



# 2023-2024 WELCOME GUIDE

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**CLEAR<sup>™</sup>  
CREEK  
AMANA**

**COMMUNITY SCHOOL DISTRICT**  
— BRINGING LEARNING TO LIFE —

[www.ccaschools.org](http://www.ccaschools.org)

# WELCOME

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## VISITORS

Clear Creek Amana welcomes visitors and encourages all parents to be an active part of their children's educational experience. To ensure we are able to maintain a safe learning environment the district uses Securly Visitor, a visitor management system, to screen all visitors against sexual offender registries in all 50 states and establish a consistent sign-in process across the district.

All visitors are required to check in at the school office and present a Driver's License or other state-issued ID and enter their phone number when they arrive at any building. When a visitor signs in at the office, they will receive a visitor sticker that they will be expected to wear during their stay in the building. Visitors are expected to sign out prior to leaving the building.

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This welcome packet is designed to give parents, students, and staff members an overview of Clear Creek Amana Community School District (CCACSD) resources and information.

## DISTRICT OVERVIEW

Located 7 miles west of Iowa City and 20 miles south of Cedar Rapids where both Interstates 80 and 380 intersect, the Clear Creek Amana School District covers over 175 square miles of beautiful eastern Iowa countryside. Our school district encompasses the towns of Tiffin (population 4,500), Oxford (population 797), Amana Colonies (population 1,600) and includes the eastern edge of the district inside the western city limits of Coralville and North Liberty. We draw students from two counties (Iowa and Johnson) and a community-based population of around 17,300.

The district serves 3,124 students in PK-12 and expects an average of 150-200 students per year for the next five years.

### Mission:

The mission of the Clear Creek Amana Community School District is to prepare students to be productive, responsible, community members by providing an environment that brings learning to life.

**Vision:** As Clear Creek Amana Community School District moves into the future, we will foster a family atmosphere, while immersing students in a diverse academic experience, for their tomorrow.

**Non-Discrimination Statement (Board policy 102.E2)** It is the policy of the Clear Creek Amana Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy, please contact Angelica Brothers, Equity Coordinator District Office, 1486 Hwy 6 N.W. P.O. Box 487, Oxford IA 52322, 319-828-4510, [angelicabrothers@ccaschools.org](mailto:angelicabrothers@ccaschools.org).

# School Board of Education

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The Clear Creek Amana Community School District Board of Education is dedicated to promoting an equal opportunity for a quality public education to its students. Members of the Clear Creek Amana Board of Education consist of three (3) At-Large Directors, and four (4) District Directors that serve a specific geographic area of the District. Directors serve the students and citizens of the school district and they serve four year terms.

Regular meetings of the Board of Education are scheduled the third Wednesday of each month at 6:00 PM at the Clear Creek Amana Administration Office at 1486 Highway 6 NW, Oxford. Board agendas, minutes, and policies can be found on the District website at [www.ccaschools.org](http://www.ccaschools.org).

## School Board of Directors

**Kara Prickett, President**

District 4

Term expires 2025

**Joe Burns, Vice-President**

District 2

Term expires 2025

**Jennifer Downes**

District 3

Term expires 2023

**Shaun Kukuzke**

At-Large

Term expires 2025

**Matt McAreavy**

At-Large

Term expires 2023

**Jen Mooney**

District 1

Term expires 2023

**Eileen Schmidt**

At-Large

Term expires 2023

**Lori Robertson**

District Finance Director/Board Secretary

Contact the school board: [schoolboard@ccaschools.org](mailto:schoolboard@ccaschools.org)



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SCHOOL BOARD POLICIES

# District at a Glance

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**245 Teachers**

**240 Support Staff**

**28 Administrators**

**7 Schools**

**129 Teachers with a master's degree or higher**

**16% of staff retained longer than 15 years**

**3,124 Students**

**11% of Students receiving special education**

**198 Students are in the Extended Learning Program (ELP)**

**5% Students are English Language Learners (ELL)**

**98% Graduation rate (20-21)**

**38 Buses and nearly 2,800 riders/day**

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**CCA is 1:1 Computing for PK-12 Students.**

Personalized Learning Plan (PLP) meetings held twice a year. Parents and teachers jointly work on student goals and review progress.

**250 students are registered for college credit courses for the 23-24 school year.**

**Middle School math students can take advanced level (HS) courses.**

**22:1 Average classroom size for elementary classrooms.**

**We're all Clippers: "At CCA we're one for all". We work to maintain good parent, student and staff relationships, keeping students safety and education top of mind.**

Teachers collaborate in their Professional Learning Communities (PLC) Wednesday afternoons.

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## **We are the CLIPPERS:**

The Clipper ship mascot embodies the spirit of the district as clipper ships are sharp-lined and built for speed; meant to lead the way for others. The Clipper logo represents the intensity, pride, and tradition of a Clear Creek Amana Clipper.

