

**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING/WORK SESSION**

<https://www.youtube.com/EngageCRschools/>

Once in YouTube, click the appropriate LIVE video for audio access to the meeting.

Public Participation is available by preregistering @ [BOE 02.22.2021](#)
by 12:00 PM on February 22, 2021.

Monday, February 22, 2021 @ 5:30 p.m.

A G E N D A

CALL TO ORDER (Vice President David Tominsky)

APPROVAL OF AGENDA (Vice President David Tominsky).....2

SUPERINTENDENT’S REPORT/BOARD REPORTS (Superintendent Bush/Board of Directors)

COMMUNICATIONS, DELEGATIONS, AND PETITIONS (Vice President David Tominsky)

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AGENDA

CALL TO ORDER – Vice President David Tominsky

APPROVAL OF AGENDA – Vice President David Tominsky

“I move that the agenda of Monday, February 22, 2021 Board of Education Meeting/Work Session be approved as set forth, and that each item is considered ready for discussion and/or action.”

MOTION/2ND/ROLL CALL

SUPERINTENDENT’S REPORT / BOARD REPORTS (Superintendent Bush/Board of Directors)

COMMUNICATIONS, DELEGATIONS, AND PETITIONS (Vice President David Tominsky)

CONSENT AGENDA

BA-21-000/12 Minutes – Regular Meeting on Monday, February 8, 2021 and Special Meeting on Monday, February 15, 2021 (Laurel Day)

Exhibit: <http://www.cr.k12.ia.us/our-district/board-of-education/>

Action Item

Pertinent Fact(s):

It is the responsibility of the Board Secretary to keep the minutes of Board of Directors meetings as required by Iowa Code §§ 21.3 and Board Regulation 202.10. The minutes will be available for public inspection within two weeks of the Board meeting and forwarded to the appropriate newspaper for publication.

Recommendation:

It is recommended that the Board of Education approve the Minutes from the Regular Meeting held on Monday, February 8, 2021 and Special Meeting held on Monday, February 15, 2021.

Board Meeting/Work Session: Monday, February 22, 2021

CONSENT AGENDA

BA-21-001/09 Approval of Claims Report - January 2021 (David Nicholson)

Exhibit: BA-21-001/09.1-6

Action Item

Pertinent Fact(s):

The Approval of Claims Report is required by Iowa Code sections 279.29 and 279.30 and Board Regulation 704.1. Claims for the period of January 1 - 31, 2021 totaled \$19,562,601.22.

Recommendation:

It is recommended that the Board of Education approve the Claims Report and Ratify the List of Paid Bills and Payrolls for the period ending January 31, 2021.

**Cedar Rapids Community School District
Summary of Expenditures and Payroll for Month Ending January 31, 2021**

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Schoolhouse Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Funds (62,65)</u>	<u>Total All Funds</u>
Electronic Payments							
Period Ending 1/08	\$ 252,566.74	\$ -	\$ -	\$ -	\$ -	\$ 34.00	\$ 252,600.74
Period Ending 1/15	19,103.96	564.91	-	-	-	34.26	19,703.13
Period Ending 1/22	17,276.70	359.31	-	-	21.45	-	17,657.46
Period Ending 1/29	273,078.09	381.30	-	3,740.00	44.83	32.88	277,277.10
Period Ending 1/31	7,247,300.57	4,890.35	-	281,755.29	374,641.61	290,317.68	8,198,905.50
Approved Warrants and Voids							
Period Ending 1/08	\$ 171,056.19	\$ 5,738.54	\$ 5,768.08	\$ 545,652.95	\$ 142,649.02	\$ 540.88	\$ 871,405.66
Period Ending 1/15	594,133.43	9,999.23	123,619.93	68,911.17	115,801.57	7,199.04	919,664.37
Period Ending 1/22	794,001.22	9,722.87	396.00	24,189.42	2,790.52	762.94	831,862.97
Period Ending 1/29	322,831.58	10,748.95	7,962.11	46,298.16	85,373.50	12,525.99	485,740.29
Period Ending 1/31	(126.09)	(488.26)	-	-	-	-	(614.35)
	\$ 9,691,222.39	\$ 41,917.20	\$ 137,746.12	\$ 970,546.99	\$ 721,322.50	\$ 311,447.67	\$ 11,874,202.87
Payrolls - Net	<u>7,688,398.35</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,688,398.35</u>
Total Expenditures	<u>\$ 17,379,620.74</u>	<u>\$ 41,917.20</u>	<u>\$ 137,746.12</u>	<u>\$ 970,546.99</u>	<u>\$ 721,322.50</u>	<u>\$ 311,447.67</u>	<u>\$ 19,562,601.22</u>

Note: Individual transactions can be viewed on the Cedar Rapids Community School District website under Board of Education.

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 8, 2021

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Schoolhouse Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Funds (62,65)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 252,566.74	\$ -	\$ -	\$ -	\$ -	\$ 34.00	\$ 252,600.74
Approved Warrants and Voids (Entered By Batch)							
	\$ 171,056.19	\$ 5,738.54	\$ 5,768.08	\$ 545,652.95	\$ 142,649.02	\$ 540.88	\$ 871,405.66
Total	<u><u>\$ 423,622.93</u></u>	<u><u>\$ 5,738.54</u></u>	<u><u>\$ 5,768.08</u></u>	<u><u>\$ 545,652.95</u></u>	<u><u>\$ 142,649.02</u></u>	<u><u>\$ 574.88</u></u>	<u><u>\$ 1,124,006.40</u></u>

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 15, 2021

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Schoolhouse Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Funds (62,65)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 19,103.96	\$ 564.91	\$ -	\$ -	\$ -	\$ 34.26	\$ 19,703.13
Approved Warrants and Voids (Entered By Batch)							
	\$ 594,133.43	\$ 9,999.23	\$ 123,619.93	\$ 68,911.17	\$ 115,801.57	\$ 7,199.04	919,664.37
Total	<u><u>\$ 613,237.39</u></u>	<u><u>\$ 10,564.14</u></u>	<u><u>\$ 123,619.93</u></u>	<u><u>\$ 68,911.17</u></u>	<u><u>\$ 115,801.57</u></u>	<u><u>\$ 7,233.30</u></u>	<u><u>\$ 939,367.50</u></u>

**Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 22, 2021**

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Schoolhouse Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Funds (62,65)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 17,276.70	\$ 359.31	\$ -	\$ -	\$ 21.45	\$ -	\$ 17,657.46
Approved Warrants and Voids (Entered By Batch)							
	\$ 794,001.22	\$ 9,722.87	\$ 396.00	\$ 24,189.42	\$ 2,790.52	\$ 762.94	831,862.97
Total	<u><u>\$ 811,277.92</u></u>	<u><u>\$ 10,082.18</u></u>	<u><u>\$ 396.00</u></u>	<u><u>\$ 24,189.42</u></u>	<u><u>\$ 2,811.97</u></u>	<u><u>\$ 762.94</u></u>	<u><u>\$ 849,520.43</u></u>

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 29, 2021

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Schoolhouse Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Funds (62,65)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 273,078.09	\$ 381.30	\$ -	\$ 3,740.00	\$ 44.83	\$ 32.88	\$ 277,277.10
Approved Warrants and Voids (Entered By Batch)							
Warrants	\$ 322,831.58	\$ 10,748.95	\$ 7,962.11	\$ 46,298.16	\$ 85,373.50	\$ 12,525.99	\$ 485,740.29
Total	<u><u>\$ 595,909.67</u></u>	<u><u>\$ 11,130.25</u></u>	<u><u>\$ 7,962.11</u></u>	<u><u>\$ 50,038.16</u></u>	<u><u>\$ 85,418.33</u></u>	<u><u>\$ 12,558.87</u></u>	<u><u>\$ 763,017.39</u></u>

**Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 31, 2021**

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Schoolhouse Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Funds (62,65)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACH Payments	7,247,300.57	4,890.35	-	281,755.29	374,641.61	290,317.68	8,198,905.50
Approved Warrants and Voids (Entered By Batch)							
Warrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Voids	\$ (126.09)	\$ (488.26)	\$ -	\$ -	\$ -	\$ -	\$ (614.35)
Total	<u><u>\$ 7,247,174.48</u></u>	<u><u>\$ 4,402.09</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 281,755.29</u></u>	<u><u>\$ 374,641.61</u></u>	<u><u>\$ 290,317.68</u></u>	<u><u>\$ 8,198,291.15</u></u>

CONSENT AGENDA

BA-21-003/06 Budget Summary Report – January 2021 (David Nicholson)

Exhibit: BA-21-003/06.1-9

Action Item

Pertinent Fact(s):

The Budget Summary Report is provided as required by Board Regulation 703.2.

Recommendation:

It is recommended that the Board of Education approve the Budget Summary Report for the month ended January 31, 2021.

Statement of Revenues, Expenditures, Other Financing Sources (Uses) And Changes In Fund Balance

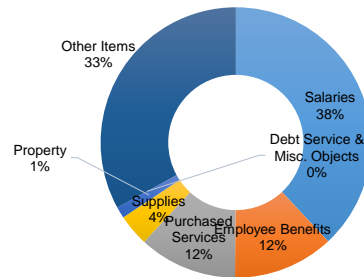
For the Period Ending January 31, 2021

All Funds Summary Breakdown

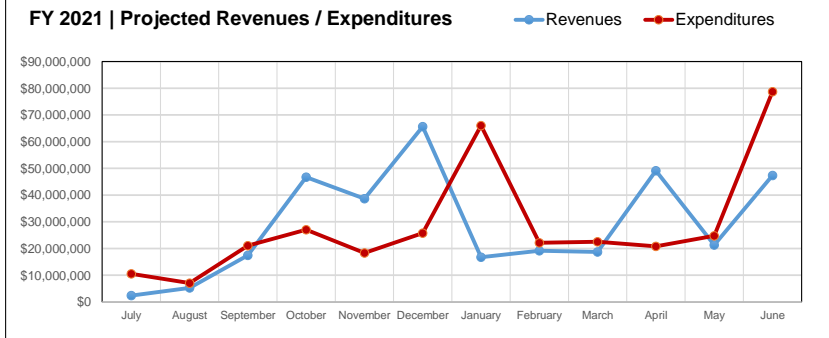
(With Comparative Totals For the Period Ended July, 2019 - January, 2020)

	All Funds			Management								
	FY2020	FY2021	% Incr/(Decr)	General Fund	Activity Fund	Fund	Sales Tax Fund	PPEL	Debt Service	School Nutrition	Other 60 Funds	
REVENUES												
Local	\$59,005,908	\$58,643,528	(0.61%)	\$44,925,635	\$586,639	\$3,908,129	\$7,039	\$5,771,666	\$1,402,046	\$97,467	\$1,944,907	
Intermediate	\$0	\$0		0	0	0	0	0	0	0	0	
State	\$64,850,016	\$65,364,219	0.79%	56,084,989	0	104,058	9,001,852	141,939	31,382	0	0	
Federal	\$7,202,785	\$7,558,270	4.94%	4,317,533	0	0	0	0	584,553	2,646,803	9,381	
Other Financing Sources/Income Items	\$39,221,121	\$61,304,982	56.31%	1,323,289	0	0	11,382,037	574,177	47,980,943	0	44,537	
TOTAL REVENUE	\$170,279,831	\$192,871,000	13.27%	\$106,651,445	\$586,639	\$4,012,186	\$20,390,928	\$6,487,782	\$49,998,924	\$2,744,269	\$1,998,826	
EXPENDITURES												
Salaries	\$69,389,598	\$66,891,159	(3.60%)	\$63,609,863	\$8,296	\$27,401	\$0	\$0	\$0	\$1,674,717	\$1,570,883	
Employee Benefits	\$20,258,425	\$21,182,142	4.56%	18,515,370	1,008	1,699,754	0	0	0	483,248	482,761	
Purchased Services	\$14,874,587	\$20,689,375	39.09%	5,449,060	124,468	2,421,723	8,141,804	4,528,700	0	11,905	11,716	
Supplies	\$7,310,263	\$6,669,989	(8.76%)	4,573,877	462,814	0	13	11,892	0	1,397,841	223,552	
Property	\$1,643,875	\$2,354,760	43.24%	251,281	21,045	0	1,883,028	81,156	0	118,250	0	
Debt Service & Misc. Objects	\$0	\$0		0	0	0	0	0	0	0	0	
Other Items	\$49,449,224	\$58,012,996	17.32%	141,256	25,987	39,398	8,531,157	1,266,081	48,006,315	646	2,156	
TOTAL EXPENDITURES	\$162,925,972	\$175,800,422	7.90%	\$92,540,709	\$643,617	\$4,188,276	\$18,556,002	\$5,887,830	\$48,006,315	\$3,686,607	\$2,291,068	
SURPLUS / (DEFICIT)	\$7,353,858	\$17,070,578	132.13%	\$14,110,736	(\$56,977)	(\$176,089)	\$1,834,926	\$599,953	\$1,992,609	(\$942,337)	(\$292,242)	
FUND BALANCE												
Beginning of Period				\$28,580,757	\$1,623,079	\$7,405,256	\$36,448,510	\$11,978,377	\$12,730,625	\$1,887,258	(\$836,298)	
End of Period				\$42,691,494	\$1,566,102	\$7,229,167	\$38,283,436	\$12,578,330	\$14,723,234	\$944,921	(\$1,128,540)	

FY 2021 | YTD Expenditures by Object



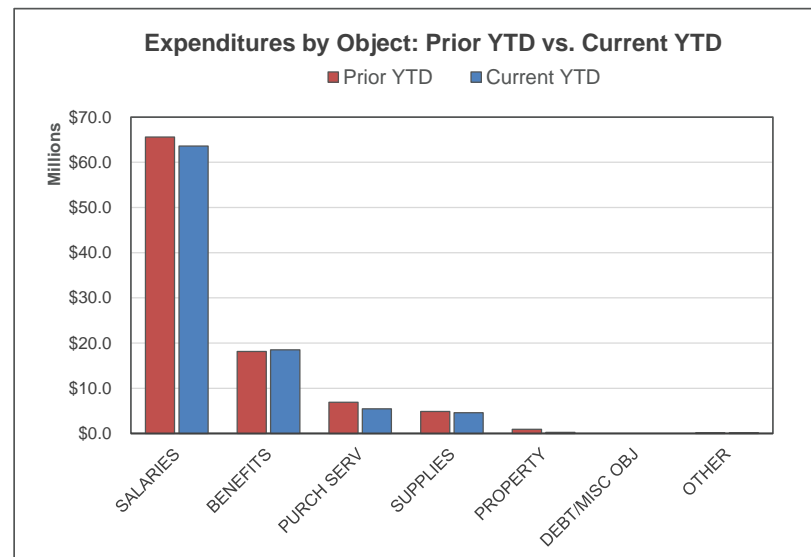
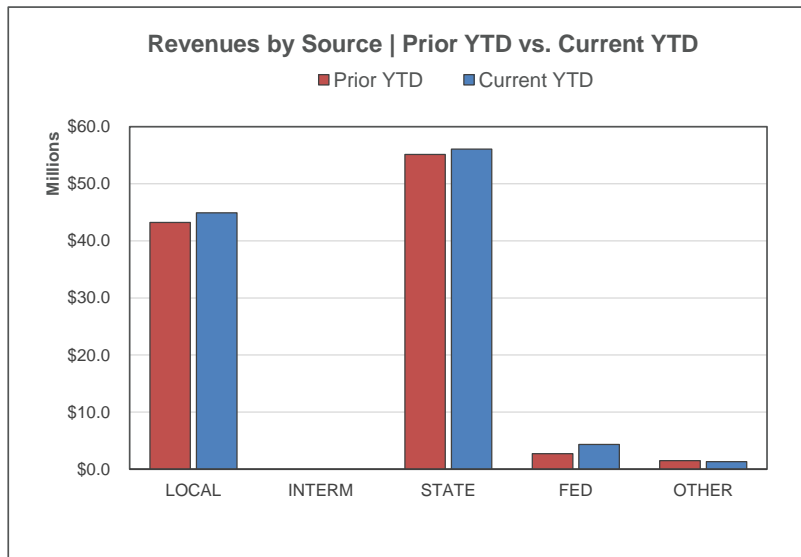
FY 2021 | Projected Revenues / Expenditures



