



Meeting Agenda

March 27, 2025

5:00 PM

100 E. Euclid Avenue, Ste.21

Des Moines, IA 50313

Join with Google Meet:

<https://meet.google.com/jcu-wypa-yfr>

Dial-In: 1-781-670-7986

PIN: 788666608#

I. Call to Order: _____

II. Roll Call

Board Members:

- ☐ Kathy Leggett , *Board President*
- ☐ Jenny Palmer, *Board Vice President*
- ☐ Leisa Fox, *Board Treasurer*
- ☐ Joe Murphy, *Board Member*

Other Attendees:

- ☐ Kris Byam, *Executive Director, Great Oaks High School & Career Center*
- ☐ Randy Smoot, *Executive Director of Dropout Recovery*
- ☐ Karen Wachter, *Vice President of Dropout Recovery*
- ☐ Amy Goodson, *Amy Goodson Co., LLC*
- ☐ Joe Crawfis and/or Cory Boruvka, *Charter Treasurer, LLC*

III. Public Comment

IV. Review of Agenda and Proposed Resolutions

V. Action & Discussion Items

a) **Welcome New Board Member, Joe Murphy**

b) **Approval of Minutes of Prior Meeting**

RESOLVED, that the Board of Directors approves the minutes of the meeting of January 23, 2025 as presented.

Moved:	Seconded:			
	Leggett	Palmer	Fox	Murphy
Aye				
Nay				

c) State of the School Report

RESOLVED, that the Board of Directors approves the state of the school report as presented.

Moved:	Seconded:			
	Leggett	Palmer	Fox	Murphy
Aye				
Nay				

d) Financial Report

RESOLVED, that the Board of Directors approves the financial report as presented.

Moved:	Seconded:			
	Leggett	Palmer	Fox	Murphy
Aye				
Nay				

e) Approval of ICE & Immigration Inquiry Response Plan

RESOLVED, that the Board of Directors approves and adopts the ICE & Immigration Inquiry Response Plan as presented.

Moved:	Seconded:			
	Leggett	Palmer	Fox	Murphy
Aye				
Nay				

f) Approval of DART Unlimited Access Partnership Proposal

RESOLVED, that the Board of Directors approves the DART Unlimited Access Partnership Proposal as presented, and authorizes its president to sign the Letter of Intent and the final contract pending review by board legal counsel.

Moved:	Seconded:			
	Leggett	Palmer	Fox	Murphy
Aye				
Nay				

g) Authorization of YouthBuild Director to sign partnership contracts

WHEREAS, the Board of Directors accepted the Department of Labor YouthBuild Award to Great Oaks High School and Career Center (the “School”), and the School will collaborate and work with the YouthBuild program partners to help deliver education and training to enable student participants to build or rehabilitate affordable housing in their community.

WHEREAS, the Board of Directors desires to authorize the School’s Youth Build Director to execute contracts on behalf of the School to carry out the functions under the grant award.

NOW THEREFORE BE IT RESOLVED, that the Youth Build Director is hereby authorized to sign, execute, and deliver, on behalf of the School, any and all contracts, agreements, and other documents necessary or appropriate for the conduct of the School related to the Youth Build program.

FURTHER RESOLVED, that all contracts, agreements, and other documents executed by the Youth Build Director on behalf of the School pursuant to this resolution are hereby ratified and approved.

FURTHER RESOLVED, that this resolution shall remain in effect until revoked or modified by a subsequent resolution of the Board of Directors.

Moved: _____ Seconded: _____

	Leggett	Palmer	Fox	Murphy
Aye				
Nay				

VI. Informational Reports

a) Board Member Comments

b) Management Report

c) Legal Update

VII. Confirmation of Next Meeting: Thursday, March 27, 2025 5:00 PM

Great Oaks High School & Career Center

100 E. Euclid Avenue, Suite

Des Moines, IA 50313

VIII. Adjournment

Moved: _____ Seconded: _____

	Leggett	Palmer	Fox	Murphy
Aye				
Nay				



Joe Murphy is the President of the Iowa Business Council. In this role, he leads an organization comprised of CEOs and top executives from 21 of the largest employers in Iowa. The Iowa Business Council serves as a catalyst to elevate Iowa's long-term economic vitality through global thought leadership, research, and advocacy.

Joe has over a decade of government affairs, political advocacy, and public relations experience in both the public and private sector. Prior to his role at the Iowa Business Council, Joe served as the Senior Vice President of Government Relations and Public Policy at the Greater Des Moines Partnership. While at the Partnership, Joe helped organize efforts that resulted in significant legislative achievement in the areas of tax reform, workforce development, and infrastructure investment.

Joe earned his bachelor's degree in economics from the University of Northern Iowa. He received a master's degree in public administration focusing on public policy from Drake University. He is also a graduate of the Iowa Association of Business and Industry Foundation's Leadership Iowa program.

Active in his community, Joe serves on the Board of Directors for Blank Children's Hospital, the Board of Directors for the University of Northern Iowa's Alumni Association, and the United Way of Central Iowa's Public Policy Cabinet. He previously chaired the Board of Trustees for the West Des Moines Public Library and chaired the 2019 March for Babies charitable walk.



Meeting Minutes

January 23, 2025

5:00 PM

100 E. Euclid Avenue, Ste.21

Des Moines, IA 50313

Join with Google Meet:

<https://meet.google.com/jcu-wypa-yfr>

Dial-In: 1-781-670-7986

PIN: 788666608#

I. Call to Order: 5:02 p.m.

II. Roll Call

Board Members:

Kathy Leggett , *Board President via Google Meets*

Jenny Palmer, *Board Vice President*

Board Member Absent:

Leisa Fox, *Board Treasurer*

Other Attendees:

Kris Byam, *Executive Director, Great Oaks High School & Career Center*

Randy Smoot, *Executive Director of Dropout Recovery via Google Meets*

Amy Goodson, *Amy Goodson Co., LLC via Google Meets*

Joe Crawfis and/or Cory Boruvka, *Charter Treasurer, LLC via Google Meets*

III. Public Comment

No public comment.

IV. Action & Discussion Items

a) Approval of New Board Member and Additional Board Member Discussion

The Board discussed Mr. Murphy's background and experience to lend to serving on the Board of Directors.

RESOLVED, that the Board of Directors appoints Joe Murphy as a member of the Board of Directors for a term of three years effective March 27, 2025 until the 2028 organizational meeting.

Moved: Palmer **Seconded:** Leggett

	Leggett	Palmer
Aye	X	X
Nay		

b) Approval of Minutes of Prior Meeting

The Board reviewed the prior minutes.

RESOLVED, that the Board of Directors approves the minutes of the meeting of October 24, 2024 as presented.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

c) State of the School Report

Mr. Byam presented the state of the school report. He stated that enrollment is 155. The School anticipates reaching its 170 enrollment goal by next week.

RESOLVED, that the Board of Directors approves the state of the school report as presented.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

d) Financial Report

Mr. Crawfis presented the financial report.

RESOLVED, that the Board of Directors approves the financial report as presented.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

e) Acceptance of YouthBuild Grant and Authorization to Expend Within the Grant Budget

The Board discussed the YouthBuild Grant. The School will be looking to hire a YouthBuild Director.

RESOLVED, that the Board of Directors accepts with appreciation a \$1.5 Million Dollar Department of Labor YouthBuild Grant awarded to Great Oaks High School and Career Center.

FURTHER RESOLVED, that the Board of Directors hereby grants authorization to expend the grant funding within the approved grant budget.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

f) Approval of Lau Plan

The Board discussed the Lau Plan, how the School will meet the needs of English learners requirements.