The District typically offers a district-wide online Clipper fan gear order at back to school time for youth through adult sizes. Watch District communications for ordering instructions.



# Buildings and Facilities



## Amana Elementary

Grades PK-4

3023 220th Trail, Amana

PH: 319-622-3255

Class hours: 7:50 a.m. - 3:00 p.m.

Wednesdays early out: 1:00 p.m.

**Principal:** Ben Macumber  
benmacumber@ccaschools.org

**Counselor:** Calista Hagan  
calistahagan@ccaschools.org

**Secretary:** Colleen Conrad  
colleenconrad@ccaschools.org

**Health Aide:** Laura Roling  
laurarolling@ccaschools.org

**Before/After School Care:**  
Champions: 319-504-3408

**Amana PTO:**  
amanaelementarypto@gmail.com



## Clear Creek Elementary

Grades PK-4

230 W Wilson St, Oxford

PH: 319-828-4505

Class hours: 7:50 a.m. - 3:00 p.m.

Wednesdays early out: 1:00 p.m.

**Principal:** Kayla Amelon  
kaylaamelon@ccaschools.org

**Counselor:** Cara Richmond  
cararichmond@ccaschools.org

**Secretary:** Amy Butterbaugh  
amybutterbaugh@ccaschools.org

**Health Aide:** Tia Wiebold  
tiawiebold@ccaschools.org

**Before/After School Care:**  
Champions: 319-504-3408

**CCE PTG:**  
cceptg@gmail.com



## North Bend Elementary

Grades PK-3

2230 St Andrews Dr, North Liberty

PH: 319-622-3255

Class hours: 7:50 a.m. - 3:00 p.m.

Wednesdays early out: 1:00 p.m.

**Principal:** Brenda Parker  
brendaparker@ccaschools.org

**Counselor:** Olivia Freeborn  
oliviafreeborn@ccaschools.org

**Secretary:** Suzanne Schloss  
suzanneschloss@ccaschools.org

**Nurse:** Breanne Tanke  
breannetanke@ccaschools.org

**Before/After School Care:**  
Champions: 319-504-3408

**NBE PTG:**  
nbeptg@ccaschools.org



# Buildings and Facilities



## Oak Hill Elementary

Grades 4-5

504 N Park Rd, Tiffin

PH: 319-545-2248

Class hours: 7:55 a.m. - 3:05 p.m.

Wednesdays early out: 1:05 p.m.

**Principal:** Brian Williams

brianwilliams@ccaschools.org

**Counselor:** Ashley Keller

ashleykeller@ccaschools.org

**Secretary:** Elise Bryant

elisebryant@ccaschools.org

**Nurse:** Lisa Stevens

lisastevens@ccaschools.org

**Before/After School Care:**

Champions: 319-504-3408

OHE PTG:

oheptg@ccaschools.org



## Tiffin Elementary

Grades PK-3

104 N Park Rd, Tiffin

PH: 319-545-2081

Class hours: 7:50 a.m. - 3:00 p.m.

Wednesdays early out: 1:00 p.m.

**Principal:** Stacy Stull

stacystull@ccaschools.org

**Dean of Students:** Blake Wilson

blakewilson@ccaschools.org

**Counselor:** Brandi Wineland

brandiwineland@ccaschools.org

**Secretary:** Katie Moorhead

katiemoorhead@ccaschools.org

**Nurse:** Katie Sloan

katiesloan@ccaschools.org

**Before/After School Care:**

Champions: 319-504-3408

TE PTG:

tiffinelementaryptg@gmail.com



## CCA Middle School

Grades 6-8

311 W Marengo Rd, Tiffin

PH: 319-545-4490

Class hours: 8:25 a.m. - 3:35 p.m.

Wednesdays early out: 1:35 p.m.

**Principal:** Brad Fox

bradfox@ccaschools.org

**Assistant Principal/Activities**

**Director:** Regan Stone

reganstone@ccaschools.org

**Dean of Students:** Kyle Forness

kyleforness@ccaschools.org

**Counselors:**

Grant Elsbernd

grantelsbernd@ccaschools.org

Mikkel Brown

mikelbrown@ccaschools.org

**Secretary:** Michelle Kimm

michellekimm@ccaschools.org

**Nurse:** Melissa Yoder

melissayoder@ccaschools.org

# CLIPPERS™

# Buildings and Facilities



## CCA High School

Grades 9-12

551 W Marengo Rd, Tiffin  
PH: 319-545-2361

Class hours: 8:20 a.m. - 3:30 p.m.  
Wednesdays early out: 1:30 p.m.