General Fund | Financial Summary

For the Period Ending January 31, 2021

	YTD % of PY			YTD % of Budget		
	Prior YTD	Prior Year Actual	Actual	Current YTD	Annual Budget	Budget
REVENUES						
Local	\$43,208,576	\$82,115,259	52.62%	\$44,925,635	\$87,971,369	51.07%
Intermediate	0	0		0	0	
State	55,142,442	118,641,268	46.48%	56,084,989	121,140,256	46.30%
Federal	2,727,345	11,439,464	23.84%	4,317,533	14,368,578	30.05%
Other Financing Sources/Income Items	1,496,525	3,510,357	42.63%	1,323,289	2,913,734	45.42%
TOTAL REVENUE	\$102,574,888	\$215,706,350	47.55%	\$106,651,445	\$226,393,937	47.11%
EXPENDITURES						
Salaries	\$65,590,822	\$140,464,986	46.70%	\$63,609,863	\$144,743,399	43.95%
Employee Benefits	18,149,897	35,933,669	50.51%	18,515,370	38,054,372	48.66%
Purchased Services	6,903,482	23,721,786	29.10%	5,449,060	23,438,523	23.25%
Supplies	4,846,184	8,516,533	56.90%	4,573,877	15,223,915	30.04%
Property	910,241	1,499,767	60.69%	251,281	616,043	40.79%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	159,492	9,655,110	1.65%	141,256	12,289,517	1.15%
TOTAL EXPENDITURES	\$96,560,118	\$219,791,852	43.93%	\$92,540,709	\$234,365,769	39.49%
SURPLUS / (DEFICIT)	\$6,014,771	(\$4,085,502)		\$14,110,736	(\$7,971,832)	
ENDING FUND BALANCE	\$38,681,030			\$42,691,494		

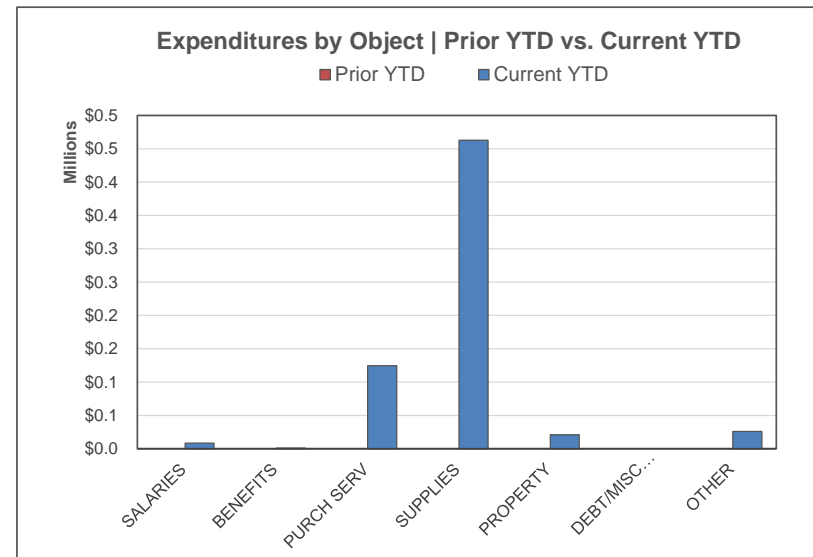
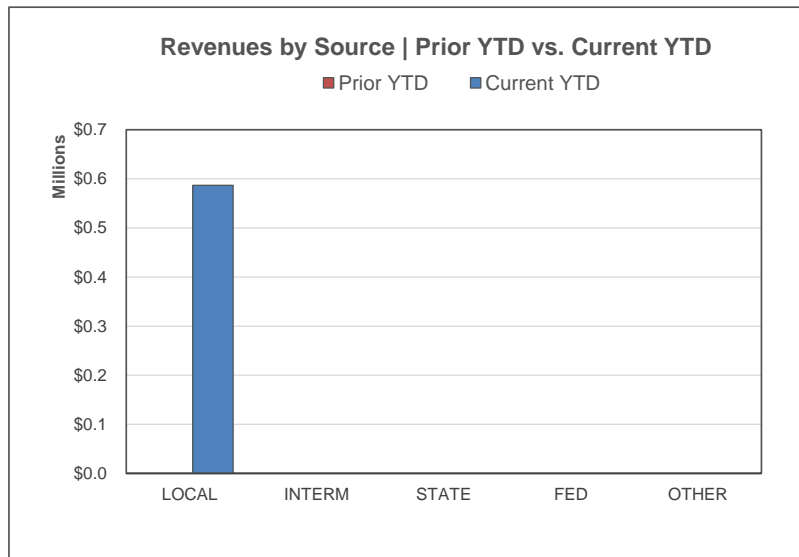


Activity Fund | Financial Summary

For the Period Ending January 31, 2021

	Prior YTD	Prior Year Actual	YTD % of PY Actual
REVENUES			
Local	\$0	\$2,910,760	0.00%
Intermediate	0	0	
State	0	0	
Federal	0	0	
Other Financing Sources/Income Items	0	0	
TOTAL REVENUE	\$0	\$2,910,760	0.00%
EXPENDITURES			
Salaries	\$0	\$0	
Employee Benefits	0	0	
Purchased Services	0	0	
Supplies	0	2,784,617	0.00%
Property	0	0	
Debt Service & Misc. Objects	0	0	
Other Items	0	0	
TOTAL EXPENDITURES	\$0	\$2,784,617	0.00%
SURPLUS / (DEFICIT)	\$0	\$126,143	
ENDING FUND BALANCE	\$1,496,936		

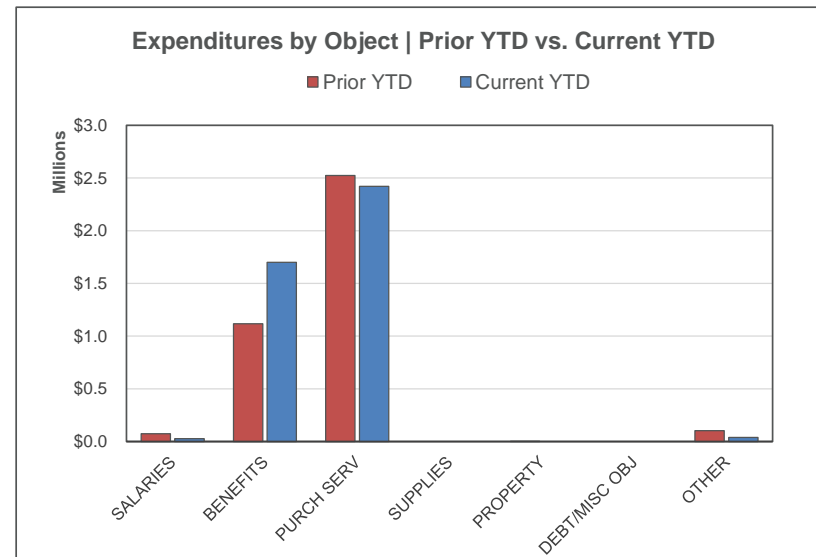
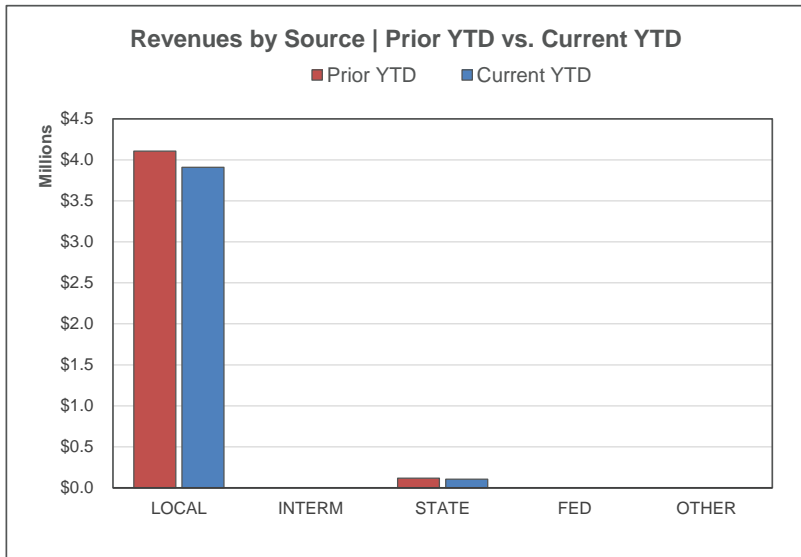
	Current YTD	Annual Budget	YTD % of Budget
	\$586,639	\$0	
	0	0	
	0	0	
	0	0	
	0	0	
	\$586,639	\$0	
	\$8,296	\$0	
	1,008	0	
	124,468	0	
	462,814	0	
	21,045	0	
	0	0	
	25,987	0	
	\$643,617	\$0	
	(\$56,977)	\$0	
	\$1,566,102		



Management Fund | Financial Summary

For the Period Ending January 31, 2021

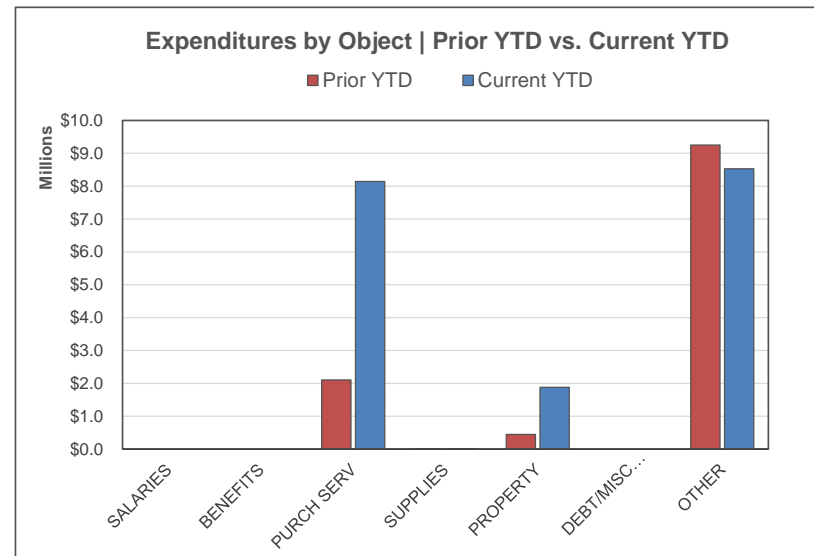
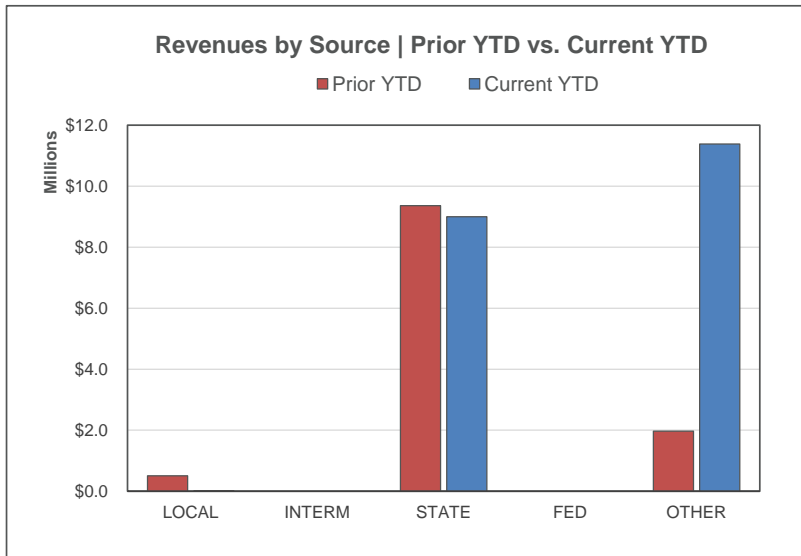
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$4,106,907	\$7,671,781	53.53%	\$3,908,129	\$7,185,501	54.39%
Intermediate	0	0		0	0	
State	117,154	231,860	50.53%	104,058	208,914	49.81%
Federal	0	0		0	0	
Other Financing Sources/Income Items	0	453,810	0.00%	0	0	
TOTAL REVENUE	\$4,224,061	\$8,357,452	50.54%	\$4,012,186	\$7,394,415	54.26%
EXPENDITURES						
Salaries	\$74,495	\$119,625	62.27%	\$27,401	\$28,000	97.86%
Employee Benefits	1,117,422	4,517,306	24.74%	1,699,754	4,428,596	38.38%
Purchased Services	2,524,231	2,764,175	91.32%	2,421,723	2,596,837	93.26%
Supplies	0	0		0	0	
Property	632	632	100.00%	0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	103,602	299,472	34.59%	39,398	290,000	13.59%
TOTAL EXPENDITURES	\$3,820,381	\$7,701,209	49.61%	\$4,188,276	\$7,343,433	57.03%
SURPLUS / (DEFICIT)	\$403,680	\$656,242		(\$176,089)	\$50,982	
ENDING FUND BALANCE	\$7,152,694			\$7,229,167		



Sales Tax Fund | Financial Summary

For the Period Ending January 31, 2021

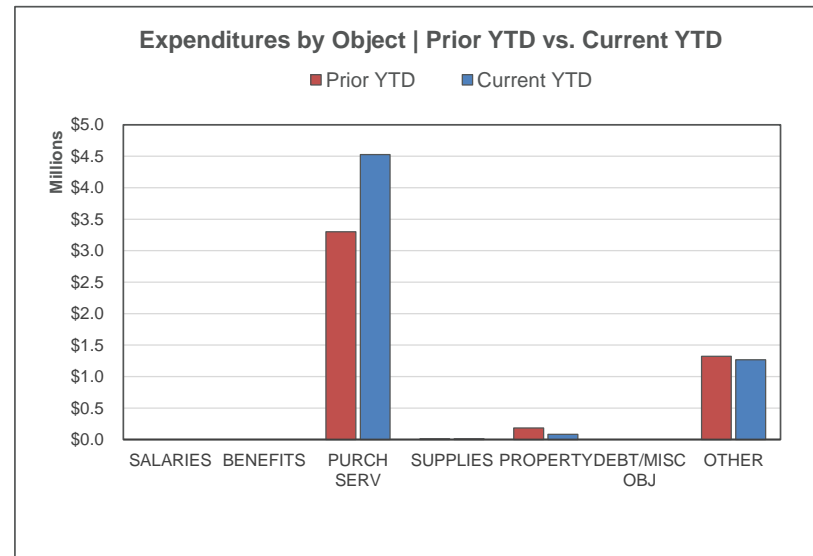
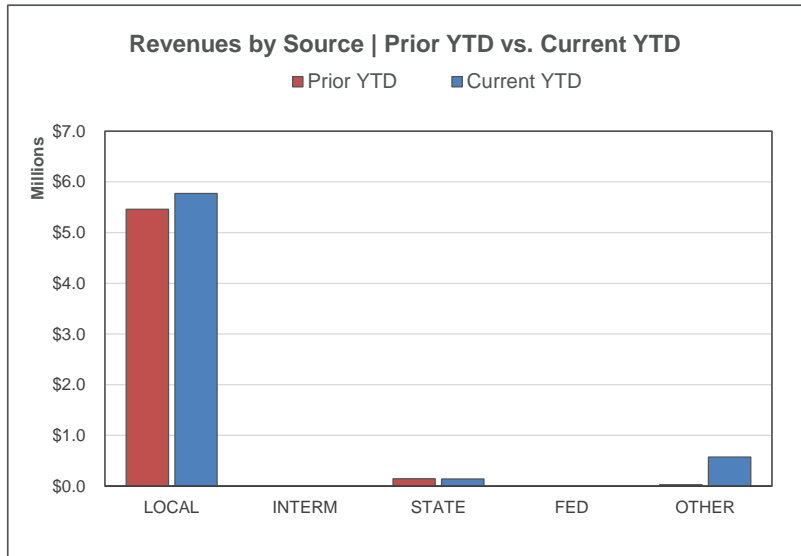
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$506,825	\$679,834	74.55%	\$7,039	\$782,108	0.90%
Intermediate	0	0		0	0	
State	9,359,632	17,582,925	53.23%	9,001,852	17,354,447	51.87%
Federal	0	0		0	0	
Other Financing Sources/Income Items	1,966,725	2,510,828	78.33%	11,382,037	1,940,000	586.70%
TOTAL REVENUE	\$11,833,182	\$20,773,588	56.96%	\$20,390,928	\$20,076,555	101.57%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	2,106,516	4,894,500	43.04%	8,141,804	22,518,759	36.16%
Supplies	313	336	93.10%	13	0	
Property	450,311	3,609,848	12.47%	1,883,028	2,697,962	69.79%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	9,253,982	15,600,124	59.32%	8,531,157	14,450,848	59.04%
TOTAL EXPENDITURES	\$11,811,121	\$24,104,808	49.00%	\$18,556,002	\$39,667,569	46.78%
SURPLUS / (DEFICIT)	\$22,061	(\$3,331,221)		\$1,834,926	(\$19,591,014)	
ENDING FUND BALANCE	\$39,801,792			\$38,283,436		