RESOLVED, that the Board of Directors approves the Lau Plan as presented.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

g) Approval of Student Policy: Parent Involvement Policy

The Board reviewed and discussed the Parent Involvement Policy.

RESOLVED, that the Board of Directors approves the Parent Involvement Policy as presented.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

h) Approval of Policies

The Board reviewed and discussed the policies below.

- **Education Policies 605: Instructional Materials**
- **Student Policy: Model Policies for Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence**
- **General Policies 104 Anti-Bullying and Anti-Harassment Policies**

RESOLVED, that the Board of Directors approves the below policies as presented.

- Education Policies 605: Instructional Materials
- Student Policy: Model Policies for Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence
- General Policies 104 Anti-Bullying and Anti-Harassment Policies

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

V. Informational Reports

a) Board Member Comments

The Board congratulated the School on enrollment. There was a discussion on the status of the van purchase.

b) Management Report

Mr. Smoot spoke to the update on status of the van purchase.

c) Legal Update

Ms. Goodson presented the legal update. She noted that her office is continuing to work policy development. Ms. Goodson also stated that she plans to conduct Public Records and Open Meeting training at the next meeting, possibly in person.

VI. Confirmation of Next Meeting: Thursday, March 27, 2025 5:00 PM
Great Oaks High School & Career Center
100 E. Euclid Avenue, Suite
Des Moines, IA 50313

VII. Adjournment: 6:47p.m.

Moved: Palmer Seconded: Leggett

	Leggett	Palmer
Aye	X	X
Nay		

Approval by the Board of Directors of Great Oaks High School and Career Center on March 27, 2025

Board President



Great Oaks

High School & Career Center

Enrollment

- 174 Students enrolled
- Enrollment Activities
 - Primarily word of mouth
 - Invited East High School Counselors to visit
 - YSS Tour

Climate and Culture

- Respect the SOS
- Own Your Growth
- Speak to Empower
- Enjoy the Journey
- Bend, Don't Break

Respect the SOS

- iJAG
 - Continuing to refine and modify for the betterment of our program
 - Team created online course for students with mobility issues
 - Students starting Work Base Learning Course with DMACC Credit
- PLC
 - Moved all graduation summaries to online documents to better communicate with team.
 - Identified students that could make it to graduation this year

Own Your Growth

- Healthcare Pathway
 - 9 students have passed with almost perfect scores for Medical Terminology. Starting Phlebotomy
- Construction Trades
 - Mechanicals going into the Habitat for Humanity.
- Manufacturing
 - Students have used laser printer to design staff door name tags
- Core Courses
 - 170+ courses completed. (Includes credentials)

Speak to Empower

- Executive Director Byam and Youthbuild Director Attended Advocacy Day at the Capitol
- Students are visiting businesses around the community
 - Healthcare students made a huge impression at Broadlawns

Enjoy the Journey

- Ringing the Bell- we had one day with 9 rings
- Students visited Broadlawns
- Student celebrated Kickoff to Spring Break with Kickball game

Bend, Don't Break

- Discussions continue with students getting ready to graduate
- We have had 3 or 4 students that had gone MIA for a month or more re-engage with school
- Seeing more and more students logging into their courses from home.
- 1:1 iJAG meetings are taking place
 - Challenging students to finish multiple units per week
 - Daily goal setting

Marketing Update

- Marketing Team will visit Great Oaks on 3/25/25
 - Working on Student and Parent video testimonials













GREAT OAKS HIGH SCHOOL & CAREER CENTER

Financial Snapshot as of February 28, 2025



Cash
Balance

\$40,729

Balance
@ 7/1/24

\$0

Days Cash Available: 11



\$291,141

YTD Revenue

\$850,465

YTD Expenses



Accounts
Payable

\$608,901

Current – 30 Days

\$115,483

31 – 90 Days

\$139,722

91+ Days

\$353,697

Federal Grant Funding

\$31,806

Amount Drawn YTD

\$28,340

Amount Still Available



Current
Students

174.00

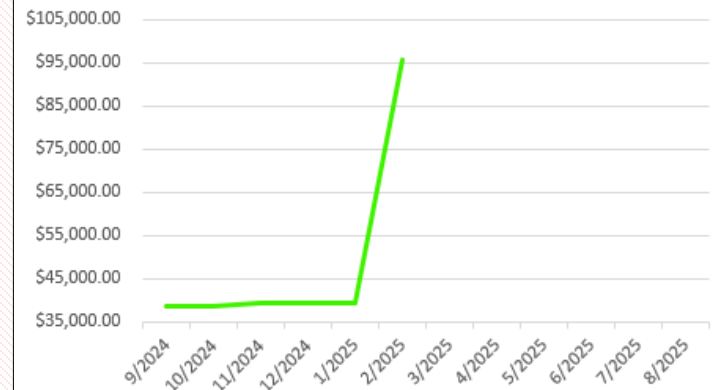
7/1/24
Students

0.00

Budget FY 25: 100

Monthly State Funding

Last 12 Months



Great Oaks High School and Career Center

Statement of Net Position

As of February 28, 2025

	TOTAL
ASSETS	
Current Assets	
Cash and Cash Equivalents	
10-0000-000-0000-101 Checking Account - PNC 6042	40,728.83
Total Cash and Cash Equivalents	\$40,728.83
Total Current Assets	\$40,728.83
Fixed Assets	
10-0000-000-0000-231 Fixed Assets	386,848.74
Total Fixed Assets	\$386,848.74
TOTAL ASSETS	\$427,577.57
LIABILITIES AND NET POSITION	
Liabilities	
Current Liabilities	
Accounts Payable	
10-0000-000-0000-421 Accounts Payable	608,901.14
Total Accounts Payable	\$608,901.14
Total Current Liabilities	\$608,901.14
Long-Term Liabilities	
10-0000-000-0000-521 Notes Payable	378,000.00
Total Long-Term Liabilities	\$378,000.00
Total Liabilities	\$986,901.14
Net Position	\$ -559,323.57
TOTAL LIABILITIES AND NET POSITION	\$427,577.57

Great Oaks High School and Career Center

Statement of Changes in Net Position

July 2024 - February 2025

	TOTAL
Revenue	
3000 Revenue from State Sources	291,141.13
Total Revenue	\$291,141.13
Expenditures	
300 Purchased Professional and Technical Services	
310 Official/Administrative	
10000023213003110311 Management Company Fee	52,405.41
Total 310 Official/Administrative	52,405.41
320 Professional - Educational Services	
10000010003003110322 Salaries Reimbursement	353,131.98
10000010003003110326 Payroll Tax Reimbursement	14,445.56
10000010003003110327 Benefits Reimbursement	33,863.36
Total 320 Professional - Educational Services	401,440.90
330 Professional Employee Training and Development Services	
10000022133003110332 Professional Development	19,209.97
Total 330 Professional Employee Training and Development Services	19,209.97
340 Other Professional	
10000023173003110342 Legal Services	13,230.00
10000025163003110341 Treasury Services	15,000.00
10000025733003110349 Background Checks	90.00
10000025793003110349 Professional Services	75,000.00
10000026603003110348 Security Service	19,085.18
Total 340 Other Professional	122,405.18
350 Technical Services	
10000025843003110351 Technology Services	40,214.38
Total 350 Technical Services	40,214.38
Total 300 Purchased Professional and Technical Services	635,675.84
400 Purchased Property Services	
410 Utility Services	
10000026203003110412 Electricity	4,708.31
10000026203003110413 Natural Gas	4,779.25
Total 410 Utility Services	9,487.56
420 Cleaning Services	
10000026203003110423 Cleaning Service	6,445.60
Total 420 Cleaning Services	6,445.60
430 Repair and Maintenance Services	
10000026203003110432 Repairs and Maintenance	8,686.65
Total 430 Repair and Maintenance Services	9,332.69