**Principal:** Mark Moody  
markmoody@ccaschools.org

**Assistant Principal:** Lisa Stevenson  
lisastevenson@ccaschools.org

**Dean of Students:** Ryan Paulson  
ryanpaulson@ccaschools.org

**Counselors:**  
Shannon Reisinger  
shannonreisinger@ccaschools.org

Abby Kite  
abbykite@ccaschools.org

**Building Secretary:** Corie Williams  
coriewilliams@ccaschools.org

**Business Secretary:** Mary Lou Grimm  
marylougrimm@ccaschools.org

**Health Aide:** Jessica Kelso  
jessicakelso@ccaschools.org

**Activities Director:** Kurt Ronnfeldt  
kurtronnfeldt@ccaschools.org



## Administration Office

1486 Highway 6 NW, Oxford  
PH: 319-828-4510  
Office hours: 7:30 a.m. - 4:30 p.m.

**Superintendent:**  
Dr. Corey Seymour  
coreyseymour@ccaschools.org

**Associate Superintendent/  
Secondary Curriculum Director:**  
Matt Leeman  
mattleeman@ccaschools.org

**Administration Office Receptionist:**  
April Sickels  
aprilsickels@ccaschools.org  
**Administrative Assistant:**  
Tanya Myers  
tanyamyers@ccaschools.org

- New student registration
- Business office
- Board Meetings

## Ways to Get Involved

### Affiliate Parent Groups:

The following organizations are organized to support CCA programs and initiatives. Parent teacher group contact information is listed with each elementary building.

CCA Athletic Booster Club  
[www.ccaboosterclub.membershiptoolkit.com/](http://www.ccaboosterclub.membershiptoolkit.com/)

CCA Community Foundation  
[www.ccaschoolsfoundation.org/](http://www.ccaschoolsfoundation.org/)

CCA FAME  
<https://www.ccafame.org/>

How to be a CCA Volunteer:  
<https://www.ccaschools.org/Page/3099>



# District Departments

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## **SUPERINTENDENT'S OFFICE**

