID (Service File Active)	Procedure	Service Date (Service)	Gross Amount	Need to know STATE Share
Totals								
-	-				Paper Log Biller-Paraprofessional	4/1/2022		
-	-				Paper Log Biller-Paraprofessional	4/4/2022		
-	-				Paper Log Biller-Paraprofessional	4/5/2022		
-	-				Paper Log Biller-Paraprofessional	4/6/2022		
-	-				Paper Log Biller-Paraprofessional	4/8/2022		
-	-				Paper Log Biller-Paraprofessional	4/11/2022		
-	-				Paper Log Biller-Paraprofessional	4/12/2022		
-	-				Paper Log Biller-Paraprofessional	4/13/2022		
-	-				Paper Log Biller-Paraprofessional	4/14/2022		