Great Oaks High School and Career Center

Statement of Changes in Net Position

July 2024 - February 2025

	TOTAL
440 Rentals	
10000026203003110441 Facility Rental/Lease	29,041.91
10000026303003110441 Facility CAM Charges	11,054.82
10000026403003110442 Copier/Printer Lease	2,835.29
10000026803003110441 Property Tax Reimbursement	5,289.94
Total 440 Rentals	48,221.96
Total 400 Purchased Property Services	73,487.81
500 Other Purchased Services	
520 Insurance, Other Than Employee Benefits	
10000026203003110524 Liability Insurance	13,345.46
Total 520 Insurance, Other Than Employee Benefits	13,345.46
530 Communications	
10000023203003110531 Postage and Meter Fees	8,451.60
10000023203003110532 Telephone Service	218.49
10000025853003110536 Internet Access	2,468.39
Total 530 Communications	11,138.48
540 Advertising and Publishing	
10000025633003110542 Advertising and Marketing	47,293.17
Total 540 Advertising and Publishing	47,293.17
580 Staff Travel	
10000010003003110581 Travel Expense	1,070.72
Total 580 Staff Travel	1,070.72
Total 500 Other Purchased Services	72,847.83
600 Supplies	
610 General Supplies	
10000010003003110612 Classroom Supplies	9,131.49
10000010003003110615 Food and Related Supplies	9,519.32
10000010003003110618 School Uniforms	13,964.75
10000023293003110611 Office Supplies	2,587.43
Total 610 General Supplies	35,202.99
640 Books and Periodicals	
10000010003003110641 Curriculum Supplies	13,861.66
Total 640 Books and Periodicals	13,861.66
650 Technology - Related Supplies	
10000025843003110653 Technology Supplies	14,020.29
Total 650 Technology - Related Supplies	14,020.29

Great Oaks High School and Career Center

Statement of Changes in Net Position

July 2024 - February 2025

	TOTAL
680 Repair and Maintenance Supplies	
10000026203003110683 Building/Maintenance Supplies	5,368.28
Total 680 Repair and Maintenance Supplies	5,368.28
Total 600 Supplies	68,453.22
Total Expenditures	\$850,464.70
NET OPERATING REVENUE	\$ -559,323.57
NET REVENUE	\$ -559,323.57

Great Oaks High School and Career Center

A/P Aging Summary

As of February 28, 2025

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
CDW Government			-641.01			\$ -641.01
Cintas Corp - 711	186.70					\$186.70
Edmentum	2,509.25					\$2,509.25
Enrollstream	1,150.00					\$1,150.00
Independence Business Supply					-3,836.69	\$ -3,836.69
Lamar Companies	900.00					\$900.00
MidAmerican Energy - 84174	272.60					\$272.60
Oakmont Education	34,157.65	76,080.98	61,872.42	78,490.14	357,533.26	\$608,134.45
Toshiba Financial Services	225.84					\$225.84
TOTAL	\$39,402.04	\$76,080.98	\$61,231.41	\$78,490.14	\$353,696.57	\$608,901.14

Business Checking

PNC Bank



For the Period 02/01/2025 to 02/28/2025

Primary Account Number: XX-XXXX-6042

Page 1 of 2

Number of enclosures: 0

GREAT OAKS HIGH SCHOOL AND CAREER
CE
1312 SUNSET WAY CIR
KENT OH 44240-1890

For 24-hour banking sign on to

PNC Bank Online Banking on pnc.com
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG

Para servicio en español, 1-877-BUS-BNKG

Moving? Please contact your local branch

Visit us at PNC.com/smallbusiness

Business Checking Summary

GREAT OAKS HIGH SCHOOL AND CAREER CE

Account number: XX-XXXX-6042

Overdraft Protection has not been established for this account.
Please contact us if you would like to set up this service.

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
24,836.69	95,614.96	79,722.82	40,728.83
		Average ledger balance	Average collected balance
		24,297.96	24,297.96

Deposits and Other Additions

Description	Items	Amount
ACH Additions	1	95,614.96
Total	1	95,614.96

Checks and Other Deductions

Description	Items	Amount
ACH Deductions	3	79,722.82
Total	3	79,722.82

Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
02/01	24,836.69	02/04	2,119.31	02/24	40,728.83
02/03	2,179.48	02/20	97,734.27		

Activity Detail

Deposits and Other Additions

ACH Additions


Date posted	Amount	Transaction description	Reference number
02/20	95,614.96	ACH Credit E.F.T. St Of Ia-E.F.T. XXXXXXXX2311	00025049911391415

Checks and Other Deductions

ACH Deductions

Date posted	Amount	Transaction description	Reference number
02/03	22,657.21	Corporate ACH Payables Bill.Com 015Jntoagobnaf3	00025031904420093
02/04	60.17	Corporate ACH Payables Bill.Com 015Pncfucsbp6Ns	00025034910949663
02/24	57,005.44	Corporate ACH Payables Bill.Com 015Lytfmckjthd	00025052903686426

Business Checking

 For 24-hour account information, sign-on to
pnc.com/mybusiness/

For the Period 02/01/2025 to 02/28/2025
GREAT OAKS HIGH SCHOOL AND CAREER CE
Primary Account Number: XX-XXXX-6042
Page 2 of 2

Business Checking Account Number: XX-XXXX-6042 - continued

Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 03/03/2025 and will appear on your next statement as a single line item entitled Service Charge Period Ending 02/28/2025.

** Combined Transactions include ACH Credits, ACH Debits, Checks Paid, Deposited Item - Consolidated, Deposit Tickets Processed

Description	Volume	Amount	
Monthly Account Maintenance Fee		.00	Requirements Met
Monthly Combined Transactions	4	.00	Included in Account
ACH Credits	1	.00	
ACH Debits	3	.00	
Total For Services Used This Period		.00	
Total Service Charge		.00	

Great Oaks High School and Career Center

10-0000-000-0000-101 Checking Account - PNC 6042, Period Ending 02/28/2025

RECONCILIATION REPORT

Reconciled on: 03/03/2025

Reconciled by: Sarah Dinunzio

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	24,836.69
Checks and payments cleared (3).....	-79,722.82
Deposits and other credits cleared (1).....	95,614.96
Statement ending balance.....	<u>40,728.83</u>

Register balance as of 02/28/2025.....	40,728.83
Cleared transactions after 02/28/2025.....	0.00
Uncleared transactions after 02/28/2025.....	-24,242.36
Register balance as of 03/03/2025.....	<u>16,486.47</u>

Details

Checks and payments cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/03/2025	Journal	18		-22,657.21
02/04/2025	Journal	19		-60.17
02/24/2025	Journal	20		-57,005.44
Total				-79,722.82

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/20/2025	Deposit			95,614.96
Total				95,614.96

Additional Information

Uncleared checks and payments after 02/28/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2025	Journal	21		-24,242.36
Total				-24,242.36