PPEL | Financial Summary

For the Period Ending January 31, 2021

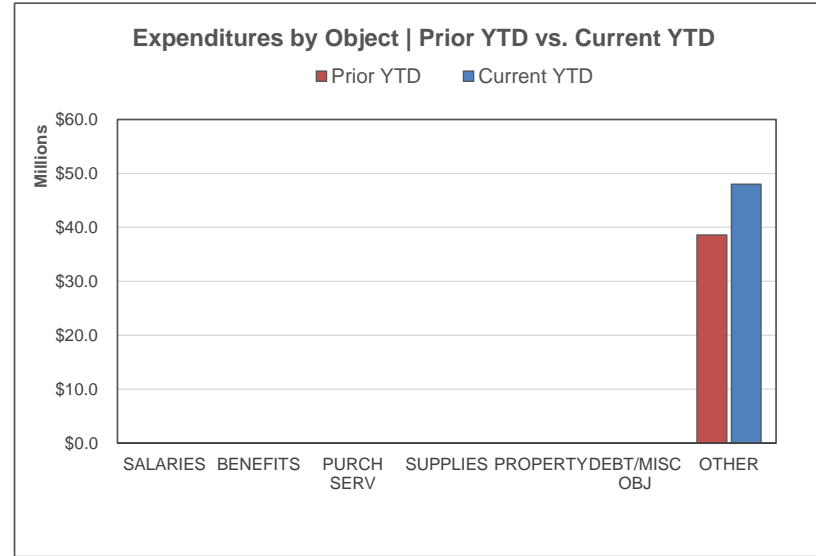
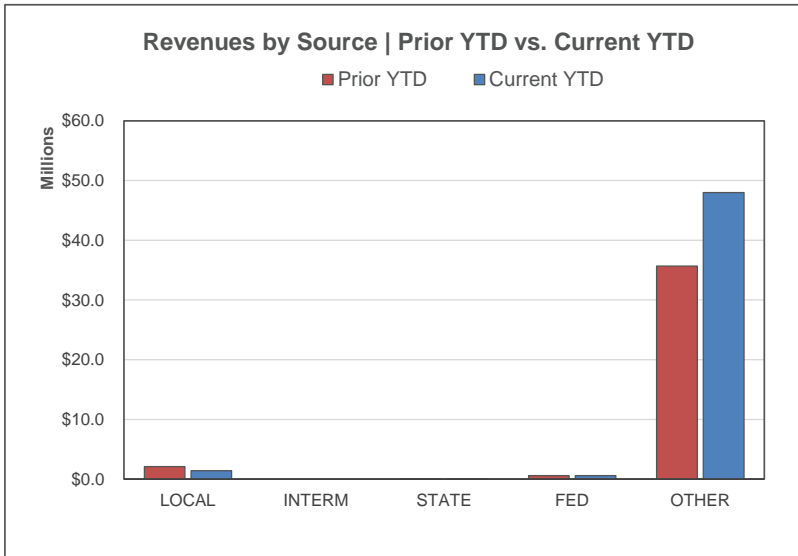
	YTD % of PY Actual			YTD % of Budget		
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$5,460,019	\$10,155,695	53.76%	\$5,771,666	\$10,520,894	54.86%
Intermediate	0	0		0	0	
State	146,019	288,986	50.53%	141,939	545,287	26.03%
Federal	0	0		0	0	
Other Financing Sources/Income Items	26,478	174,344	15.19%	574,177	110,000	521.98%
TOTAL REVENUE	\$5,632,515	\$10,619,025	53.04%	\$6,487,782	\$11,176,181	58.05%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	3,299,607	4,969,982	66.39%	4,528,700	13,031,956	34.75%
Supplies	12,531	15,650	80.07%	11,892	10,000	118.92%
Property	182,688	1,401,508	13.04%	81,156	1,152,872	7.04%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	1,322,569	1,989,117	66.49%	1,266,081	1,977,553	64.02%
TOTAL EXPENDITURES	\$4,817,394	\$8,376,257	57.51%	\$5,887,830	\$16,172,381	36.41%
SURPLUS / (DEFICIT)	\$815,121	\$2,242,769		\$599,953	(\$4,996,200)	
ENDING FUND BALANCE	\$10,550,730			\$12,578,330		



Debt Service | Financial Summary

For the Period Ending January 31, 2021

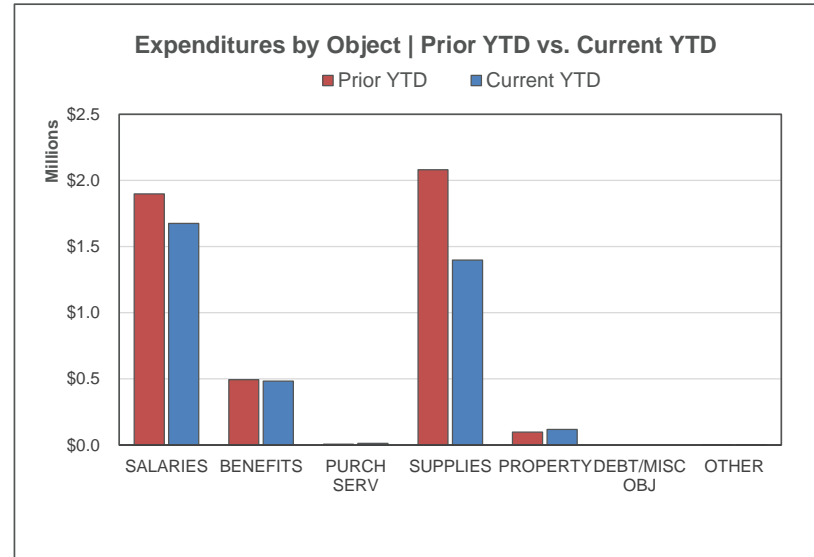
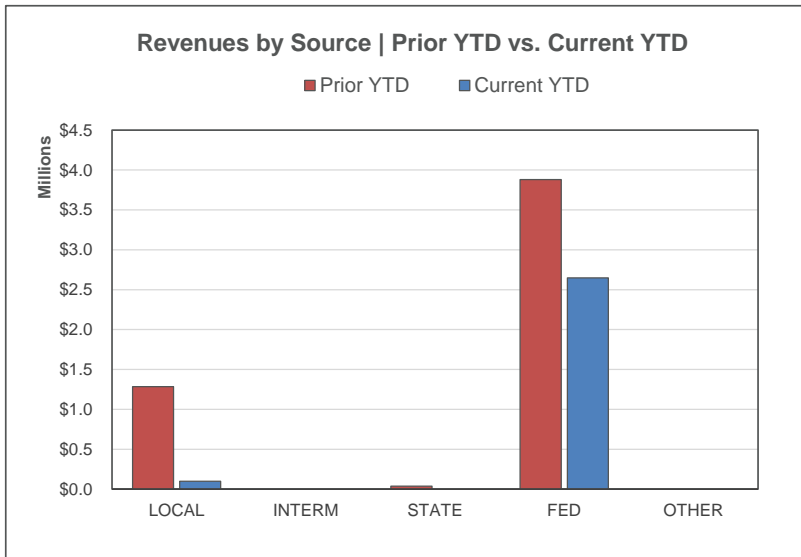
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$2,078,603	\$3,652,564	56.91%	\$1,402,046	\$2,557,986	54.81%
Intermediate	0	0		0	0	
State	48,465	95,917	50.53%	31,382	62,506	50.21%
Federal	583,002	583,002	100.00%	584,553	584,553	100.00%
Other Financing Sources/Income Items	35,679,466	41,493,766	85.99%	47,980,943	12,568,043	381.77%
TOTAL REVENUE	\$38,389,536	\$45,825,249	83.77%	\$49,998,924	\$15,773,088	316.99%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Employee Benefits	0	0		0	0	
Purchased Services	0	0		0	0	
Supplies	0	0		0	0	
Property	0	0		0	0	
Debt Service & Misc. Objects	0	0		0	0	
Other Items	38,592,277	48,796,035	79.09%	48,006,315	14,878,042	322.67%
TOTAL EXPENDITURES	\$38,592,277	\$48,796,035	79.09%	\$48,006,315	\$14,878,042	322.67%
SURPLUS / (DEFICIT)	(\$202,741)	(\$2,970,785)		\$1,992,609	\$895,046	
ENDING FUND BALANCE	\$15,498,669			\$14,723,234		



School Nutrition | Financial Summary

For the Period Ending January 31, 2021

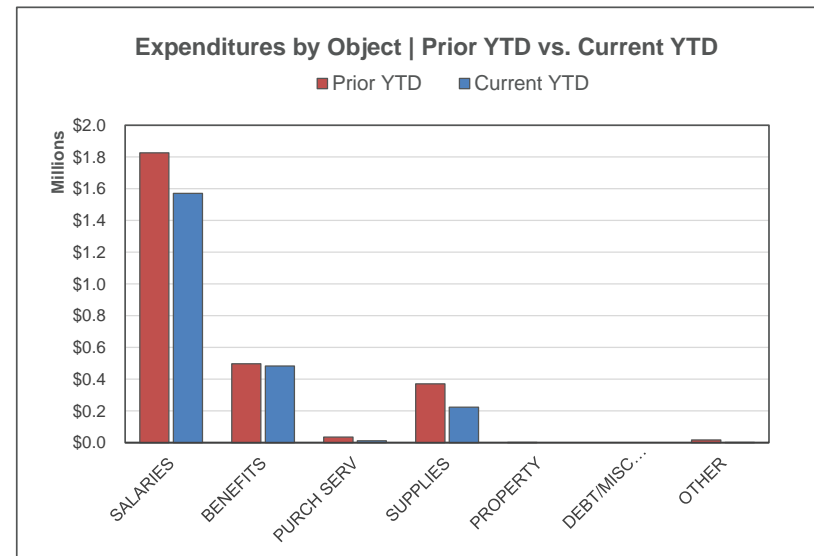
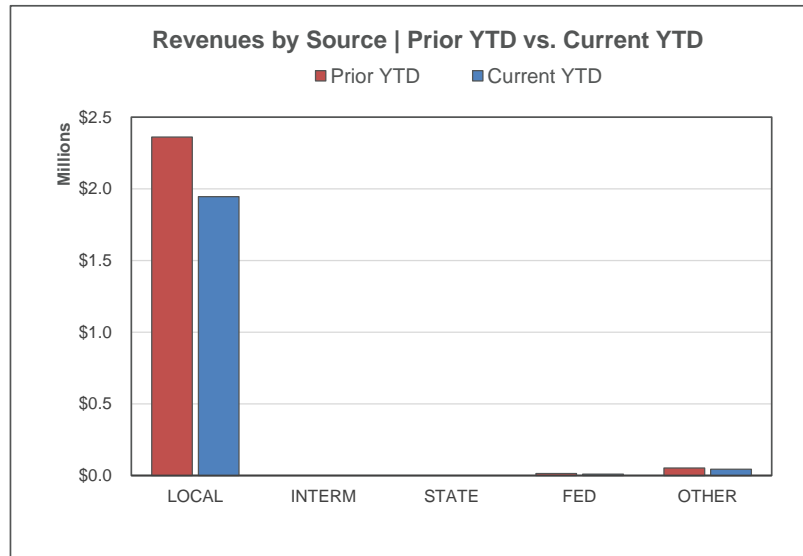
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$1,283,556	\$1,716,168	74.79%	\$97,467	\$2,696,850	3.61%
Intermediate	0	0		0	0	
State	36,305	75,258	48.24%	0	66,650	0.00%
Federal	3,878,970	7,137,796	54.34%	2,646,803	6,898,604	38.37%
Other Financing Sources/Income Items	0	1,010,193	0.00%	0	0	
TOTAL REVENUE	\$5,198,831	\$9,939,414	52.31%	\$2,744,269	\$9,662,104	28.40%
EXPENDITURES						
Salaries	\$1,897,348	\$3,639,768	52.13%	\$1,674,717	\$3,038,022	55.13%
Employee Benefits	493,788	694,292	71.12%	483,248	892,524	54.14%
Purchased Services	5,659	20,513	27.59%	11,905	24,000	49.60%
Supplies	2,080,713	3,895,836	53.41%	1,397,841	4,048,964	34.52%
Property	98,191	116,803	84.07%	118,250	288,640	40.97%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	798	1,365,574	0.06%	646	596,200	0.11%
TOTAL EXPENDITURES	\$4,576,498	\$9,732,786	47.02%	\$3,686,607	\$8,888,350	41.48%
SURPLUS / (DEFICIT)	\$622,333	\$206,628		(\$942,337)	\$773,754	
ENDING FUND BALANCE	\$2,302,963			\$944,921		



Other 60 Funds | Financial Summary

For the Period Ending January 31, 2021

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$2,361,421	\$4,097,596	57.63%	\$1,944,907	\$4,689,337	41.48%
Intermediate	0	0		0	0	
State	0	0		0	0	
Federal	13,469	24,786	54.34%	9,381	100,332	9.35%
Other Financing Sources/Income Items	51,927	622,634	8.34%	44,537	89,075	50.00%
TOTAL REVENUE	\$2,426,817	\$4,745,016	51.14%	\$1,998,826	\$4,878,744	40.97%
EXPENDITURES						
Salaries	\$1,826,933	\$3,219,417	56.75%	\$1,570,883	\$2,954,257	53.17%
Employee Benefits	497,318	736,559	67.52%	482,761	866,557	55.71%
Purchased Services	35,092	52,339	67.05%	11,716	100,796	11.62%
Supplies	370,523	535,510	69.19%	223,552	788,091	28.37%
Property	1,812	1,747	103.74%	0	1,000	0.00%
Debt Service & Misc. Objects	0	0		0	0	
Other Items	16,505	86,719	19.03%	2,156	38,376	5.62%
TOTAL EXPENDITURES	\$2,748,183	\$4,632,290	59.33%	\$2,291,068	\$4,749,077	48.24%
SURPLUS / (DEFICIT)	(\$321,366)	\$112,726		(\$292,242)	\$129,667	
ENDING FUND BALANCE	(\$1,270,390)			(\$1,128,540)		



CONSENT AGENDA

BA-21-004/09 Statement of Receipts, Disbursements, and Cash Balances Report – January 2021 (David Nicholson)

Exhibit: BA-21-004/09.1-2

Action Item

Pertinent Fact(s):

The Statement of Receipts, Disbursements, and Cash Balances Report is required by Chapter 291 of the Code of Iowa and by Board Regulation 703.2. Cash receipts for the month ended January 31, 2021 were \$17,608,446.63 and cash disbursements were \$27,545,957.39. The investment balance on January 31, 2021 was \$93,156,399.03. Interfund transfers for the month ended January 31, 2021 were \$1,182,512.68. Year to date interfund transfers were \$9,881,862.40.

Recommendation:

It is recommended that the Board of Education approve the Statement of Receipts, Disbursements, and Cash Balances Report for the month of January 2021.