Great Oaks High School and Career Center

Cash Transaction Detail
February 2025

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10-0000-000-0000-101 Checking Account - PNC 6042									
02/03/2025	Journal Entry	18	No			BILL 02/03/25 Payables Funding	-Split-	-22,657.21	-
									22,657.21
02/04/2025	Journal Entry	19	No			BILL 02/04/25 Payables Funding	-Split-	-60.17	-
									22,717.38
02/20/2025	Deposit		No				10-00003000000-3111 Revenue from State Sources:State Foundation Aid	95,614.96	72,897.58
02/24/2025	Journal Entry	20	No			BILL 02/24/25 Payables Funding	-Split-	-57,005.44	15,892.14
Total for 10-0000-000-0000-101 Checking Account - PNC 6042								\$15,892.14	
1072 Bill.com Money Out Clearing									
02/03/2025	Journal Entry	18	No			BILL 02/03/25 Payables Funding	-Split-	22,657.21	22,657.21
02/03/2025	Bill Payment (Check)		No	HPM Investment, Inc.		Inv 01/24/2025	10-0000-000-0000-421 Accounts Payable	-22,657.21	0.00
02/04/2025	Bill Payment (Check)		No	MidAmerican Energy - 84174		Acct 3043084174 - Inv 562317050	10-0000-000-0000-421 Accounts Payable	-60.17	-60.17
02/04/2025	Journal Entry	19	No			BILL 02/04/25 Payables Funding	-Split-	60.17	0.00
02/24/2025	Bill Payment (Check)		No	Color Beyond		Inv 16	10-0000-000-0000-421 Accounts Payable	-4,500.00	-4,500.00
02/24/2025	Bill Payment (Check)		No	National Healthcareer Association		Acct 411470 - Inv INV0847035	10-0000-000-0000-421 Accounts Payable	-4,412.92	-8,912.92
02/24/2025	Bill Payment (Check)		No	Charter Treasurer LLC		Multiple invoices	10-0000-000-0000-421 Accounts Payable	-3,058.95	-
									11,971.87
02/24/2025	Bill Payment (Check)		No	M & R Industries Inc		Inv 2025-026	10-0000-000-0000-421 Accounts Payable	-2,750.00	-
									14,721.87
02/24/2025	Bill Payment (Check)		No	Clayton Kendall Inc.		Acct 1092003 - Inv PSI21559875	10-0000-000-0000-421 Accounts Payable	-2,587.67	-
									17,309.54
02/24/2025	Bill Payment (Check)		No	Edmentum		Acct 431125 - Inv INV3250645	10-0000-000-0000-421 Accounts Payable	-2,509.25	-
									19,818.79
02/24/2025	Bill Payment (Check)		No	Manufacturing Skill Standards Council		Inv 95715	10-0000-000-0000-421 Accounts Payable	-1,680.00	-
									21,498.79
02/24/2025	Bill Payment (Check)		No	Modern Heating & Air		Multiple invoices (details on stub)	10-0000-000-0000-421 Accounts Payable	-1,550.62	-
									23,049.41
02/24/2025	Bill Payment (Check)		No	Absolute Cleaning Systems		Inv 9908	10-0000-000-0000-421 Accounts Payable	-1,537.15	-
									24,586.56
02/24/2025	Bill Payment (Check)		No	Amazon Capital Services, Inc.		Acct A23G8V91RFAT1P - Inv 1RLJ -R7PY-9J QD	10-0000-000-0000-421 Accounts Payable	-1,457.14	-
									26,043.70
02/24/2025	Bill Payment (Check)		No	Enrollstream		Inv 1827	10-0000-000-0000-421 Accounts Payable	-1,150.00	-
									27,193.70
02/24/2025	Bill Payment (Check)		No	Vara Guard, LLC		Inv 11072052	10-0000-000-0000-421 Accounts Payable	-6,788.55	-
									33,982.25
02/24/2025	Bill Payment (Check)		No	Cintas Corporation - 322		Acct 23937322 - Multiple invoices	10-0000-000-0000-421 Accounts Payable	-814.64	-
									34,796.89
02/24/2025	Bill Payment (Check)		No	OMAX Corporation		Acct 89860 - Inv INV000473831	10-0000-000-0000-421 Accounts Payable	-576.00	-
									35,372.89
02/24/2025	Bill Payment (Check)		No	Quench USA		Acct D629610 - Inv INV08472858	10-0000-000-0000-421 Accounts Payable	-325.95	-
									35,698.84
02/24/2025	Bill Payment (Check)		No	Toshiba America Business Solutions - YXN		Acct T0BZYXN - Multiple invoices	10-0000-000-0000-421 Accounts Payable	-308.96	-
									36,007.80
02/24/2025	Bill Payment (Check)		No	ODP Business Solutions LLC		Acct 19361648 - Multiple invoices	10-0000-000-0000-421 Accounts Payable	-248.55	-
									36,256.35
02/24/2025	Bill Payment (Check)		No	Optimum Foods LLC		Inv INV508121	10-0000-000-0000-421 Accounts Payable	-236.64	-
									36,492.99
02/24/2025	Bill Payment (Check)		No	Cintas Corp - 711		Acct 23959711 - Inv 4219799069	10-0000-000-0000-421 Accounts Payable	-167.95	-
									36,660.94
02/24/2025	Bill Payment (Check)		No	Savvas Learning Company LLC		Acct 2611615 - Inv 7028930941	10-0000-000-0000-421 Accounts Payable	-80.99	-
									36,741.93
02/24/2025	Bill Payment (Check)		No	Toshiba America Business Solutions - TD7		Acct TOBXTD7 - Inv 6090906	10-0000-000-0000-421 Accounts Payable	-25.00	-
									36,766.93
02/24/2025	Bill Payment (Check)		No	Vinson Group LLC		Multiple invoices	10-0000-000-0000-421 Accounts Payable	-13,187.98	-
									49,954.91
02/24/2025	Journal Entry	20	No			BILL 02/24/25 Payables Funding	-Split-	57,005.44	7,050.53
02/24/2025	Bill Payment (Check)		No	Lamar Companies		Acct 784218 - Inv 116718692	10-0000-000-0000-421 Accounts Payable	-900.00	6,150.53
02/24/2025	Bill Payment (Check)		No	Lashier Graphics Signs		Inv 31162	10-0000-000-0000-421 Accounts Payable	-6,150.53	0.00
Total for 1072 Bill.com Money Out Clearing								\$0.00	

Great Oaks High School ICE & Immigration Status Inquiry Response Plan

Purpose

To ensure the safety, confidentiality, and emotional well-being of all students while adhering to legal requirements and preserving the school as a safe space for learning.

Key Principles

1. **Student Safety:** The top priority is to protect the physical and emotional safety of students.
2. **Confidentiality:** Personal information about students and their families is strictly protected under FERPA (Family Educational Rights and Privacy Act) unless a subpoena or warrant is presented.
3. **Legal Compliance:** Staff will comply with legal obligations but not voluntarily provide information or access beyond what the law requires.
4. **Community Trust:** Preserve the school as a safe and inclusive environment for all students and families.

Action Plan

1. Immediate Response

- **Step 1: Alert Administration**
 - Direct ICE agents or others inquiring about immigration status to the school office and immediately notify the Executive Director or acting Administrator. Do not engage or provide information directly to ICE agents or others inquiring.
 - If the Administrator is unavailable, contact Oakmont Education:
 - Karen Wachter 330-620-8854
 - Randy Smoot 937-831-4777
 - Larry Burt 330-256-3294
- **Step 2: Verify Credentials**
 - The Administrator or designee will verify credentials of anyone making inquiries and request to see any official documentation (e.g., warrants, subpoenas).
 - ICE agents and any visitor to the school must remain in a designated waiting area until credentials are verified and the processes in this plan are followed.
- **Step 3: Consult Legal Counsel (Executive Director or Director Step)**
 - Contact the school's legal counsel or district attorney for guidance. No information or access should be provided until legal counsel has reviewed the documentation.
 - Amy Goodson 330-962-6776

2. Protecting Students

- **Step 4: Secure the Learning Environment**
 - Ensure that students remain in classrooms or designated safe areas and that no disruptions occur. Announce a “hold” status if necessary, limiting movement in the building.
- **Step 5: Maintain Confidentiality**
 - Do not provide any student information (e.g., immigration status, addresses) to ICE agents without a court order or subpoena that has been verified by legal counsel.
- **Step 6: Prevent Student Interaction with ICE**
 - ICE agents will not have access to students unless they present a valid court order which has been verified in accordance with this plan. Staff shall not release students to ICE agents under any circumstances.

3. Communication with Families

- **Step 7: Notify Families**
 - If ICE agents or others are present or attempting to obtain information, notify the affected student’s family immediately. As the school has an obligation to ensure the safety of students and provide all students education regardless of immigration status, the school can educate families of their rights, including providing contact information for local immigration legal services.
- **Step 8: Inform the School Community**
 - Communicate transparently with the school community after the event to reaffirm the school’s commitment to student safety and confidentiality.

4. Post-Incident Protocol

- **Step 9: Debrief and Document**
 - Document all interactions with ICE agents and others making immigration related inquiries, including the date, time, names of agents, and the purpose of their visit. File a report with the school’s legal counsel and district office.
 - Conduct a debriefing with staff and the crisis team to review the incident and identify areas for improvement.
- **Step 10: Support Students and Staff**
 - Provide counseling and emotional support to students and staff affected by the incident.
 - Collaborate with community organizations to offer resources and legal assistance to impacted families.



TO: Kristopher Byam, Executive Director- Iowa
Oakmont Education, Great Oaks High School

FROM: Matthew Harris, Des Moines Area Regional Transit Authority
Senior Community Relations Manager

DATE: February 21, 2025

RE: DART Unlimited Access Partnership Proposal

Thank you for your interest in partnering with DART!

An essential service

DART is committed to doing its part to support the essential transportation needs of the communities it serves. Investing in a robust, regional transit system helps honor that commitment by ensuring central Iowans can continue to access essential destinations and workers can get to jobs while living sustainably and affordably. By partnering with DART, Great Oaks High School becomes a shareholder in the success of riders and the region at large, joining other higher education partners in driving a more equitable and inclusive economy for all.

Service overview & proximity

Partnership with DART unlocks access to a [full suite of transportation options](#) that includes more than 20 fixed bus routes operating throughout the day, up to 7 days a week, spanning local and express routes as well as on-demand service and on-call zones. Great Oaks' location offers convenient proximity to multiple DART bus routes, adding value to the student and employee experience while offering an alternative mode of transportation to support their commuting needs.

Unlimited Access program

For organizations seeking a cost-effective alternative to distributing and managing a monthly inventory of [bus tokens and passes](#), DART's flagship partner program provides *unlimited access* to all local and express routes within DART's fixed route service network. Unlimited Access partnerships are contractual agreements that establish an annual partnership rate paid by organizations to streamline access for an affiliated population to ride all DART fixed routes for free by simply showing an approved form of identification when boarding.



Customized convenience

While this identification can be an existing form of school-issued ID, the preferred method of boarding would be a custom mobile pass with an embedded QR code created by DART in the MyDART mobile app.

This user-friendly form of identification is linked to riders' school-issued email address and can be easily managed to align with student enrollment as well as staff and faculty employment status.

**Des Moines
Area Regional
Transit Authority**

620 Cherry Street
Des Moines, Iowa
50309-4530

515-283-8100
Fax 515-283-8135
ridedart.com



Partnership benefits

Customized promotional resources, trip planning assistance and on-site rider training opportunities are also available with an Unlimited Access partnership. By entering in to an Unlimited Access partnership with DART, Great Oaks High School can join [a growing list of organizations](#) who are reducing barriers to education and employment by offering a transportation incentive. More importantly, you gain a partner in DART with a vested interest in seeing your organization, and its people, succeed.

Partnership rate

Based on the student and employee population and proximity to fixed route bus services, DART proposes a one-year, Unlimited Access pilot partnership, which can be billed at once or in installments throughout the contracted term.

PARTNERSHIP TERM	DART ACCESS	BOARDING METHOD	PARTNERSHIP RATE
Pilot Term (Year 1)	Unlimited, All Fixed Routes	MyDART Mobile App Pass	\$5,000

Thank you

DART welcomes the opportunity to develop a partnership solution that helps meet your transportation needs. If your organization is interested in an Unlimited Access partnership with DART, please sign and return the enclosed Letter of Intent to receive a draft contract for review.

For more information on this opportunity, please contact DART Senior Community Relations Manager, Matthew Harris, at mharris@ridedart.com or 515-246-2522.

Thank you for your interest in partnering with DART!

**Des Moines
Area Regional
Transit Authority**

620 Cherry Street
Des Moines, Iowa
50309-4530

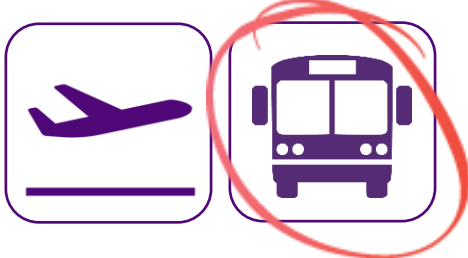
515-283-8100
Fax 515-283-8135
ridedart.com



| At a Glance

The **Des Moines Area Regional Transit Authority** enriches lives, connects communities, and expands opportunities as the largest and only regional transit agency in the state of Iowa. **Partnerships help make it all happen.**

Which mode of transportation carries more passenger trips each year in Greater Des Moines?



3.5 Million
transit trips in FY2023

DART averages
12,000 weekday
passenger trips

That's more passenger trips than the DSM International Airport!

What types of transportation services does DART offer?



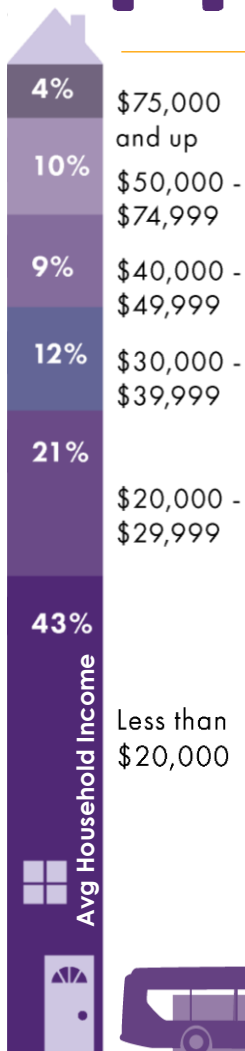
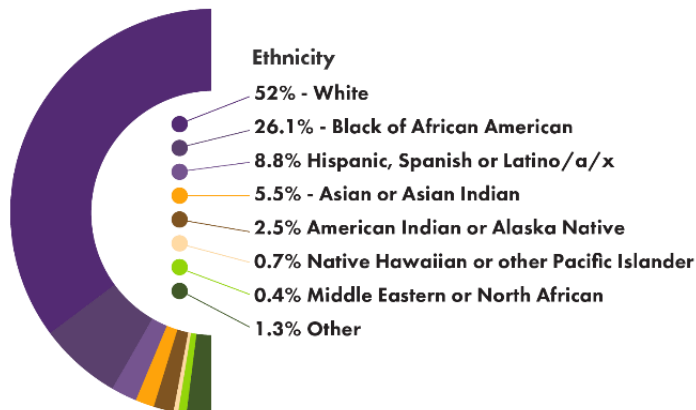
- ✓ Fixed Route Bus
- ✓ Park & Ride
- ✓ On Demand
- ✓ Bike & Ride
- ✓ Vanpool
- ✓ Paratransit

Who uses DART?