**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH BALANCES
MONTH ENDED JANUARY 31, 2021**

<u>CASH</u>	<u>BALANCE</u> <u>12/31/2020</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u> <u>1/31/2021</u>
<u>General and Management Funds</u>				
10-General Fund	\$ 8,552,424.30	\$ 13,347,628.41	\$ 17,422,778.01	\$ 4,477,274.70
22-Management Fund	2,247,114.13	174,770.64	185,757.33	2,236,127.44
Total - General and Management Funds	10,799,538.43	13,522,399.05	17,608,535.34	6,713,402.14
<u>Student Activity Fund</u>				
21-Student Activity Fund	\$ 1,125,446.73	\$ 64,846.44	\$ 49,029.44	\$ 1,141,263.73
21-Cash on Hand	3,900.00	-	-	3,900.00
Total-Student Activity Fund	1,129,346.73	64,846.44	49,029.44	1,145,163.73
<u>Food & Nutrition Fund</u>				
61-Food & Nutrition Fund	1,106,095.92	589,284.92	722,008.91	973,371.93
61-Petty Cash	2,588.50	504.00	-	3,092.50
Total - Food & Nutrition Fund	1,108,684.42	589,788.92	722,008.91	976,464.43
<u>Daycare Funds</u>				
62-Five Seasons Daycare Fund	1,063,596.91	124,273.47	110,086.62	1,077,783.76
65-Rockwell Daycare Fund	307,415.29	215,584.71	202,261.51	320,738.49
65-Rockwell Daycare Petty Cash	200.00	-	-	200.00
Total - Daycare Fund	1,371,212.20	339,858.18	312,348.13	1,398,722.25
<u>Schoolhouse Funds</u>				
33-Secure Adv. Vision for Educ. (SAVE) Fund	8,442,570.68	1,559,717.70	7,201,306.69	2,800,981.69
36-Physical Plant & Equip (PPEL) Fund	1,452,975.10	570,359.43	710,984.59	1,312,349.94
40-Debt Service Fund	930,106.91	961,476.91	941,744.29	949,839.53
Total - Schoolhouse Funds	10,825,652.69	3,091,554.04	8,854,035.57	5,063,171.16
TOTAL CASH - ALL FUNDS	\$ 25,234,434.47	\$ 17,608,446.63	\$ 27,545,957.39	\$ 15,296,923.71

INVESTMENTS

RESTRICTED INVESTMENT FUNDS

Schoolhouse Fund-Held for Bond Payments

33-SAVE Fund - Sinking Funds/UMB	\$ 802,458.07	\$ 34.10	\$ -	\$ 802,492.17
40-Debt Service Fund - Sinking Funds/UMB+Reg	58,687,866.25	1,023,435.73	47,342,793.30	12,368,508.68
40-Debt Service Fund - Sinking Funds/USB	1,100,000.00	192,500.00	-	1,292,500.00
TOTAL RESTRICTED INVESTMENTS	\$ 60,590,324.32	\$ 1,215,969.83	\$ 47,342,793.30	\$ 14,463,500.85

UNRESTRICTED INVESTMENT FUNDS

	<u>BALANCE</u> <u>12/31/2020</u>	<u>PURCHASES</u>	<u>MATURITIES</u>	<u>BALANCE</u> <u>1/31/2021</u>
<u>General and Management Funds</u>				
10-General Fund	\$ 26,000,000.00	\$ -	\$ -	\$ 26,000,000.00
10-General Fund CD's ISJIT	13,481,806.14	229.09	-	13,482,035.23
22-Management Fund	5,000,000.00	-	-	5,000,000.00
Total - General and Management Funds	44,481,806.14	229.09	-	44,482,035.23
<u>Student Activity Fund</u>				
21-Student Activity Fund	423,663.84	904.04	-	424,567.88
<u>Food & Nutrition</u>				
61-Food & Nutrition Fund	1,500,000.00	-	-	1,500,000.00
<u>Schoolhouse Funds</u>				
33-Secure Adv. Vision for Educ. (SAVE) Fund	29,137,410.46	6,000,000.00	-	35,137,410.46
36-Physical Plant & Equip (PPEL) Fund	11,500,000.00	-	-	11,500,000.00
40-Debt Service Fund	304,885.46	-	192,500.00	112,385.46
Total - Schoolhouse Funds	40,942,295.92	6,000,000.00	192,500.00	46,749,795.92
TOTAL UNRESTRICTED INVESTMENTS	\$ 87,347,765.90	\$ 6,001,133.13	\$ 192,500.00	\$ 93,156,399.03

<u>BALANCES</u>	<u>GENERAL</u> <u>FUND</u>	<u>STUDENT</u> <u>ACTIVITY FUND</u>	<u>FOOD &</u> <u>NUTRITION FUND</u>	<u>DAYCARE</u> <u>FUND</u>	<u>SCHOOLHOUSE</u> <u>FUND</u>	<u>ALL</u> <u>FUNDS</u>
Cash	\$ 6,713,402.14	\$ 1,145,163.73	\$ 976,464.43	\$ 1,398,722.25	\$ 5,063,171.16	\$ 15,296,923.71
Restricted Funds	-	-	-	-	14,463,500.85	14,463,500.85
Investments	44,482,035.23	424,567.88	1,500,000.00	-	46,749,795.92	93,156,399.03
Total	\$ 51,195,437.37	\$ 1,569,731.61	\$ 2,476,464.43	\$ 1,398,722.25	\$ 66,276,467.93	\$ 122,916,823.59

**Interfund Transfers
For the Month Ended January 31, 2021
and Year to Date**

		Summary			
		Month of January		Year to Date	
		Transfers	Transfers	Transfers	Transfers
		In	Out	In	Out
Fund 10	General Fund	\$ 119,549.07	\$ 11,134.26	\$ 1,318,430.12	\$ 44,537.04
Fund 21	Student Activity Fund	-	305.00	-	315.00
Fund 22	Management Fund	-	6,960.71	-	39,397.87
Fund 33	SAVE Fund	110,085.06	1,051,829.35	1,402,124.69	8,351,752.41
Fund 36	PPEL Fund	-	110,484.36	-	1,266,081.47
Fund 40	Debt Fund	941,744.29	-	7,116,770.55	177,760.62
Fund 61	Food & Nutrition Fund	-	-	-	218.99
Fund 62	Day Care - 5 Seasons	11,134.26	-	44,537.04	-
Fund 65	Day Care - Rockwell Collins	-	1,799.00	-	1,799.00
	Total	<u>\$ 1,182,512.68</u>	<u>\$ 1,182,512.68</u>	<u>\$ 9,881,862.40</u>	<u>\$ 9,881,862.40</u>

CONSENT AGENDA

BA-21-005/08 Investments Report - December 2020 (David Nicholson)

Exhibit: BA-21-005/08.1

Information Item

Pertinent Fact(s):

The Investments Report summarizes investment transactions for the month of December 2020. Investments purchased during the month totaled \$200,310.34, and investments redeemed during the month totaled \$192,500.00. The current interest rate for US Bank is 0.01%, in comparison to 1.51% at US Bank in December 2019. The interest rate for Iowa Schools Joint Investment Trust (ISJIT) for December 2020 was 0.02%, in comparison to 1.4% in December 2019.

INVESTMENTS - DECEMBER 2020

				<u>TOTAL INVEST</u> (Purchases)	<u>TOTAL REDEEM</u> (Maturities)	
<u>General fund</u>						
Interest		\$	229.09	US Bank~ISJIT Dec'20 Int	229.09	-
				Fund Total	229.09	-
<u>Management Fund</u>						
N/A					-	-
				Fund Total	-	-
<u>Student Activity Fund</u>						
Invest	December 3, 2020	\$	200,000.00	US Bank	\$ 200,000.00	
Interest	December 31, 2020	\$	74.45	US Bank	74.45	-
Interest	December 31, 2020	\$	6.80	US Bank	6.80	-
				Fund Total	200,081.25	-
<u>Food & Nutrition Fund</u>						
N/A					-	-
				Fund Total	-	-
<u>Secure an Advanced Vision for Education Fund (SAVE)</u>						
N/A					-	-
				Fund Total	-	-
<u>Physical Plant & Equipment Fund (PEEL)</u>						
N/A				US Bank	-	-
				Fund Total	-	-
<u>Debt Services Fund</u>						
Redeem	December 1, 2020	\$	192,500.00	US Bank	-	192,500.00
				Fund Total	-	192,500.00
<u>GRAND TOTAL</u>					\$ 200,310.34	\$ 192,500.00

CONSENT AGENDA

BA-21-006/06 Food and Nutrition Fund - Participation Report – January 2021 (David Nicholson)

Exhibit: BA-21-006/06.1-2

Action Item

Pertinent Fact(s):

The Participation Report is for the month ending January 31, 2021

Recommendation:

It is recommended that the Board of Education approve the Food and Nutrition Fund – Participation Report for the month ending January 31, 2021.

CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT
FOOD AND NUTRITION FUND
PARTICIPATION Jan 31st, 2021

Breakfast and Lunch Jan-21					
Schools	Grab N		In house Lunches	Grab N Go Lunches	Totals
	In house Breakfast	Go Breakfast			
Elementary Schools	62266	5443	70053	5685	143447
Middle Schools	13552	4217	25494	4217	47480
High Schools	1438		5112		6550
	77256	9660	100659	9902	197477

- The Grab N Go meal numbers above are reflective of the locations the meals are picked up, students can participate at any site.
- Students are not identified when they pick up meals.
- The 3 combined virtual sites are averaging approximately 600-700 meals daily.

Jan 2021 Totals			*ADP			Jan 2020 Totals			ADP		
Breakfast	86916	5113	Breakfast	71638	4214	Breakfast	71638	4214	Lunch	180778	10634
Lunch	110561	6504	Lunch	180778	10634	Lunch	180778	10634	Total Breakfast and lunch	252416	
Total Breakfast and lunch	197477		Total Breakfast and lunch	252416							

* Jan 2021 ADP does not accurately reflect actual meals served per day, but an overall average because number of operating days varied by school

Updates & Highlights for January 2021

- In response to the pandemic USDA allows school nutrition programs to operate under the Summer Feeding Program (SFSP).
- Under this program all students eat breakfast and lunch at no charge at all schools through the remainder of the school year.
- Schools are considered open sites which is defined as - any child age 18 or under can have a breakfast or lunch at no charge at that location.
- We currently have 3 virtual sites serving Grab N Go meals Johnson STEAM, Pierce, and Roosevelt RCCBA.
- The 3 combined virtual sites are averaging approximately 600-700 meals daily.
- Breakfast participation has increased due to serving breakfast in the classroom and recognizing breakfast is an essential part of the school day.
- In January we received a Toyota grant for the purchase of 11 heating cabinets to accommodate the change in serving style.
- Due to competitive bidding on the heating cabinets we were also able to purchase a double oven with the Toyota grant money.
- We received a Gen Youth Grant for \$2000 each at four schools for the purchase of freezer equipment - RCCBA, Grant, Johnson STEAM and Cedar River Academy.
- Fresh Fruit and Vegetable grant (FFVP) continues to operate in 9 schools which provide a healthy snack during the school day.
- The nine schools that are operating FFVP grant are: Garfield, Grant Wood, Hiawatha, Hoover, Johnson STEAM, Kenwood, Cedar River Academy, Van Buren and Wright.
- Despite outreach efforts, meal count/participation for January is low across the state of Iowa.
- Monitoring USDA waivers for meal program regulation flexibility.
- Continued evening meals when partner organizations were in session.

Current Open Grab N Go Sites - Johnson STEAM, Pierce, Roosevelt RCCBA

When universal waiver ends the CRCS has 21 CEP schools. (Community Eligibility schools) All students each at no charge.

High Schools - Metro, Jefferson

Middle Schools - McKinley, Roosevelt, Wilson, Franklin

Elementary Schools - Arthur, Cleveland, Garfield, Grant, Grant Wood, Harrison, Hiawatha, Hoover, Johnson, Kenwood, Taylor, Wright
Van Buren, Wright, Polk Alternative

School Nutrition Fund
For the Period Ending January 31, 2021

50% of Budget Year Elapsed

	School Nutrition Programs						YTD Total	Current Year Budget		
	Breakfast Program	Lunch Program	Summer Program	USDA Team Nutrition Fruit/Veg Grant	Non-Program	All Programs		Annual Budget	Current YTD % of Budget	Remaining Budget
Operating Revenue										
State and Federal Reimbursement	\$0	\$715	\$2,554,132	\$50,815	\$0	\$0	\$2,605,662	\$6,321,114	41.22%	\$3,715,452
Sale of Student Meals	0	0	0	0	0	0	0	1,627,750	0.00%	1,627,750
Sale of Adult Meals	0	0	0	0	6,753	0	6,753	76,600	8.82%	69,847
Ala Carte Sales	0	0	0	0	3,130	0	3,130	600,000	0.52%	596,870
Special Program Sales	0	10,000	0	0	68,837	0	78,837	300,000	26.28%	221,163
Federal Commodities Received	0	0	0	0	0	0	0	0		0
Food Rebates	0	0	0	0	0	0	0	15,000	0.00%	15,000
Other	0	0	0	0	0	49,140	49,140	42,140	116.61%	(7,000)
Total Operating Revenue	\$0	\$10,715	\$2,554,132	\$50,815	\$78,719	\$49,140	\$2,743,522	\$8,982,604	30.54%	\$6,239,082
Operating Expense										
Labor and Fringe Benefits	\$0	\$1,892,949	\$89,730	\$2,398	\$5,562	\$167,325	\$2,157,964	\$3,930,546	54.90%	\$1,772,582
Food	0	267	1,202,827	43,470	47,693	0	1,294,257	3,100,000	41.75%	1,805,743
Other Supplies	0	7,781	93,370	11,664	0	1,993	114,808	359,964	31.89%	245,156
Federal Commodities Consumed	0	0	0	0	0	0	0	0		0
Equipment Repair and Materials	0	0	0	0	0	41,140	41,140	141,140	29.15%	100,000
Custodial Services	0	0	0	0	0	0	0	0		0
Utilities	0	0	0	0	0	0	0	0		0
Indirect Costs	0	0	0	0	0	0	0	595,000	0.00%	595,000
Courier Services	0	0	0	0	0	0	0	0		0
Computer Equipment	0	0	0	0	0	219	219	0		(219)
Other	0	0	0	0	0	0	0	10,700	0.00%	10,700
Total Operating Expense	\$0	\$1,900,997	\$1,385,927	\$57,532	\$53,255	\$210,677	\$3,608,388	\$8,137,350	44.34%	\$4,528,962
Non-Operating Revenue (Expense)										
Administration Expense	\$0	\$0	\$0	\$0	\$0	(\$13,306)	(\$13,306)	(\$23,000)	57.85%	(\$9,694)
Interest Income	0	0	0	0	0	428	428	30,000	1.43%	29,572
POS Convenience Fees	0	0	0	0	0	299	299	36,500	0.82%	36,202
POS On-line Fees	0	0	0	0	0	0	0	0		0
Depreciation Expense	0	0	0	0	0	(64,891)	(64,891)	(115,000)	56.43%	(50,109)
Total Non-Operating Revenue (Expense)	\$0	\$0	\$0	\$0	\$0	(\$77,470)	(\$77,470)	(\$71,500)	108.35%	\$5,970
Unallocated Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Income (Loss) before Contributions & Transfers	\$0	(\$1,890,282)	\$1,168,205	(\$6,717)	\$25,465	(\$239,007)	(\$942,337)	\$773,754	(121.79%)	\$1,716,091
Capital Contributions										
Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Change in Net Position	\$0	(\$1,890,282)	\$1,168,205	(\$6,717)	\$25,465	(\$239,007)	(\$942,337)	\$773,754	(121.79%)	\$1,716,091

CONSENT AGENDA

BA-21-007/07 Unspent Balance Report - January 2021 (David Nicholson)

Exhibit: BA-21-007/07.1

Information Item

Pertinent Fact(s):

The Unspent Balance Report is designed to inform the Board of Education on the status of the District's General Fund authorized reserves- the Unspent Balance. An analysis of staffing and all other budgetary changes that impact the Unspent Balance as of month ended January 2021 is summarized for review.

**Cedar Rapids Community School District
General Fund Unspent Balance
January 31, 2021**

	September 30, 2020	January 31, 2021
	BASE MONTH	
	Actual	Actual to Date
	FY2020	FY2021
Regular Program District Cost	\$116,706,816	\$118,769,372
+ Regular Program Budget Adjustment	\$0	
+ Supplementary Weighting District Cost	\$2,343,693	\$2,130,780
+ Special Ed District Cost	\$17,347,576	\$17,712,611
+ Teacher Salary Supplement District Cost	\$9,854,093	\$10,018,722
+ Professional Development Suppl District Cost	\$1,161,470	\$1,179,774
+ Early Intervention Supplement District Cost	\$1,267,490	\$1,287,455
Teacher Leadership Supplement District Cost (Line 4.46)	\$5,652,647	\$5,744,508
+ AEA Special Ed Support	\$5,865,074	\$5,963,341
+ AEA Special Ed Support Adjustment	\$0	
+ AEA Media Services	\$1,064,674	\$1,080,540
+ AEA Educational Services	\$1,169,607	\$1,187,279
+ AEA Sharing District Cost	\$0	
+ AEA Teacher Salary Suppl District Cost	\$550,247	\$560,606
+ AEA Professional Dev Suppl District Cost	\$64,104	\$65,259
+ SBRC Modified Suppl Amt Dropout Prev	\$5,713,206	\$5,796,916
+ SBRC Allowable Growth Other #1	\$1,790,064	\$1,800,000
+ SBRC Allowable Growth Other #2	\$1,970,198	\$1,970,198
+ Special Ed Deficit Modified Suppl Amt	\$12,246,812	\$13,000,000
- Special Ed Positive Balance Reduction	\$0	
- AEA Special Ed Positive Balance	\$0	
+ Allowance for Construction Projects	\$0	
- Unspent Allowance for Construction	\$0	
+ Enrollment Audit Adjustment	-\$24,654	\$37,977
- AEA Prorata Reduction	\$846,317	\$846,317
= Maximum District Cost	\$183,896,800	\$187,459,021
+ Preschool Foundation Aid	\$2,315,120	\$2,554,900
+ Instructional Support Authority	\$8,517,264	\$8,636,909
+ Ed Improvement Authority	\$0	
+ Other Miscellaneous Income	\$26,040,177	\$27,801,601
+ Unspent Auth Budget - Previous Year	\$17,055,710	\$18,033,219
+ GAAP Conversion Hold Harmless	\$0	\$0
= Maximum Authorized Budget	\$237,825,071	\$244,485,650
- Expenditures	\$219,791,852	\$235,094,813
= Unspent Authorized Budget (UAB)	\$18,033,219	\$9,390,837
+ Estimated Unspent Program Reserves	\$0	\$10,000,000
= "Revised" Unspent Authorized Budget (UAB)	\$18,033,219	\$20,325,449

OPERATING DAYS RESERVES: 29.95 30.11 31.70

General Fund: Employee Full Time Equivalent Status

Employee Category	Original Budgeted FTE's	Base FTE's	FTE's
	FY2020-21	January 31, 2021	Difference
Object 101-Paraprofessional Employees	370.16	374.13	3.96
Object 111-Officials/Administrative Personnel	46.00	46.00	0.00
Object 115-Administrative Assistant Personnel	20.00	20.00	0.00
Object 121-Educational Professional Employees	1,312.98	1,318.18	5.20
Object 131-Other Professional Employees	134.25	136.38	2.13
Object 138-Nurse Employees	20.90	21.40	0.50
Object 141-Technical Employees	72.78	71.78	-1.00
Object 151-Office & Clerical Employees	153.13	155.31	2.19
Object 161-Crafts & Trade Employees	32.80	32.80	0.00
Object 165-Specialist/Supervisor Crafts & Trade Employees	6.00	6.00	0.00
Object 171-Transportation Driver Employees	84.10	73.34	-10.76
Object 181-Groundkeeper Employees	5.00	5.00	0.00
Object 191-Custodial Engineer/Service Worker Employees	45.50	45.00	-0.50
Object 195-Custodial/Service/Guard/Bus Monitor Employees	150.25	135.28	-14.98
Total FTE's	2,453.84	2,440.58	-13.26

CONSENT AGENDA

BA-21-009/11 Personnel Report (Linda Noggle)

Exhibit: BA-21-009/11.1-2

Action Item

Recommendation:

It is recommended that the Board of Education approve the Personnel Report.

APPOINTMENTS - SALARIED STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Lietz, Jason	\$68,000.00	Construction Proj. Spec. ELSC	3/1/2021

RESIGNATIONS - SALARIED STAFF

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Johnson, Jacob	Personal	WM Soccer HD Washington	2/4/2021
Pottratz, Payton	Personal	WM Soccer Asst. Washington	2/8/2021

APPOINTMENTS - HOURLY STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Akhter, Saba	\$12.24	Food Service Asst. Nixon	2/16/2021
Bruner-Partee, Jennifer	\$15.03	Secondary Cook McKinley	2/8/2021
Keller, Christopher	\$16.75	Custodian II Floater ELSC	3/1/2021
King, Allen	\$18.71	Bus Driver ELSC	2/15/2021
Pauley, Sandra	\$18.47	Custodian I Grant Wood	2/16/2021
Zimmerman, Joel	\$16.75	Custodian II Floater ELSC	2/15/2021

CHANGE OF GRADE / POSITION - HOURLY STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Bartolotta, Josephine	\$16.75	Custodian II Viola Gibson	2/8/2021
Carrick, Stephen	\$18.47	Custodian I Coolidge	2/15/2021
Hageman, Erica	\$15.89	Principal's Secretary Harding	2/8/2021

Pauley, Sandra	\$18.47	Custodian I Grant Wood	2/16/2021
Schultz, Kelly	\$12.24	Food Service Asst. Taylor	2/18/2021
Trickey, Ben	\$16.75	Custodian II Floater ELSC	2/15/2021

RESIGNATIONS - HOURLY STAFF

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Cox, Travis	Personal	Custodian Coolidge	2/12/2021
Harper, Lynnette	Personal	Custodian ELSC	2/11/2021
Hutchcroft, Karen	Personal	Paraprofessional Jackson	2/22/2021
Nesbitt, Connie	Personal	Bus Attendant ELSC	1/5/2021
Norton, Alisha	Personal	Child Care Prof. Collins Aerospace	2/12/2021
Powell, Christine	Personal	Custodian Kenwood	2/11/2021

SHORT TERM CONTRACTS

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Busch, Diane	\$12,000.00	Secretary Sub Various Locations	2/1/2021

CONSENT AGENDA

BA-21-245 **Amended Memorandum of Understanding - Cedar Rapids Community School District and Verizon Innovative Learning System - 2021-2023 School Years (Craig Barnum)**

Exhibit: BA-21-245.1-20

Action Item

Pertinent Fact(s):

1. The addendum to the Memorandum of Understanding was additional language added to reflect the \$5,000 stipend given to each building to support professional learning.
2. The Memorandum of Understanding is a requirement for the Digital Promise Grant. The Grant will give students without internet access that attend Wilson Middle School and Metro High School an internet hotspot for the next two years. The Grant also provides funds for both schools to provide additional digital literacy professional development for teachers. Wilson and Metro were the only two buildings that qualified for the Grant's requirements.

Recommendation:

It is recommended that the Board of Education approve the Memorandum of Understanding Cedar Rapids Community School District and Verizon Innovative Learning System - 2021-2023 School Years.

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Memorandum of Understanding

Between

Digital Promise Global

And

Cedar Rapids Community Schools

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Digital Promise Global (“Digital Promise”) and Cedar Rapids Community Schools to create innovative learning environments and document the Project so others can learn from the experiences of Metro High School and Wilson Middle School (“the Project”).

Background

The Verizon Innovative Learning Schools program (the Program) is part of a grant given to Digital Promise by the Verizon Corporate Resource Group LLC (“VCRG”) and Cellco Partnership d/b/a Verizon Wireless (“VZW”), both having their principal office at One Verizon Way, Basking Ridge, New Jersey 07920. Digital Promise, with support from VCRG and VZW, is partnering with a number of U.S. middle schools to create innovative learning environments and document the process so others can learn from the experiences of these schools.

In all cases, District may be inferred to mean Charter School Network.

Purpose

This MOU provides an outline of how Digital Promise and Cedar Rapids Community Schools will work together to create innovative learning environments and document the Program.

Digital Promise will provide:

- A mobile hotspot device for each student with demonstrated need for reliable, high speed internet access during the two years of the Project. Each device will be equipped with a monthly data plan of 30 GB for access to education resources on the Internet when the user is away from school. Increases in student enrollment will be supported by additional devices.
- Financial support for a VILS Liaison who will provide instructional coaching to teachers (\$5,000 for schools with 50 or fewer teachers per year, \$8,500 for schools with 51+ per year)
- Virtual professional learning opportunities for all teachers involved in the Project

Cedar Rapids Community Schools will provide Points of Contact who will serve the following roles, and who will participate in regular meetings with Digital Promise and Verizon Corporate Resource Group LLC, including:

The Principal Lead is a school-based administrator (preferably principal or assistant principal) who will be a primary point of contact for school communication with Digital Promise and Verizon Corporate Resource Group LLC. This person should work closely with the District IT Lead and school Liaison to align District and school goals with professional learning and ensure systems are in place for teachers to participate in professional learning and for teachers and students to effectively leverage technology. Key responsibilities:

- Communicate how the Program aligns with and supports school goals
- Identify and support school-based Liaison
- Clarify and support expectations for Liaison and Teachers
- Ensure at least 30% of faculty submits at least 1 Digital Promise VILS microcredential each semester
- Communicate with parents and community about school’s role within the Program

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

- Work with District leadership and IT to ensure devices are managed effectively and repaired or replaced promptly. Communicate process to families
- Create a resource procurement process for teachers

A Liaison assigned to each VIL school and assigned specifically to the outcomes of this Program.

The Liaison is a school-based point of contact for the Program. Their primary role is to support professional learning for all teachers participating in the program. It is strongly preferred that this role be filled by an individual who has prior instructional coaching experience. If a prospective VILS Liaison does not have prior coaching experience, they have the option of participating in a VILS coaching pathway.

Key responsibilities:

- Works closely with district and school leadership to ensure school meets all Program objectives.
- Manages the hotspots inventory, including oversight of any issues related to distribution, tracking, return, and replacement of any damaged or missing hotspots.
- Supports teachers in professional learning, and ensures that the school achieves its target of at least 30% of teachers submitting at least 1 micro-credential each semester.
- Participates in the professional learning aligned to micro-credentials and other professional learning opportunities alongside teaching staff.
- Documents the Program's impact on students, teachers, and school culture, and shares key milestones with VILS, reporting on successes and accomplishments as well as any challenges.
- Participates in quarterly Program webinars.
- Works closely with the School-based IT Lead to manage any technical issues that may arise with hotspots.

The District IT Lead is a district-level employee who will be the primary point of contact with Digital Promise and Verizon for the management of hotspots and any technology issues that may arise. This person should be able to set up, filter, and manage all hotspots in the program, while working closely with the School IT Lead at each school to resolve incidents and create support structures at the school level.

Key responsibilities:

- Serve as Point of Contact for escalation related to IT
- Create and track inventory of all hotspots, including implementing a system for asset tags.
- Implement a filtering solution to ensure that all content accessed through the hotspots is filtered.
- Work with district leadership and IT to ensure hotspots are managed effectively and repaired or replaced promptly if damaged or lost.
- Create support structures for schools to ensure timely and effective support for device or technology incidents.
- Work with District/school leadership to communicate support structures and all IT processes clearly to all staff.
- Track and analyze device inventory and incidents and report them twice per year to Digital Promise and Verizon Corporate Resource Group LLC.
- Participate in quarterly VILS Connect IT webinars.

If there are changes to these roles, the district is responsible for notifying Digital Promise in writing via email to vils@digitalpromise.org within one week of the change. The district is responsible for orienting the new employee in their role within the Program. This person also must meet with their designated VILS professional learning team member and VILS Technical Project Director within 4 weeks of assuming their new role for an onboarding session.

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Key Responsibilities

Cedar Rapids Community Schools also agrees to fulfill the following:

- All schools in the Program are currently 1:1 with all students taking devices home daily.
- Filtering and technical support for the deployment of all Program devices, including asset tags to assist in tracking and identifying devices without revealing any personally identifiable student information to Digital Promise or any of the Verizon entities. (District may incur costs associated with this.) District is responsible for ensuring that lost / stolen devices are immediately reported so the data plans can be immediately disabled. District is responsible for replacing all lost / stolen devices without requiring families take on burden of full replacement cost.
- The number of students who need hotspot devices will be determined through a District approved process for demonstrating need.
- District is responsible for repair and replacement of hotspot devices. District shall update inventory for devices provided to replace non-repairable devices, and notify Digital Promise for data plan transfers.
- For lost or stolen devices, District shall be responsible for providing replacement hot spot devices with the same connectivity capabilities as those lost or stolen (e.g., LTE connectivity in the case of lost or stolen LTE devices). District shall ensure that replacement devices are properly deployed, and notify Digital Promise for data plan transfers.
- Implementation of an overall strategy that includes appropriate school and District policies and practices associated with Internet filtering, student privacy and data security and the development of digital responsibility among all Project device users. Filtering should strictly adhere to all requirements set forth by legal policies such as COPPA, CIPA, and FERPA.
- An End User Agreement signed by all District employees and a parent/guardian of all students upon receipt of a Program device. Digital Promise will provide the forms, found in Exhibits B and C of this document. The District will collect and store agreements in paper or digital format for as long as the user is in the Project, and schools shall retrieve these agreements upon request by Digital Promise.
- An IT Support Plan that outlines handling IT issues both at school and District levels.
- Assistance to Digital Promise in documenting the planning and implementation process throughout the Project, as well as collecting and disseminating best practices that come out of the Project.
- All educators at each school are able to participate in virtual, VILS professional learning. Each semester at least 30% of teachers expected to submit for at least 1 VILS micro-credential
- VILS Program district and School leads will participate in at least quarterly Webinars / Virtual conferences focused on advancing the Program goals, and will be responsive to requests to check-in on program implementation monthly.
- School leaders must develop a plan to impact all students in the building through teacher training

Marketing and Publicity

District agrees to participate in marketing and publicity efforts as directed by the Verizon Corporate Resource Group LLC and Digital Promise. (Branding, press releases, inviting press and local officials to Project-related events). District agrees to display signage provided by the Verizon Corporate Resource Group LLC and Digital Promise.

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Compliance with Applicable Laws

The District will comply with all applicable laws, including Federal, state, District, and local laws, regulations, and policies governing student privacy.

Terms

VCRG and VZW have reserved the right to terminate the grant to Digital Promise for any reason, end all services connected to the grant, and require the return of all devices distributed through the grant. Therefore, Digital Promise reserves the right to terminate this agreement for any reason, end all services connected to the agreement, and require that all devices distributed through the agreement be returned to Digital Promise.

The District will manage the distribution of devices in such a way that Digital Promise may inform the District of any misuse of the devices identified by the Verizon Corporate Resource Group LLC without Digital Promise having access to personally identifiable information. In the event of any misuse of devices, the District will take such actions as Digital Promise may require to cure any such misuse.

The District will assist Digital Promise and the Verizon Corporate Resource Group LLC in securing media releases. Parents of students or students who are 18 or older may opt out of image use, thereby refusing the release of photographs and video/audio recordings made during school hours, school events, and other similar activities. If students or parents of students have opted out then these students' likenesses and voices may not be used in any photographic or audio storytelling done as part of the Program and the District will help manage this process.

Exhibit D – Device and Service Program Guidelines provides a description of guidelines for the Program.

At the end of the two-year Program, the Verizon Corporate Resource Group LLC will discontinue wireless service to the devices.

Funding

The hotspots will ship to the address provided by the school District.

Digital Promise will provide \$5,000 per school per school year in funding to support the school liaison position for each participating school. Funding will be made to the school District for appropriate distribution on the following schedule:

- Within forty-five days of receiving the fully executed MOU, District will receive \$2,500 per school (half year stipend) for the spring 2021 semester.
- In July 2021, District will receive \$5,000 per school for the 2021-2022 school year.
- In July 2022, District will receive \$5,000 per school for the 2022-2023 school year.

Digital Promise may, at its discretion, provide funding to Districts to support travel for coaches and teachers to convene at Program events. Digital Promise will provide travel and expenses for any required

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

convenings for coaches or other District staff or school faculty.

Escalation and Extension

Should the District or School not fulfil the expectations of the Program, an escalation process will be followed.

- District or School will be informed of issue. District will be notified of any School-specific issues.
- District or School will have 30 days to resolve issue and communicate resolution to Digital Promise.
- Any issues not resolved within 30 days may result in termination of data services, funding, and/or professional learning support.

Examples of issues that may result in reporting and escalation include but are not limited to the following:

- Liaison not available to fulfill requirements of their role
- Minimum of 30% of teachers not submitting at least 1 micro-credentials
- Devices not repaired or replaced in a timely manner
- Not providing adequate time for teachers to engage in professional learning

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from Digital Promise and Cedar Rapids Community Schools. This MOU shall become effective upon signature by the authorized officials from Digital Promise and Cedar Rapids Community Schools and will remain in effect until modified by mutual consent or terminated by any one of the partners. In the absence of mutual agreement by the authorized officials from Digital Promise and Cedar Rapids Community Schools this MOU shall end on July 30, 2023.

Non-compliance with this MOU may result in termination of data services, funding, and/or professional learning support.