Compared to the overall metro population, DART serves a higher percentage of minorities, veterans, individuals with disabilities and those who are asset-limited, income-constrained but employed, making public transit a lifeline for many.



Getting to work is the **#1 reason** people ride DART, with **87%** of all transit trips benefiting the economy as people travel to make or spend money.





LETTER OF INTENT

TO: Kristopher Byam, Executive Director- Iowa
Oakmont Education, Great Oaks High School

FROM: Matthew Harris, Des Moines Area Regional Transit Authority
Senior Community Relations Manager

DATE: February 21, 2025

RE: DART Unlimited Access Partnership Proposal

Thank you for your interest in pursuing an Unlimited Access partnership with DART.

Please confirm your interest below and you will receive a draft contract for your review to fully execute the terms of an Unlimited Access partnership.

For Oakmont Education, Great Oaks High School

Representative (Print Name) Date

Representative (Signature) Date

For Des Moines Area Regional Transit Authority (DART):

Representative (Print Name) Date

Representative (Signature) Date

Des Moines
Area Regional
Transit Authority

620 Cherry Street
Des Moines, Iowa
50309-4530

515-283-8100
Fax 515-283-8135
ridedart.com

Thank you for your interest in partnering with DART!

Tim Johnson, MSW

Address: 2712 13th Avenue SE, Altoona, IA. 50009

Cell: 319.538.2200

Email: Timothy.johnson319@gmail.com

To: Jerry Farley, Kris Byam and Oak Mont Educational Leadership Team,

I am excited to apply for the Youth Build Director position at Great Oak Charter School. A great friend and colleague, Mike Huguelet, shared this opportunity with me, knowing my passion for empowering Iowa's youth. Throughout my career, I have dedicated myself to creating change, advocating for equity, and serving as a positive male role model in the African American community. My experience in youth development, education, and family engagement, coupled with my leadership philosophy, makes me a strong candidate for this role.

Currently, I serve as the Juvenile Justice Planning Coordinator at the Iowa Department of Health and Human Services (Iowa HHS). I hold a Bachelor of Arts in Social Work with a minor in Criminology from the University of Northern Iowa, as well as a master's in social work from the University of Iowa. In my role at Iowa HHS, I lead and coordinate the juvenile justice and youth development team, setting both short- and long-term goals for statewide juvenile justice strategies, reforms, and enhancements. I oversee the evaluation of new projects, manage contracts and grants, allocate resources, and ensure compliance with deadlines and deliverables. Additionally, I supervise the creation of the federally mandated three-year Juvenile Justice Plan, including budget development and sub-grantee awards.

Prior to my role at Iowa HHS, I held two impactful positions within Des Moines Public Schools (DMPS), both centered on ensuring students receive the strengths-based, trauma-informed, and individualized support necessary to reach their full potential. As a Community School Coordinator, I worked closely with a multidisciplinary team to connect students and families with critical resources, advised school leadership on student crisis situations, and secured funding through grant writing. I focused on bridging the gap between the school system and the Des Moines community, particularly in North Des Moines, to promote equity and accessibility for all students.

In my subsequent role as the Behavioral Health Services Coordinator, I implemented district-wide mental and behavioral health strategies, supporting 40 behavior strategists and establishing local mental health teams in multiple schools. I managed and expanded community and district partnerships, secured and oversaw grant funding, and led content-specific training for all 62 schools within DMPS. Additionally, I coordinated crisis response efforts for students experiencing mental health challenges, collaborating with school administrators, nurses, social workers, and community stakeholders to build effective support systems.

My commitment to equity and anti-racism has been central to my work. In the summer of 2020, I co-led four district-wide and community town halls focused on addressing racism in schools and communities. I am passionate about fostering inclusive environments where all students, regardless of background, can succeed.

As a leader, I am calm under pressure, decisive in crises, and deeply empathetic. I thrive in collaborative environments, working to build and lead teams that drive meaningful change. As an African American male, I understand firsthand the impact of representation and mentorship in underserved communities. My journey reflects the power of education and resilience despite environmental challenges, and I am committed to ensuring every young person in Iowa has access to the opportunities and support they deserve.

I welcome the opportunity to further discuss how my experience and vision align with the Youth Build Director role. Thank you for your time and consideration—I look forward to the possibility of contributing to Great Oaks' mission and helping to reimagine education for Iowa's youth.

After discussing with my wife and evaluating my current salary, I would like to propose a salary range of \$110,000–\$115,000. Transitioning from state government has resulted in higher insurance costs and increased expenses. Please let me know the next steps in moving forward with an offer.

Sincerely,
Tim Johnson, MSW

Tim Johnson

☎ 319.538.2200 ✉ timothy.johnson319@gmail.com

EDUCATION

University of Iowa

Master of Social Work

University of Northern Iowa

Bachelor of Social Work, minor in Criminology

EXPERIENCE

JUVENILE JUSTICE PLANNING COORDINATOR

📅 *Iowa Department of Health and Human Services, 2023 - present*

- Led and coordinated the juvenile justice and youth development team.
- Established and maintained short-term and long-term goals for statewide juvenile justice and youth development strategies, reforms, and enhancements.
- Evaluated new project and grant opportunities, created budgets, allocated staff resources, ensured deadlines and deliverables were met, and engaged stakeholders.
- Supervised the creation of the federally mandated 3-year Juvenile Justice Plan, including budgeting and sub-grantee awards.
- Implemented research-based strategies to test policies and practices, with successful programs such as Juvenile Pre-Charge Diversion and Juvenile Reentry & Navigator programs.
- Managed \$1.7 million in juvenile justice and youth development funds from federal and state sources, overseeing grant procurement, budget monitoring, expenditure reports, and contract negotiations.
- Provided planning and consultation services to local juvenile justice officials, service agencies, and community collaboratives to enhance prevention and intervention efforts.
- Served as a subject matter expert on juvenile justice issues for department staff and key stakeholders.

BEHAVIORAL HEALTH SERVICES COORDINATOR

📅 *Des Moines Public Schools, 2021 - 2023*

- Developed and implemented a Multi-Tier System of Supports (MTSS) Mental Health in Schools Framework to address students' social, emotional, behavioral, and mental health needs.
- Supervised state-mandated training and protocols for school employees on suicide prevention, adverse childhood experiences, and toxic stress response strategies.
- Managed the behavior strategist program, including program design, evaluation, professional development, and resource allocation.
- Coordinated Crisis Prevention Intervention training, ensuring all schools had trained in-house response teams.
- Provided clinical oversight, trained staff, and reviewed suicide and risk assessments.
- Managed school-based therapy partnerships, enhancing tiered mental health services and evaluating program effectiveness.
- Secured additional funding and partnerships to expand behavioral health initiatives.
- Oversaw all behavioral health grants and contracts, ensuring financial and regulatory compliance.



A proven leader with a passion for driving change through advocacy, inclusivity, and meaningful results.

TIM JOHNSON

DISTRICT COMMUNITY COORDINATOR SUPERVISOR

 *Des Moines Public Schools, 2022*

- Supervised diverse teams and programs with adaptability and flexibility.
- Provided leadership, coaching, and performance evaluations with a focus on continuous improvement and employee engagement.
- Developed staff and participant handbooks, policies, guides, training materials, and professional development opportunities.
- Conducted qualitative and quantitative assessments to collect feedback and measure program effectiveness.
- Managed large-scale projects across multiple departments and resources.
- Cultivated relationships with key stakeholders, departments, and funders to sustain program goals and outcomes.

COMMUNITY SCHOOL COORDINATOR, NORTH HIGH SCHOOL

 *Des Moines Public Schools, 2018-2021*

- Established and led a district-wide Anti-Racist Leadership Team to develop policies and practices based on student, family, and community input.
- Partnered with Human Resources to implement equitable hiring practices and promote diverse staff representation.
- Led training sessions and presentations for administrators and teachers on anti-racist practices and fostering belonging for staff and students.
- Mentored and provided feedback to colleagues on cultural proficiency development.
- Collaborated with Tier 2/3 student services teams to support positive student attendance and behavior.
- Coordinated with United Way of Central Iowa and other community organizations to drive student and family engagement through the district-wide Graduation Walk initiative.
- Built strong relationships with community partners to provide comprehensive student and family support.
- Managed and coordinated community resources, services, and after-school programs.
- Developed initiatives to enhance educational opportunities and social connections for students and their families.

CRISIS INTERVENTION WORKER

 *Orchard Place, 2015 - 2018*

- Responded to crisis situations and assisted in de-escalating resident youth.
- Worked with resident youth on developing prosocial, relaxation, and anger management skills.
- Trained leadership towards agency-wide strategic planning, skills training, and modeling to reduce restraints and seclusions by promoting effective de-escalation.
- Served as agency certified instructor in Therapeutic Aggression Control Techniques II.

Treatment Counselor & Advocate

 *Orchard Place, 2013 - 2015*

- Lead collaboration on youth treatment team demonstrating good interpersonal skills during group problem solving and task delegation.
- Developed and implemented Individual Care Plans for each youth resident including weekly review of treatment goals with resident youth.
- Collaborated with resident youth and their families to identify any barriers to treatment progress; co-developed solutions to these problems; provided necessary advocacy and support to implement solutions.

TIM JOHNSON

PASSIONS

Business Record Forty Under 40

📅 Class of 2025, nominated by B.WELL Foundation

Board of Directors, Director of Community Engagement

📅 B.WELL Foundation, 2024 - present

School & District Leadership Teams

📅 Des Moines Public Schools, 2019-2023

Brother 2 Brother Mentor

📅 Brother 2 Brother nonprofit, 2019-2023

Program Assistant

📅 Boys and Girls Club of the Cedar Valley, 2013

Youth Counselor

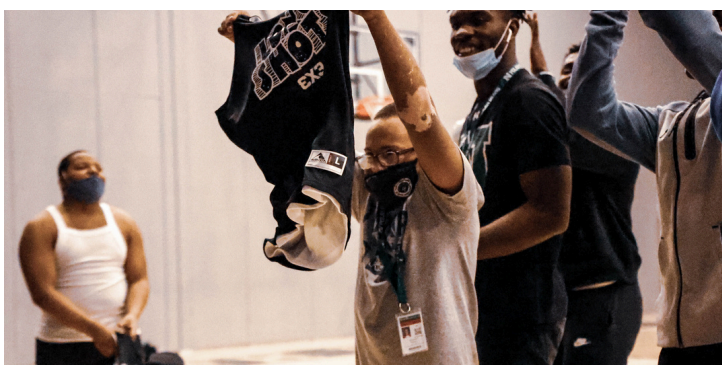
📅 Woodward Academy 2013

AmeriCorps Math/Literacy Tutor

📅 Des Moines Public Schools, 2013-2014

SKILLS & COMPETENCIES

- Program Development & Evaluation
- Grant Writing & Fund Management
- Policy Development & Implementation
- Stakeholder Engagement & Collaboration
- Leadership & Team Supervision
- Training & Professional Development
- Crisis Prevention & Intervention
- Behavioral Health & Mental Wellness
- Diversity, Equity, and Inclusion (DEI) Initiatives
- Community Engagement & Partnership Building