Exhibits

This document includes the following exhibits:

- Exhibit A – Verizon Wireless Philanthropic Device Plan
- Exhibit B – End User Agreement
- Exhibit C – End User Agreement for a Minor (this form is in development)
- Exhibit D – Device and Service Program Guidelines

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Contact Information

Digital Promise Global
Kathryn Petrillo-Smith
Chief Operating Officer^(SEP)
1001 Connecticut Avenue, NW, Suite 935
Washington, DC 20036
703-861-1556
operations@digitalpromise.org

Cedar Rapids Community Schools
Laurel A. Day
Board Secretary
2500 Edgewood Rd. NW Cedar Rapids, IA 52402
319-558-2216
LDay@crschools.us
Sales Tax Permit Number: 57-024028

Signature: _____ Date: _____

Kathryn Petrillo-Smith
Digital Promise
Chief Operating Officer

Signature: _____ Date: _____

Laurel A. Day
Cedar Rapids Community Schools
Board Secretary

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

The following people have read this MOU and agree to fulfill their responsibilities outlined in it associated with their roles.

1. IT Lead (Point of Contact)
2. Principals

Signature: _____ Date: _____

Jeff Lucas, VILS IT Lead
Cedar Rapids Community Schools
Technology Manager

Signature: _____ Date: _____

Dan Devore, Principal
Cedar Rapids Community Schools
Principal, Metro High School

Signature: _____ Date: _____

Mike Waters, Principal
Cedar Rapids Community Schools
Principal, Wilson Middle School

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Exhibit A

Monthly Access Fee	\$0.00
Monthly Data Allowance	Unlimited*

Notes: This plan is available for Tablets, Mifis, Jetpacks or other devices that can be connected to the Verizon Wireless network. Coverage not available everywhere. 4G service requires 4G equipment and 4G coverage. Current coverage details can be found at www.verizonwireless.com. Verizon Corporate Resource Group LLC may choose to make 5G service available hereunder in its sole discretion. Any 5G service made available hereunder requires 5G equipment and 5G coverage. **Data Services:** *If an End User use more than 30 GB of data in any given month, Verizon Wireless reserves the right to limit the data throughput speed of additional data usage to the then-current 3G or 1x speeds during that given month and/or to suspend service without notice. Unless expressly permitted by Verizon, Mobile Hotspot/Mobile Broadband Connect services are not available on this Plan. Many services and applications offered through your device may be provided by third parties. Before you use, link to or download a service provided by a third party, or an application such as a non-Verizon Wireless location-based GPS-type service, chat room, marketplace or social network from your device, you should review the terms of such service or application and applicable privacy policy. Personal information you submit may be read, collected or used by the service or application provider and/or other users of forums. Verizon Wireless is not responsible for any information, content or services you access, download or use. You are responsible for maintaining virus and other Internet security protections when accessing service. For additional information, visit the Verizon Content Policy at <https://www.verizon.com/about/our-compnay/company-policies> . We are implementing optimization and transcoding technologies in our network to transmit data files in a more efficient manner to allow available network capacity to benefit the greatest number of users. These techniques include caching less data, using less capacity, and sizing the video more appropriately for the device. The optimization process is agnostic to the content itself and to the website that provides it. While we invest much effort to avoid changing text, image, and video files in the compression process, and while any change to the file is likely to be indiscernible, the optimization process may minimally impact the appearance of the file as displayed on your device. For a further, more detailed explanation of these techniques, please visit <https://www.verizonwireless.com/support/other-wireless-topics/> . **Data Services: Permitted Uses.** You can use our Data Services for accessing the Internet and for such things as: (i) Internet browsing; (ii) email; (iii) intranet access (including accessing corporate intranets, email and individual productivity applications made available by your company); (iv) uploading, downloading and streaming of audio and video; and (v) Voice over Internet Protocol (VoIP). **Data Services: Prohibited Uses.** You may not use our Data Services for illegal purposes or purposes that infringe upon others' intellectual property rights, or in a manner that interferes with other users' service; that violates trade and economic sanctions and prohibitions as promulgated by the departments of Commerce, Treasury or any other U.S. government agency; that interferes with the network's ability to fairly allocate capacity among users or that otherwise degrades service quality for other users; or for uploading, downloading or streaming of games. Examples of prohibited usage

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include: (i) server devices or host computer applications that are broadcast to multiple servers or recipients such that they could enable “bots” or similar routines (as set forth in more detail in (ii) below) or otherwise degrade network capacity or functionality; (ii) “auto-responders,” “cancel-bots,” or similar automated or manual routines that generate amounts of net traffic that could disrupt net user groups or email use by others; (iii) generating “spam” or unsolicited commercial or bulk email (or activities that facilitate the dissemination of such email); (iv) any activity that adversely affects the ability of other users or systems to use either Verizon Wireless’ services or the Internet-based resources of others, including the generation or dissemination of viruses, malware or “denial of service” attacks; (v) accessing, or attempting to access without authority, the information, accounts or devices of others, or to penetrate, or attempt to penetrate, Verizon Wireless’ or another entity’s network or systems; or (vi) running software or other devices that maintain continuous active Internet connections when a computer’s connection would otherwise be idle, or “keep alive” functions, unless they adhere to Verizon Wireless’ requirements for usage, which may be changed from time to time. We further reserve the right to take measures to protect our network and other users from harm, compromised capacity or degradation in performance. These measures may impact your service, and we reserve the right to deny, modify or terminate service, with or without notice, to anyone we believe is using Data Services in a manner that adversely impacts our network. We may monitor your compliance, or other subscribers’ compliance, with these terms and conditions, but we will not monitor the content of your communications except as otherwise expressly permitted or required by law. [See verizonwireless.com/privacy]

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Exhibit B
END USER PARTICIPATION AGREEMENT

This END USER PARTICIPATION AGREEMENT (this "Agreement"), effective as of the date executed below ("Effective Date"), is entered into by and between **Digital Promise** (the "Grantee") and _____ (the "End User" or "you" or "Your") collectively referred to herein as the "Parties."

By your signature, you acknowledge and agree to the following:

PURPOSE

1. You will receive a wireless device and service at no charge in order to facilitate your participation in the Verizon Innovative Learning Schools program. The wireless device has been donated by Digital Promise and service has been donated by Verizon Wireless and are provided to you by the Grantee under the terms and conditions of this Agreement. This Agreement may be terminated at any time by Verizon Wireless or Digital Promise for any reason. The term of this Agreement shall be from the date of execution by you until you are no longer an active participant in the program.

WIRELESS DEVICE AND SERVICE

2. The wireless device is intended for your use alone, solely for purposes of the program, and it cannot be sold or transferred to any other person or entity. Verizon Wireless will provide voice and/or data service solely to facilitate your participation in the program; however, if you have excessive usage, make international calls/text messages with your wireless device, stream games, or stream audio/video other than in connection with the program, your service may be limited, slowed or terminated without notice. At the end of your participation in the study, Verizon Wireless will discontinue wireless service to the device and you agree to return the device to Grantee.

TREATMENT OF INFORMATION ASSOCIATED WITH USE OF THE DEVICE AND SERVICE

3. Information about your use of the wireless device and service, including, but not limited to, details of when you used data services or placed calls and to whom, is information of the Grantee, as the customer of record for the device and service. Therefore, this information may be accessed by and shared with Grantee, and those parties to whom Grantee authorizes, including the Verizon Corporate Resource Group LLC ("VCRG"). No personally identifiable information or content will be accessible by VCRG.

FAILURE AND/OR DISRUPTION OF SERVICES

4. Cellco Partnership d/b/a Verizon Wireless ("Verizon Wireless") or its vendors and suppliers shall have no liability whatsoever for End User's losses, claims or damages for any cause whatsoever, including direct, indirect, special, consequential, treble or punitive damages, or for limitations in service, including but not limited to, any failure or disruption of services provided hereunder, regardless of the form of action, whether in contract or in tort or otherwise. This limitation includes losses, damages, claims or expenses of any kind arising out of the use or attempted use of the services, or inability to access life support or monitoring systems or devices, 911 or E911 or other emergency call or service. You shall not be deemed a third-party beneficiary of any contract between the Grantee and Verizon Wireless.

ARBITRATION

5. **END USER AGREES THAT, TO THE FULLEST EXTENT PROVIDED BY LAW:**

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

(i) ANY CONTROVERSY OR CLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT, OR TO ANY DEVICE OR SERVICE PROVIDED UNDER OR IN CONNECTION WITH THIS AGREEMENT, WILL BE SETTLED BY INDEPENDENT ARBITRATION INVOLVING A NEUTRAL ARBITRATOR AND ADMINISTERED BY THE AMERICAN ARBITRATION ASSOCIATION (“AAA”) UNDER WIRELESS INDUSTRY ARBITRATION (“WIA”) RULES, AS MODIFIED BY THIS AGREEMENT. WIA RULES AND FEE INFORMATION ARE AVAILABLE FROM THE AAA at www.adr.org. **ARBITRATION IS NOT A COURT PROCEEDING. THE RULES OF ARBITRATION DIFFER FROM THE RULES OF COURT. THERE IS NO JUDGE OR JURY IN AN ARBITRATION PROCEEDING.** THIS ARBITRATION CLAUSE SHALL APPLY TO ANY CLAIMS THAT END USER MIGHT SEEK TO ASSERT AGAINST GRANTEE OR VERIZON WIRELESS AND TO ANY CLAIMS THAT GRANTEE OR VERIZON WIRELESS MIGHT SEEK TO ASSERT AGAINST END USER. VERIZON WIRELESS IS A THIRD PARTY BENEFICIARY OF THIS AGREEMENT FOR SUCH PURPOSE.

(ii) The Federal Arbitration Act applies to this Agreement. **EVEN IF APPLICABLE LAW PERMITS CLASS ACTIONS OR CLASS ARBITRATIONS, END USER WAIVES ANY RIGHT TO PURSUE ON A CLASS BASIS ANY SUCH CONTROVERSY OR CLAIM AGAINST GRANTEE OR VERIZON WIRELESS, OR ANY OF THEIR AFFILIATES OR PREDECESSORS IN INTEREST.** If multiple claims are joined in one action, some of which would not be subject to arbitration, the latter claims must be stayed until any claims in that action that are subject to arbitration have been resolved. If claims are asserted against multiple parties, some of whom are not required to arbitrate, the claims subject to arbitration must be severed; However, End User retains his/her right to file a complaint with any regulatory agency or commission.

(iii) No arbitrator has authority to award relief in excess of what this Agreement provides, or to order consolidation or class arbitration, except that an arbitrator deciding a claim arising out of or relating to a prior agreement may grant as much substantive relief on a non-class basis as such prior agreement would permit. In all arbitrations, the arbitrator must give effect to applicable statutes of limitations and will decide whether an issue is arbitrable or not. In a Large/Complex Case arbitration, the arbitrators must also apply the Federal Rules of Evidence and the losing party may have the award reviewed by a review panel consisting of three (3) arbitrators.

Individual (End User):	Digital Promise (Grantee):
Sign Here:	Sign Here:
Print Name:	Print Name:
Address:	Address:
Date:	Date:

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Please initial each line below to confirm your understanding and agreement:

Initial	
	I understand that I need to monitor my data usage so that it does not exceed 30 GB per month and that I may not stream audio or video except in connection with the program, and that I may not stream games.
	I agree not to allow any other devices to access the device's personal hotspot.
	I agree not to remove any hardware (i.e. SIM chip) or software from the device unless authorized by Verizon.
	I agree to use my assigned device only within the 50 states of the United States of America.
	If my assigned wireless device is lost or stolen, I agree to report it immediately to the school VILS Liaison or principal who will then notify Digital Promise.
	I understand that if my device becomes inoperable due to a manufacturer's defect, I will return the device to the school and exchange it for an operating device. I understand that if I receive a device and it is lost, stolen or damaged, I may have limited use of the device in accordance with school procedures.
	I understand that Verizon Wireless or VCRG can suspend or terminate service at any time, without notice.

I understand if I violate any of these terms, I may be removed from the program and must return my assigned wireless device to the School Principal who will return it to the District Lead.

End User _____

Date _____

Student Name: _____

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Exhibit C
MINOR STUDENT END USER PARTICIPATION AGREEMENT

This MINOR PARTICIPANT END USER PARTICIPATION AGREEMENT (this "Agreement"), effective as of the date executed below ("Effective Date"), is entered into by and between **Digital Promise** (the "Grantee") and _____ (the parent or guardian of the minor participating in the Verizon Innovative Learning Schools program (the "Minor Participant"), who shall be referred to as the "End User" or "you" or "Your") collectively referred to herein as the "Parties."

By your signature, you acknowledge and agree to the following:

PURPOSE

1. Minor Participant will receive a wireless device and service at no charge in order to facilitate participation in the Verizon Innovative Learning Schools program. The wireless device has been donated by Digital Promise and service has been donated by Verizon Wireless and are provided to you by the Grantee under the terms and conditions of this Agreement. This Agreement may be terminated at any time by Verizon Wireless or Digital Promise for any reason. The term of this Agreement shall be from the date of execution by parent/guardian until Minor Participant is no longer an active participant in the program.

WIRELESS DEVICE AND SERVICE

2. The wireless device is intended for Minor Participant's use alone, solely for purposes of the program, and it cannot be sold or transferred to any other person or entity. Verizon Wireless will provide voice and/or data service solely to facilitate participation in the program; however, if Minor Participant has excessive usage, makes international calls/text messages with the wireless device, streams audio or video other than in connection with the program, or streams games, the service may be limited, slowed or terminated without notice. At the end of Minor Participant's participation in the study, Verizon Wireless will discontinue wireless service to the device and you agree to return the device to Grantee.

TREATMENT OF INFORMATION ASSOCIATED WITH USE OF THE DEVICE AND SERVICE

3. Information about the Minor Participant's use of the wireless device and service, including, but not limited to, details of when he or she used data services or placed calls and to whom, is information of the Grantee, as the customer of record for the device and service. Therefore, this information may be accessed by and shared with Grantee, and those parties to whom Grantee authorizes, including VCRG. No personally identifiable information or content will be accessible by VCRG.

FAILURE AND/OR DISRUPTION OF SERVICES

4. Cellco Partnership d/b/a Verizon Wireless ("Verizon Wireless") or its vendors and suppliers shall have no liability whatsoever for End User's losses, claims or damages for any cause whatsoever, including direct, indirect, special, consequential, treble or punitive damages, or for limitations in service, including but not limited to, any failure or disruption of services provided hereunder, regardless of the form of action, whether in contract or in tort or otherwise. This limitation includes losses, damages, claims or expenses of any kind arising out of the use or attempted use of the services, or inability to access life support or monitoring systems or devices, 911 or E911 or other emergency call or service. You shall not be deemed a third-party beneficiary of any contract between the Grantee and Verizon Wireless.

ARBITRATION

5. **END USER AGREES THAT, TO THE FULLEST EXTENT PROVIDED BY LAW:**

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

(i) ANY CONTROVERSY OR CLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT, OR TO ANY DEVICE OR SERVICE PROVIDED UNDER OR IN CONNECTION WITH THIS AGREEMENT, WILL BE SETTLED BY INDEPENDENT ARBITRATION INVOLVING A NEUTRAL ARBITRATOR AND ADMINISTERED BY THE AMERICAN ARBITRATION ASSOCIATION (“AAA”) UNDER WIRELESS INDUSTRY ARBITRATION (“WIA”) RULES, AS MODIFIED BY THIS AGREEMENT. WIA RULES AND FEE INFORMATION ARE AVAILABLE FROM THE AAA at www.adr.org. **ARBITRATION IS NOT A COURT PROCEEDING. THE RULES OF ARBITRATION DIFFER FROM THE RULES OF COURT. THERE IS NO JUDGE OR JURY IN AN ARBITRATION PROCEEDING.** THIS ARBITRATION CLAUSE SHALL APPLY TO ANY CLAIMS THAT END USER MIGHT SEEK TO ASSERT AGAINST GRANTEE OR VERIZON WIRELESS AND TO ANY CLAIMS THAT GRANTEE OR VERIZON WIRELESS MIGHT SEEK TO ASSERT AGAINST END USER. VERIZON WIRELESS IS A THIRD PARTY BENEFICIARY OF THIS AGREEMENT FOR SUCH PURPOSE.