TIM JOHNSON



319.538.2200



timothy.johnson319@gmail.com

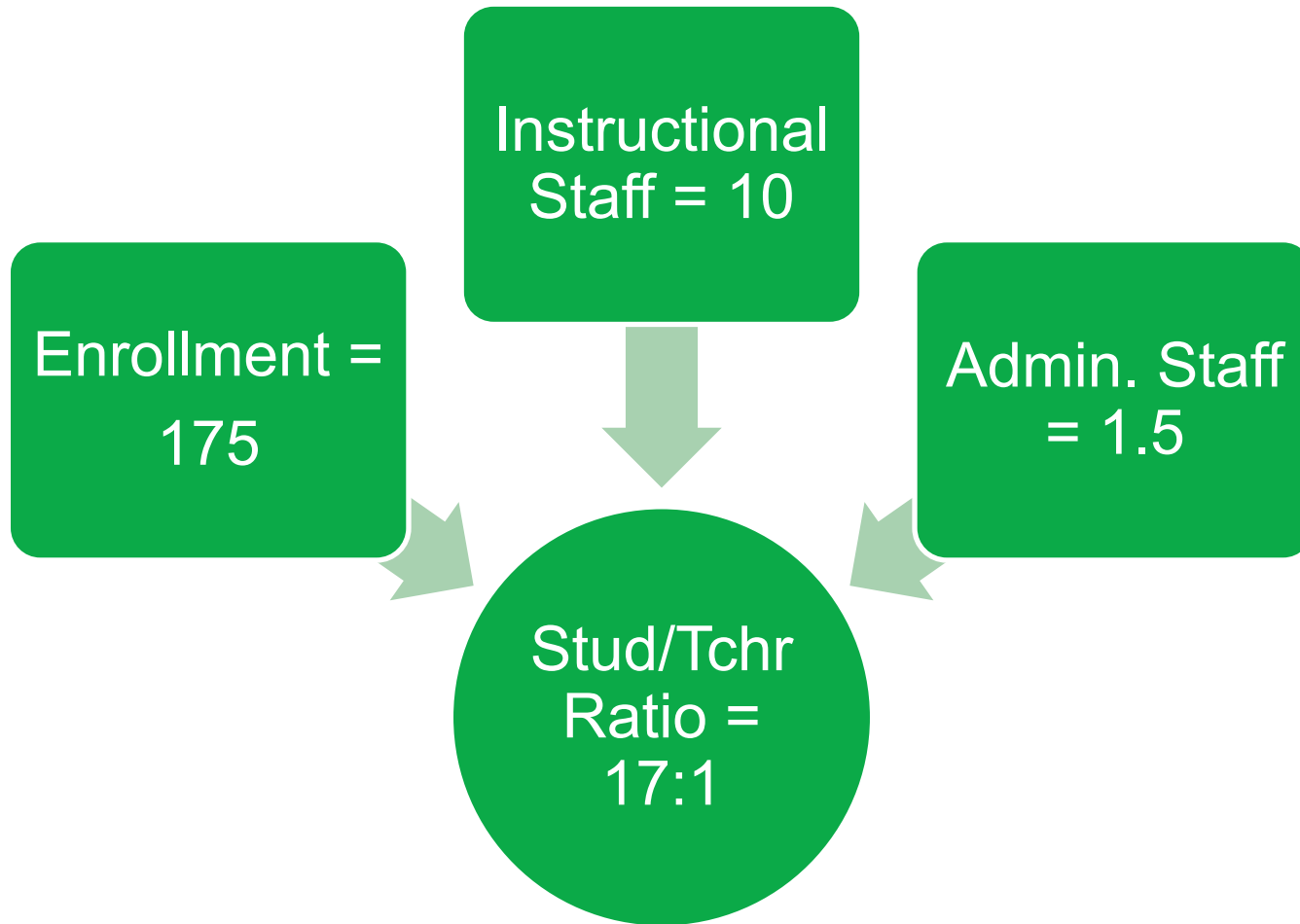


OAKMONT
E D U C A T I O N

Management Report
January 2025



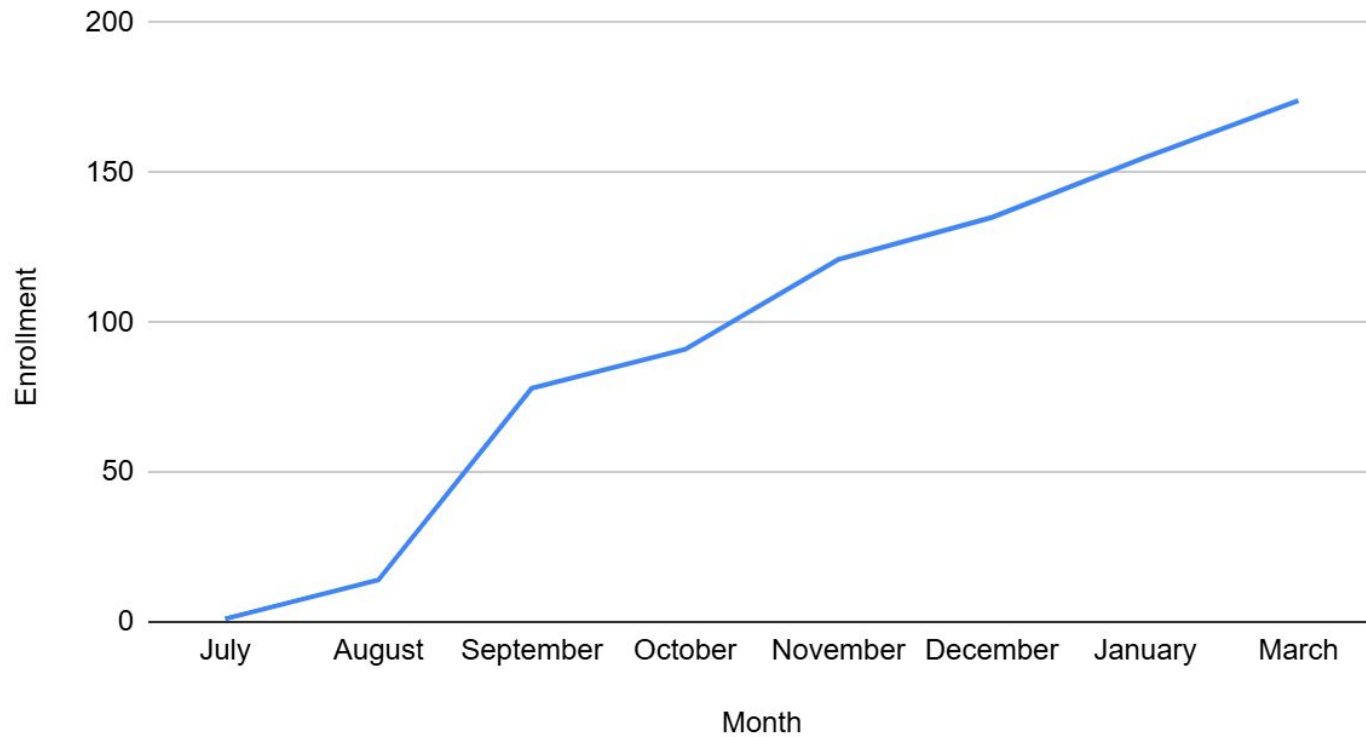
Faculty/Staffing



Enrollment

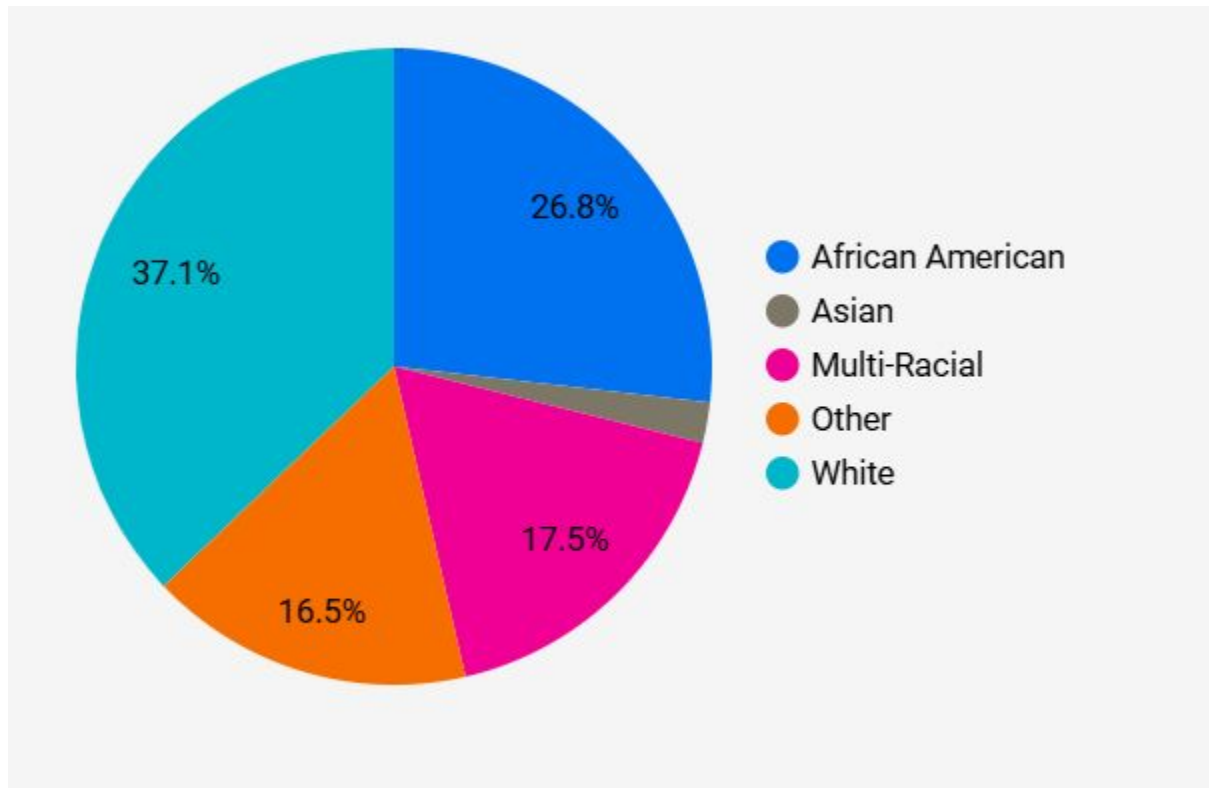


Enrollment vs. Month





Demographics





Coalition Youthbuild

- **Hired a Director Tim Johnson**
 - **Started accessing grant**
 - **organizing procedures and policies**
 - **attending Youthbuild kickoff meetings with DOL**
- **Recruitment process will start after Spring Break**
- **Partner MOUs and meetings**



Thank You