(ii) The Federal Arbitration Act applies to this Agreement. **EVEN IF APPLICABLE LAW PERMITS CLASS ACTIONS OR CLASS ARBITRATIONS, END USER WAIVES ANY RIGHT TO PURSUE ON A CLASS BASIS ANY SUCH CONTROVERSY OR CLAIM AGAINST GRANTEE OR VERIZON WIRELESS, OR ANY OF THEIR AFFILIATES OR PREDECESSORS IN INTEREST.** If multiple claims are joined in one action, some of which would not be subject to arbitration, the latter claims must be stayed until any claims in that action that are subject to arbitration have been resolved. If claims are asserted against multiple parties, some of whom are not required to arbitrate, the claims subject to arbitration must be severed; However, End User retains his/her right to file a complaint with any regulatory agency or commission.

(iii) No arbitrator has authority to award relief in excess of what this Agreement provides, or to order consolidation or class arbitration, except that an arbitrator deciding a claim arising out of or relating to a prior agreement may grant as much substantive relief on a non-class basis as such prior agreement would permit. In all arbitrations, the arbitrator must give effect to applicable statutes of limitations and will decide whether an issue is arbitrable or not. In a Large/Complex Case arbitration, the arbitrators must also apply the Federal Rules of Evidence and the losing party may have the award reviewed by a review panel consisting of three (3) arbitrators. .

Parent or Guardian:	Digital Promise:
Sign Here:	Sign Here:
Print Name:	Print Name: Kathryn Petrillo-Smith
Address:	Address: 1001 Connecticut Ave NW, #935 Washington, DC 20036
Date:	Date:
Name of student participant:	

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Student Name: _____ Parent/Guardian Name: _____

Parent/Guardian and Student Checklist

Please initial each line below to confirm your understanding and agreement:

Initial

P/G	I understand that I need to monitor my data usage so that it does not exceed 30 GB per month and that I may not stream audio or video except in connection with the program, and that I may not stream games.
S	
P/G	I agree not to allow any other devices to access the device's personal hotspot.
S	
P/G	I agree not to remove any hardware (i.e. SIM chip) or software from the device unless authorized by VCRG or Verizon Wireless.
S	
P/G	I agree to use my assigned device only within the 50 states of the United States of America.
S	
P/G	If my assigned wireless device is lost or stolen, I agree to report it immediately to the school VILS Liaison or principal who will then notify Digital Promise.
S	
P/G	I understand that if my device becomes inoperable due to a manufacturer's defect, I will return the device to the school and exchange it for an operating device. I understand that if I receive a device and it is lost, stolen or damaged, I may have limited use of the device in accordance with school procedures.
S	
P/G	I understand that Digital Promise, Verizon Wireless or VCRG can suspend or terminate service at any time, without notice.
S	
P/G	I agree to be kind and safe in my digital interactions with others and to take care of the device assigned to me.
S	

I understand if I violate any of these terms, I may be required to return my assigned wireless device to the Principal who will return it to the District IT Lead.

Parent/Guardian

Date

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

Student

Date

Exhibit D

Verizon Innovative Learning Schools

Directed by Digital Promise

With support from

Verizon Corporate Resource Group LLC

And

Verizon Wireless

Device and Service Program Guidelines

Version #1.1

July 8, 2014

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

PROGRAM OVERVIEW

You are receiving these program guidelines as an educational partner implementing an education program in partnership with Digital Promise and VCRG and VZW.

TECHNOLOGY PACKAGE

- Verizon mobile network enabled devices, model to be determined by Verizon based on local program requirements
- A device data plan
- Data usage not to exceed 30 GB per month for a maximum of two years from the Effective Date of the Partnership Agreement

END USER AGREEMENT AND DATA USAGE MONITORING

- Each program participant who receives a device must complete an End User or Minor Participant End User Agreement, as applicable.
- The End User and Minor Participant End User Agreements are provided in the Digital Promise Memorandum of Agreement, Exhibits B and C.
- All End User and Minor Participant End User Agreements are kept on-site at the District Lead's office. The End User and Minor Participant End User Agreements are not to be sent to Digital Promise or the Verizon Corporate Resource Group LLC.
- It may be helpful for program monitoring to set up a simple spreadsheet tracker to keep track of devices and whom they were distributed to (identification codes can be used for participants to maintain anonymity).
- If a program participant violates the data usage on devices, the Digital Promise Lead will be alerted to address with the District Lead who will address with the program participant.

PROGRAM GUIDELINES

- Program offered in conjunction with the Digital Promise partnership only.
- Devices are for use by authorized participants only.
- There is a data limit of 30 GB per month on the lines of service for all smartphones and tablets . Verizon Corporate Resource Group LLC may, in its sole discretion, increase the foregoing data limit for certain lines of service for certain smartphones and tablets.
- The Verizon Corporate Resource Group LLC will terminate wireless service to the devices being used by the participants at the end of the program.

DEVICE LIMITATIONS

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

The following limitations are placed on each device within the VILS program:

- No billable or paid applications (apps) shall be downloaded.
- Unless Verizon has agreed that personal hotspot use is permitted, personal hotspots on the device shall not be used.
- Hardware (i.e. SIM chip) or software shall not be removed from the device unless authorized by the Verizon Corporate Resource Group LLC.
- Devices can only be used within the 50 states of the United States of America.
- No calls, text, video or picture messages can be made to Canada, Mexico or other international locations.
- Roaming charges are not permitted.
- If a device is lost, stolen or damaged, it must be reported immediately by the participant to the school principal who must notify the District Lead who in turn must notify Digital Promise who in turn must notify the VCRG Lead immediately.
- Digital Promise, Verizon Wireless or VCRG can suspend or terminate service at any time, without notice.

DATA USAGE VIOLATIONS POLICY

- The Verizon Corporate Resource Group LLC will actively monitor the devices and wireless accounts monthly for program compliance.
- Should any End User exceed the maximum allowable data for the monitoring period, the following Program Violations Policy will apply:
 - Data usage of 30 GB or more over the program limit in any month will result in a warning the first time the excess usage occurs. If the participant exceeds the data usage limit a second time, the service will be suspended and the participant will be removed from the program.
 - Upon removal from the program and collection of the assigned device, the device may be reassigned to a new program participant. Notification of the change must be made to VCRG for reactivation of the service to the device.

RESPONSIBILITIES

- Devices will be shipped directly from Verizon to each program site.
- Identification of a program lead and his/her respective contact information must be conveyed to Digital Promise.
- It is the responsibility of the local Lead to communicate the guidelines on the program, device and data usage compliance to the program participants.

ACTIVATION OF DEVICES

- All devices are shipped to the local Lead pre-activated for wireless service.
- It is the responsibility of the local Lead to secure, distribute and assist with any activation instructions.
- Upon receipt of devices, confirmation of receipt of shipment is required to be communicated to Digital Promise within 24 hours.
- Upon receipt of devices, the local Lead should take a full inventory and report

Digital Promise Global - Cedar Rapids Community Schools

Memorandum of Understanding

any discrepancies to Digital Promise within 30 days.

TROUBLESHOOTING AND MAINTENANCE

- **Verizon Wireless Devices**
- *Participants should not go to a Verizon Wireless store for issues with their device.*
- If you have a problem with data service on a device or a hardware/software issue that is covered under the one-year warranty, please reach out to the VILS helpdesk: helpdesk@vils.freshservice.com for assistance.

CONSENT AGENDA

BA-21-246 Activity Fund Engagement Letter with RSM US LLP (David Nicholson)

Exhibit: BA-21-246.1-6

Information Item

Pertinent Fact(s):

As requested by the Board of Education, the Activity Fund Engagement letter was prepared by RSM US LLP for the agreed upon procedures related to the Spring Activity Fund review of financial activity to be conducted at all secondary schools. The procedures are aligned with District established cash management procedures.



February 17, 2021

Board of Education and Audit Committee
Cedar Rapids Community School District
2500 Edgewood Road NW
Cedar Rapids, IA 52405

RSM US LLP

4650 E 53rd St
Davenport, IA 52807

T +1 563 888 4000
F +1 563 324 6939

www.rsmus.com

Attention: David Nicholson, Executive Director—Business Services

This letter is to explain our understanding of the arrangements for, and the nature and limitations of, the services we are to perform for Cedar Rapids Community School District (the District) with respect to the District Activity Fund accounts of for each middle school and high school during the period from January 1, 2021 to March 31, 2021 (the Subject Matter). The District is responsible for the Subject Matter. The specific procedures to be performed are included as an attachment to this letter.

Engagement Services

Our engagement will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Because the procedures included in the attachment to this letter do not constitute an examination or review, the objective of which is the expression of an opinion or conclusion, respectively, we will not express an opinion or any other form of assurance thereon and if additional procedures were to be performed, other matters might have come to our attention.

At the conclusion of our engagement, we will submit a report in letter form outlining the procedures performed and our findings resulting from the procedures performed.

Our report will contain a statement that it is intended solely for the use of the District and should not be used by those who have not agreed to the procedures and taken responsibility for the appropriateness of the procedures for their purposes.

The procedures that we will perform are not designed and cannot be relied upon to disclose errors, fraud or illegal acts, should any exist. However, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential.

Furthermore, the procedures were not designed to provide assurance on internal control or identify significant deficiencies or material weaknesses. However, we will communicate to management and those charged with governance any significant deficiencies or material weaknesses that become known to us during the course of the engagement.

Cedar Rapids Community School District's Responsibilities

The appropriateness of the procedures included in the attachment is solely the responsibility of the District. We make no representation regarding the appropriateness of the procedures described above, either for the purpose for which these services have been requested or for any other purpose. At the conclusion of the engagement, the District agrees to provide to us a representation letter in accordance with attestation standards established by the American Institute of Certified Public Accountants.

Cedar Rapids Community School District
February 17, 2021
Page 2

Management is responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the Subject Matter that is free from material misstatement, whether due to fraud or error.

In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, short sellers or others.

The District agrees that it will not include our reports, or otherwise make reference to us, in any public or private securities offering without first obtaining our consent. Any request to consent is also a matter for which separate arrangements may be necessary. After obtaining our consent, the District also agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing, and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor/client relationship has been terminated when the District seeks such consent, we will be under no obligation to grant such consent or approval.

Records and Assistance

If circumstances arise relating to the condition of the District's records, the availability of appropriate evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets that, in our professional judgment, prevent us from completing the engagement or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by District personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Sherry Luskey, Accounting Manager. The timely and accurate completion of this work is an essential condition to our completion of our services and issuance of our report.

Parties' Understandings Concerning Situation Around COVID-19

RSM US LLP and the District acknowledge that, at the time of the execution of this Arrangement Letter, federal, state and local governments, both domestic and foreign, have restricted travel and/or the movement of their citizens due to the ongoing and evolving situation around COVID-19. In addition, like many organizations and companies in the United States and around the globe, RSM US LLP has restricted its employees from travel and onsite work, whether at a client facility or an RSM US LLP facility, to protect the health of both RSM US LLP's and its clients' employees. Accordingly, to the extent that any of the services described in this Arrangement Letter requires or relies on RSM US LLP or the District personnel to travel and/or perform work onsite, either at the District's or RSM US LLP's facilities, including, but not limited to, maintaining business operations and/or IT infrastructure, RSM US LLP and the District acknowledge and agree that the performance of such work may be delayed, significantly or indefinitely, and thus certain services described herein may need to be rescheduled and/or suspended at either RSM US LLP's or the District's sole discretion. RSM US LLP and the District agree to provide the other with prompt written notice (email will be sufficient) in the event any of the services described herein will need to be rescheduled and/or suspended.

Cedar Rapids Community School District
February 17, 2021
Page 3

RSM US LLP and the District also acknowledge and agree that any delays or workarounds due to the situation surrounding COVID-19 may increase the cost of the services described herein. RSM US LLP will obtain the District's prior written approval (email will be sufficient) for any increase in the cost of RSM US LLP services that may result from the situation surrounding COVID-19.

Fees, Costs and Access to Documentation

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement plus directly billed expenses, including report processing, travel, meals, and fees for services from other professionals, including a charge of 5% of fees for all other expenses, including indirect administrative expenses such as technology, research and library databases, communications, photocopying, postage and clerical assistance. Interim billings will be submitted as work progresses and as expenses are incurred. Billings are due upon submission. Our fees for the service provided in this letter will not exceed \$3,600.

In the event we are requested or authorized by the District or are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for the District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers, and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In addition, we may provide financial information you have provided to us in connection with this engagement for purposes of creating benchmarking data to be used by RSM US LLP (the Firm) professionals and other clients. This benchmarking data is aggregated with data from a minimum of five other entities so that users of the data are unable to associate the data with any single entity in the database.

Our professional standards require that we perform certain additional procedures on current and previous years' engagements whenever a partner or professional employee leaves the Firm and is subsequently employed by or associated with a client. Accordingly, the District agrees it will compensate the Firm for any additional costs incurred as a result of the District's employment of a partner or professional employee of the Firm.

Termination

Your failure to make full payment of any and all undisputed amounts invoiced in a timely manner constitutes a material breach for which we may refuse to provide deliverables and/or, upon written notice, suspend or terminate our services under this Arrangement Letter. We will not be liable to you for any resulting loss, damage or expense connected with the suspension or termination of our services due to your failure to make full payment of undisputed amounts invoiced in a timely manner.

In the event you terminate this engagement, you will pay us for all services rendered (including deliverables and products delivered), expenses incurred, and noncancelable commitments made by us on your behalf through the effective date of termination.

We will not be responsible for any delay or failure in our performance resulting from acts beyond our reasonable control or unforeseen or unexpected circumstances, such as, but not limited to, acts of God, government or war, riots or strikes, disasters, fires, floods, epidemics, pandemics or outbreaks of communicable disease, cyberattacks, and internet or other system or network outages. At your option, you may terminate this Arrangement Letter where our services are delayed more than 120 days; however, you are not excused from paying us for all amounts owed for services rendered and deliverables provided prior to the termination of this Arrangement Letter.

Cedar Rapids Community School District
February 17, 2021
Page 4

When an engagement has been suspended at the request of management or those charged with governance and work on that engagement has not recommenced within 120 days of the request to suspend our work, we may, at our sole discretion, terminate this Arrangement Letter without further obligation to you. Resumption of our work following termination may be subject to our client acceptance procedures and, if resumed, will require additional procedures not contemplated in this Arrangement Letter. Accordingly, the scope, timing and fee arrangement discussed in this Arrangement Letter will no longer apply. In order for us to recommence work, the execution of a new Arrangement Letter will be required.

We may terminate this Arrangement Letter upon written notice if: (i) we determine that our continued performance would result in a violation of law, regulatory requirements, applicable professional or ethical standards, or our client acceptance or retention standards; or (ii) you are placed on a verified sanctioned entity list or if any director or executive of, or other person closely associated with, you or any of your affiliates is placed on a verified sanctioned person list, in each case, including, but not limited to, lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury, the U.S. State Department, the United Nations Security Council, the European Union, or any other relevant sanctioning authority.

Indemnification and Claim Resolution

Because the Firm will rely on the District and its management and those charged with governance to discharge the foregoing responsibilities, the District holds harmless and indemnifies the Firm and its partners and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of the District's management that has caused, in any respect, the Firm's breach of contract or negligence.

The District and the Firm agree that no claim arising out of services rendered pursuant to this Arrangement Letter shall be filed more than the earlier of two years after the date of the report issued by the Firm or the date of this Arrangement Letter if no report has been issued. In no event shall either party be liable to the other for claims of punitive, consequential, special, or indirect damages. The Firm's liability for all claims, damages and costs of the District arising from this engagement is limited to the amount of fees paid by the District to the Firm for the services rendered under this Arrangement Letter.

These provisions will survive termination of this letter.

Information Security—Miscellaneous Terms

The Firm is committed to the safe and confidential treatment of the District's proprietary information. The Firm is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. The District agrees that it will not provide the Firm with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this Arrangement Letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Electronic Signatures and Counterparts

Each party hereto agrees that any electronic signature of a party to this agreement or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect, as a manual signature. Any such electronically signed document shall be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files.

Cedar Rapids Community School District
February 17, 2021
Page 5

Each party hereto also agrees that electronic delivery of a signature to any such document (via email or otherwise) shall be as effective as manual delivery of a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, (i) a scanned copy (as a "pdf" (portable document format) or other replicating image) of a manual ink signature, (ii) an electronic copy of a traditional signature affixed to a document, (iii) a signature incorporated into a document utilizing touchscreen capabilities or (iv) a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Paper copies or "printouts," of such documents if introduced as evidence in any judicial, arbitral, mediation or administrative proceeding, will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule.

If this letter defines the arrangements as the District understands them, please sign and date a copy and return it to us. We appreciate your business.

RSM US LLP



Chris Koerperich, Senior Manager

Confirmed on behalf of Cedar Rapids Community School District:

Audit Committee Chair

Date

Executive Director of Business Services

Date

Board Secretary

Date

Attachment 1

The specific procedures to be performed for the Cedar Rapids Community School District Activity Funds at each middle school and high school for the period January 1, 2021 to March 31, 2021 are as follows:

1. We will haphazardly select three receipts from the Grant Wood Area Education Agency (GWAEA) financial accounting system for each month during the period January 1, 2021 to March 31, 2021 and perform the following in accordance with the Cedar Rapids Community School "Cash Management Procedures":
 - a. For receipt transactions we will:
 - i. Inspect a receipt is issued using "CRCSD 3501.0018 Student Receipt Book", a computer generated numbered receipt or a money collection form.
 - ii. Inspect the corresponding bank bag transport log is completed, with appropriate signatures. Inspect column 4 'received by' on the bank transport logs noting it was completed for food and nutrition receipts and column 6 was signed by secretary/bookkeeper for all receipts.
 - iii. Inquire and document the frequency of money remittance to Central Accounting Department is submitted on appropriate daily, weekly, monthly basis based upon type per the Cash Management Procedures.
 - iv. Inspect the acknowledgement by the Accounting Department of the cash receipt on the Applitrack website.
 - v. Inspect the documentation showing the appropriate facility/department staff person has reconciled amount verified by the Accounting Department to the amount submitted by the facility/department.
 - vi. Identify if variances are reconciled with the Manager of Accounting by comparing to documentation of the reconciliation.
2. We will haphazardly select 100 receipts from "CRCSD 3501.0018 Student Receipt Book". The 100 receipts will be allocated to the locations based on the total number of fund/activities for the location divided by the total fund/activities for all locations. At each location, we will calculate the deposit lag time from the receipt by the activity sponsor to receipt book date and lag time to the receipt book date to the bank deposit. We will note as an exception any lag time greater than three school days for Fund Advisors/Teachers not remitting receipts to the bookkeepers and greater than ten school days for the bookkeeper not depositing the receipt after receiving from the Fund Advisor/Teacher.
3. We will inquire of office personnel about any concerns they have of theft or other illegal activities related to student activity funds and report any concerns given.
4. We will inquire of office personnel if cash, checks or gift cards are given to students and report if any such transactions have occurred.

CONSENT AGENDA

**BA-21-247 Preliminary Approval - McKinley Middle School - Secure Entrance Project
(Jon Galbraith)**

Exhibit: BA-21-247.1

Action Item

Pertinent Fact(s):

1. The Administration herewith submit specification, and form of contract for Cedar Rapids Community School District - McKinley Middle School - Secure Entrance Project.
2. Schedule leading to award of contract:

Notice to Bidders	Publish	March 2, 2021
Receive Bids	2:30pm	March 18, 2021
Notice of Public Hearing	Publish	April 7, 2021
Hold Public Hearing	5:30pm	April 12, 2021
Award Contract	5:30pm	April 12, 2021
3. The project consists of a secure entrance project per the plans and specs. The Architect's estimate for construction is \$402,500, and the funding source for this project is PPEL.

Recommendation:

It is recommended that the Board of Education approve the Preliminary Documents and Schedule for the McKinley Middle School - Secure Entrance Project.



February 16, 2021

Mr. Jon Galbraith
Construction Projects Supervisor, Building and Grounds
Cedar Rapids Community School District
2500 Edgewood Road NW
Cedar Rapids, IA 52405

RE: Probable Cost of CRCSD 2021-22 Entry & Office – McKinley Middle School

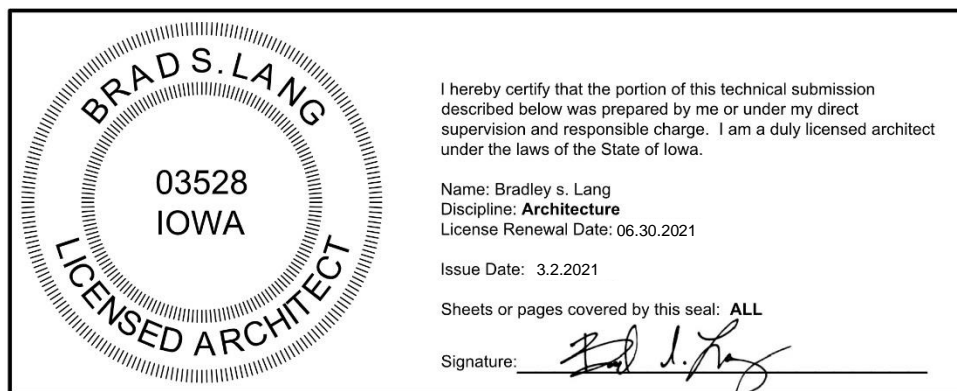
Dear Jon:

In accordance with Iowa Code 38.3(2), the total probable cost of labor, materials, equipment, and supplies (excluding architectural & engineering design and construction services) for the above-mentioned project is as follows:

Total Estimated Cost of Construction: \$402,500.00

Respectfully,

Bradley s. Lang, AIA
Solum Lang Architects



Copy: Rich Reysack, CRCSD
Jeff Portman, SLA

*The Architect, as a design professional familiar with the construction industry, has prepared the Opinion of Probable Construction Costs. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment, over the Contractor's method of determining bid prices, or over competitive bidding, market, or negotiation conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Opinion of Probable Construction Costs.

ADMINISTRATION

BA-21-157/05 Pandemic and Return to Learn Plans (Noreen Bush)

Information Item

Pertinent Fact(s):

The Administration and Board of Education will have an opportunity to discuss the current school-related decisions to the pandemic and Return to Learn Plans.

BOARD GOVERNANCE

BA-21-248 Resolution – Opposing SF 159 – Scholarship Funds, Vouchers, Education Savings Accounts and Expanded Tax Credits (Cindy Garlock/Jennifer Borcharding)

Exhibit: BA-21-248.1-2

Action Item

Pertinent Fact(s):

The Board of Directors is asked to consider approval of the Resolution opposing the current Senate File 159 regarding Scholarship Funds, Vouchers, Education Savings Accounts and Expanded Tax Credits.

Recommendation:

It is recommended that the Board of Education approve the Resolution - Opposing SF 159 Scholarship Funds, Vouchers, Education Savings Accounts and Expanded Tax Credits and authorize the Board Secretary to forward copies of the Resolution to Iowa state legislators, the Director of the Iowa Department of Education, the State Board of Education Members, and the Governor of the State of Iowa.

RESOLUTION

In Opposition of SF 159

*A scholarship fund to endorse education savings accounts or voucher,
expanded open enrollment leading to segregation,
expanded charter schools that can open in a school district without the locally elected school board's consent,
and expanded tax credits*

WHEREAS, the Iowa Legislature is considering enacting SF 159, a scholarship fund to endorse education savings accounts or vouchers, expanded open enrollment leading to segregation, expanded charter schools that can open in a school district without the locally elected school board's consent, and expanded tax credits, and,

WHEREAS, the Cedar Rapids Community School District Board of Directors has determined that the Iowa Legislature should not enact any legislation of any kind that weakens support for public school students and should continue to promote and fully invest taxpayer resources in Iowa's public schools, who are barred by law from discriminating against any students and are held to standards set forth by both federal and state governments. Public schools are provided oversight by locally elected school boards and by the state of Iowa. Public schools must adhere to strict state testing requirements and ensure equitable access and outcomes for each learner regardless of income, race, religion, nationality, sexual orientation, or disability. Nonpublic schools are not held to the same public accountability standards. Iowa taxpayers deserve to know how their public funds are being used. School choice already exists in Iowa in the form of open enrollment, enrollment in private online institutions, tuition tax credits, and school tuition organization scholarships for families below 400% of the federal poverty level, and,

WHEREAS, The State of Iowa has the constitutional responsibility to secure a thorough and efficient system of common schools and provide for public schools, including those in need of Comprehensive Support and Improvement, and

WHEREAS, The "Student First Scholarship" voucher program will have exactly the opposite effect by providing funding to private/parochial schools at the expense and to the detriment of public schools and their students, and,

WHEREAS, private/parochial schools accepting students with public tax vouchers would not be required to accept all students but would be permitted to retain their selective admission policies without enforcement of other laws applicable to public schools, and,

WHEREAS, the Cedar Rapids Community School District Board of Directors believes that Iowa public schools provide a strong educational experience for all students. The overwhelming majority of students attend public schools in Iowa. Families choose to remain in Iowa due to quality public school systems, we denounce any attempt to divert public funds from chronically underfunded, highly accountable public schools to private institutions that lack accountability and are not subject to rigorous academic scrutiny, including participation in and reporting of student performance on the Iowa tests, and are not provided public transparency or financial oversight by publicly elected school boards.

NOW, THEREFORE, BE IT RESOLVED by this Cedar Rapids Community School Board of Education, that this Board reaffirms its commitment to free accessible public schools which are adequately and equitably funded to guarantee a comparable education for ALL children and therefore opposes and respectfully requests the

Iowa House of Representatives reject SF 159, specifically the Students First Scholarships (vouchers}, and expansion of Charter schools by any entity without the approval of the local school board.

BE IT FURTHER RESOLVED that this Board opposes any funding programs, vouchers or otherwise, that have the effect of diverting public tax dollars from public schools to private/parochial schools.

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized and directed to forward copies of this Resolution to all Iowa state legislators, the Director of the Iowa Department of Education, the State Board of Education Members, and the Governor of the State of Iowa.

Ayes: _____

Nays: _____

Board President: _____ Date: _____

Board Secretary: _____ Date: _____

BOARD GOVERNANCE

BA-21-249 Exempt Meeting - Discuss Strategy Sessions for Union and Non-Union Employee Groups (Noreen Bush)

Information Item

Pertinent Fact(s):

The Board of Education may meet in an Exempt Meeting on Monday, February 22, 2021 for the purpose of discussing bargaining strategy and negotiations sessions for union and non-union employees. Exempt Meetings are not subject to the Open Meetings Law.

WORK SESSION

BA-21-250 Anti-Racism Initiatives - Update (Noreen Bush)

Exhibit: BA-21-250.1-11

Information Item

Strategic Plan/Focus Areas

- Culture
- Student Learning
- Workforce
- Systems and Resources

Pertinent Fact(s):

The Administration will provide an update on the anti-racism initiatives and themes that resulted from the Town Hall conversations, including action steps:

- Student Voice
- Professional Learning & Development
- Teaching & Learning
- Staffing & Diversifying Workforce
- Community & Parent Support

Anti-Racism Initiatives Update

Board Report
February 22, 2021



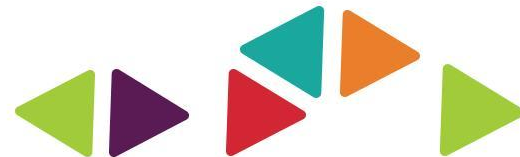
Purpose of Anti-Racism Town Hall Meetings from Summer 2020



- Listen to our students, staff, parents, and community members
- Surface themes from the conversations that identify when our district has been successful/not successful in supporting students, staff and community members of color
- Identify potential “next steps” as a district
- Pronounce our commitment to anti-racism, equity, and creating a safe, supportive, collaborative environment for everyone

Equity Belief Statement

WE BELIEVE equity of voices, resources, opportunities, and expectations is critical for the current and future success of every student.



Themes That Surfaced

- 1) Student Voice**
- 2) Professional Development**
- 3) Teaching and Learning**
- 4) Staffing and Diversifying Workforce**
- 5) Community and Parent Support**

Next Steps... Green=GOING YELLOW=STARTING

This is just the beginning of these conversations...

- The district administration team will review professional learning priorities and identify leveraging resources to support clear learning targets for professional learning for all employees.
- District administration will work with student leaders to develop priorities and connections to professional development opportunities between staff and students.
- A district employee design team will be formed to create a system to support employees of color.
- Family engagement strategies will be designed and developed for both long term and short term improvement efforts.
- The superintendent's office will develop a process to invite students to be a part of an advisory council. This advisory council could also be a design team to create student supports: anonymous reporting, assemblies, BSU cross training, peer to peer mentoring, student-led learning for professional development, etc.
- The district will work with each school's leadership team on targeting specific goals and efforts to create student voice opportunities in school improvement efforts.
- Analyze disproportionate discipline and learning data and continue to make strategic plans for improvement.
- Communication Channels: [District Landing Page](#)

STUDENT VOICE



Student Presenters

1) Black Student Unions



2) Superintendent Student Advisory Council--Inaugural Meeting on 1/29/21

SSAC Themes:

- Peer Mentoring
- Celebrating Our Diversity Events
- System Improvement Work Teams: cultural development, social emotional supports, and developing feedback processes

Professional Development



Intercultural Development Mindset Training

**13 schools, Executive Council,
HR/Payroll**

- **Diversity, Equity and Inclusion**
- **Learning Sessions for Non-Certified Departments**
- **Restorative Practices**
- **Implicit Bias**
- **Partnerships: The Academy for Scholastic and Personal Success**

Teaching and Learning

John Rice and Beth Davies

Initiated a process to review content and resources to reflect diversity and culturally rich content

- English Language Arts, Social Studies, and AP
- Music Department

Staff Support and Diversifying Workforce

LaToya Harrington

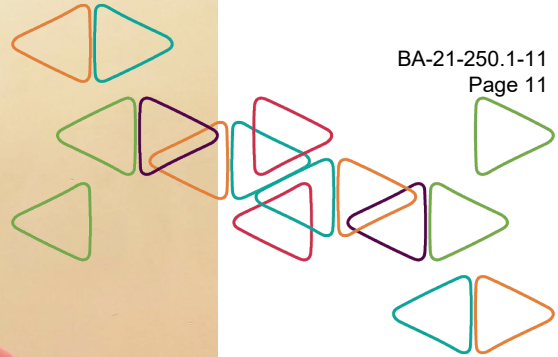
- Initial meetings:
invitation to employees
- Desire to Connect
- Newsletter
- Hiring Season is starting
- Collaborating with HR
and OLL
- Updates in July



Community and Parent Support

NAACP meetings: Asked for support on community and family engagement

Family Engagement Strategies are proving results for all students...multiple pathways to connect to families



Questions and Feedback

WORK SESSION

BA-21-251 School Naming and Recommendation (Eric Christensen/Noreen Bush)

Exhibit: Confidential Item

Information Item

Pertinent Fact(s):

1. Members of the School Naming Committee designed a process that sought student, staff, parent, and community input while considering names for the two new elementary schools on the current Coolidge and Jackson Elementary School properties.
2. Superintendent Bush and representatives of the administrative team and committee will provide an overview of the process and seek the Board's approval regarding the Committee's final recommendation.

Recommendation:

It is recommended that the Board of Education approve the naming of the two new elementary schools that will reside on the current Coolidge and Jackson Elementary School properties



SCHOOL BOARD CALENDAR

(Dates and times are tentative – please consult with the Board Secretary’s Office for more details)

2021- FEBRUARY

Monday	Feb 22	5:30 pm	Board Work Session & Regular Meeting	Via YouTube https://www.youtube.com/EngageCRschools/
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2021- MARCH

Monday	Mar 08	5:30 pm	Board Regular Meeting	Via YouTube https://www.youtube.com/EngageCRschools/
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2021- APRIL

Thursday- Saturday	Apr 8-10		NSBA Annual Convention	Virtual
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Monday	Apr 12	5:30 pm	Board Regular Meeting	Via YouTube https://www.youtube.com/EngageCRschools/
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Monday	Apr 26	5:30 pm	Board Work Session & Regular Meeting	Via YouTube https://www.youtube.com/EngageCRschools/
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2021- MAY

Monday	May 10	5:30 pm	Board Regular Meeting	Via YouTube https://www.youtube.com/EngageCRschools/
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**Thursday	May 27	7:00 PM	Kennedy HS Graduation	
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**Friday	May 28	7:00 PM	Washington HS Graduation	
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**Saturday	May 29	2:00 PM 7:00 PM	Metro HS Graduation Jefferson HS Graduation	
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2021- JUNE

Monday	Jun 14	5:30 pm	Board Regular Meeting	Via YouTube https://www.youtube.com/EngageCRschools/
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MOMENTS OF SILENCE - (Harrison Elementary School Principal, Trista Manternach and Board Vice President David Tominsky /CREA President Tania Johnson)

ADJOURNMENT – Vice President David Tominsky

Board Meeting/Work Session: Monday, February 22, 2021