**319-828-4510**

**Dr. Corey Seymour**, Superintendent  
coreyseymour@ccaschools.org

Administrative Assistant

Tanya Myers

tanyamyers@ccaschools.org

Matt Leeman, Associate

Superintendent/Secondary

Curriculum Director

mattleeman@ccaschools.org

## **HUMAN RESOURCES**

**319-828-4510**

Catherine Westfall, Human Resource  
Director

catherinewestfall@ccaschools.org

- Employment/Talent

- Volunteers

Melissa Potter, Payroll Specialist

melissapotter@ccaschools.org

## **FINANCE/BUSINESS OFFICE**

**319-828-4510**

Lori Robertson, Chief Finance &  
Operations Officer/Board Secretary

lorirobertson@ccaschools.org

Tami Brenneman, Business Opera-  
tions Manager

tamibrenneman@ccaschools.org

Mary Moser, Accounts Payable

marymoser@ccaschools.org

Sarah Gaeta, Business Operations  
Specialist

sarahgaeta@ccaschools.org

- Facility Use/Rental

- Fundraising Requests

- InTouch Payments

## **DIVERSITY AND INCLUSION**

**319-828-4510**

Angelica Brothers, School Support  
Officer

angelicabrothers@ccaschools.org

## **SPECIAL EDUCATION**

**319-828-4510**

Barb Hunt, Special Education Director

barbhunt@ccaschools.org

- Special Education

- At-Risk

- American Disabilities Act

Deanna Bryant, Curriculum/Special

Services Administrative Assistant

deannabryant@ccaschools.org

Calista Hagan, Homeless Services

Liaison

calistahagan@ccaschools.org

319-622-3255

## **INSTRUCTIONAL SERVICES**

**319-828-4510**

Angi Hoyer, Elementary Curriculum and  
Instruction Director

angeliahoyer@ccaschools.org

Matt Leeman

Associate Superintendent/Secondary

Curriculum Director

mattleeman@ccaschools.org

Michelle Skubal, Data Specialist

michelleskubal@ccaschools.org

PowerSchool Help

Deanna Bryant, Curriculum/Special

Services Administrative Assistant

deannabryant@ccaschools.org

## **COMMUNICATIONS**

**319-828-4510**

Laurie Haman, Chief Communications  
Officer

lauriehaman@ccaschools.org

- Media liaison

- Social Media/Website/Newsletter

- Finalsite

- Brand/logo Manager

## **TECHNOLOGY SERVICES**

**319-545-4490**

Kael Hankins, Technology Director

kaelhankins@ccaschools.org

LeAnn Hagen, Technology

Administrative Assistant

leannahagen@ccaschools.org

Technology Help Desk

helpdesk@ccaschools.org

319-545-4496

## **HEALTH SERVICES**

**319-828-4510**

Whitney Eister, Health Services Director

whitneyeister@ccaschools.org

## **NUTRITION SERVICES**

**319-828-4510**

Missy Ortman, Food Services Director

missyortman@ccaschools.org

- Free and Reduced Meals

- Diet modification

Sarah Gaeta, Business Operations

Specialist

sarahgaeta@ccaschools.org

## **BUILDINGS AND GROUNDS**

**319-622-3255**

Maury Gallagher, Buildings and  
Grounds Director

maurygallagher@ccaschools.org

Colleen Conrad, Buildings & Grounds/  
Amana Elementary Secretary

colleenconrad@ccaschools.org

## **TRANSPORTATION SERVICES**

**319-545-2285**

Dennis Schreckengast, Transportation  
Director

dennisschreckengast@ccaschools.org

Carrie Hanson, Transportation Secre-  
tary

carriehanson@ccaschools.org



# Communications

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## **DISTRICT WEBSITE** [www.ccaschools.org](http://www.ccaschools.org)

The Clear Creek Amana Community School District website is the primary resource for information on all aspects of the district and schools. Parents and students will find a variety of helpful, timely information throughout the site, including the following:

School Calendar	Facility Planning	Open Enrollment Details
School Board Policies/Agendas	Lunch Menus	District News and more
School Delay Information	CCA Backpack (district and community events)	
Registration Information	Staff Directory	

## **DOWNLOAD THE CCACSD MOBILE APP**

The Clear Creek Amana Community Schools mobile app is an all-in-one information source for parents, students, staff, and the community. The app is free and available for download through the Apple Store or Google Play.

**Clipper Tipline:** One of the outstanding features of the mobile app is the Clipper Tipline reporting tool for users to provide the district with suggestions, security issues, and other important information. It can be an anonymous tool used for reporting.

Scan the  
QR code to  
download the  
app now.



- Customizable calendar views
- Notifications
- Staff Directories
- Easy Access to School Resources
- Clipper Tipline Reporting Tool
- Translates to many languages

## **FOLLOW DISTRICT SOCIAL MEDIA**

Social media is a great way to stay current with what's going on in your child's school and throughout the district. "Like" and follow the Clear Creek Amana Community School District social media for important news and updates at

**Facebook:** <https://www.facebook.com/CCACLIPPERS>.

**Instagram:** <https://www.instagram.com/ccaclippers/>

**Twitter:** <https://twitter.com/CCACLippers>

## **BLACKBOARD**

Blackboard is the district's mass communication system. District information, district newsletters and emergency communication is communicated through Blackboard. In an emergency situation, such as a school closing, a message will go out to every phone number and email we have for your family, as well as any emergency contact lines. Please make sure your phone numbers and email addresses are up-to-date to ensure you receive emergency messages. Changes to contact information should be sent to your child's school.

## **NEWSLETTERS**

Electronic "District-Wide News & Updates" newsletters are sent out to parents and staff every Thursday and contain important district announcements, board of education news, and short news items. Archived newsletters can also be found on the district website.

### **Individual School Newsletters or Friday Notes**

Each school distributes electronic newsletters for its school community, typically on Fridays.

# Communications

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## REMIND

Remind is a new District approved communication tool for parents, students, teachers, coaches, and administrators. It is the only two-way communication platform supported by the District for text messaging to and from CCA staff. Remind offers translation for two-way communication between teachers and families.

## Weather Related information

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The safety and well-being of students and staff is our top priority and the decision to close, delay, or release school is no simple matter. Before deciding to modify the school day due to extreme weather conditions, the Superintendent consults with a variety of experts both inside and outside of the District. Our commitment is to keep students, families, and staff safe, and to keep the community informed of weather-related school closings, delays, and cancellations in a timely manner.

The District must make one decision that is appropriate for more than 3,000 students. We recognize that this decision may not always fit with individual circumstances. Therefore, we support parents/guardians in making the best decision for their families. Parents/guardians may choose to keep their children at home if they are concerned about their child's safety due to weather conditions. In this event, they must notify the school and the absence will be recorded as excused.

Please note that we continually monitor the forecast from the National Weather Service (NWS) in order to make the best decision for students, staff, and families in a timely manner. The NWS's National Oceanic and Atmospheric Administration (NOAA) wind chill index chart is utilized in the District's decision-making process. The NOAA wind chill index chart can be found under Appendix A of these guidelines.

Announcements of District weather-related decisions are communicated through local media outlets (television, radio) and multiple District communication platforms. Notification will be sent directly to families by phone, text, and email through the District's Finalsite Mass Notification system. To receive notification through the District's Finalsite Mass Notification system, please ensure your contact information (e-mail and phone) is accurate in PowerSchool. Announcements are also posted on Clear Creek Amana's social media accounts (Facebook, Twitter, Instagram), individual school websites, and the District website. In addition, the District utilizes the official Clear Creek Amana mobile app to share weather-related notifications.

Please note, high school activity and athletic event decisions are determined at the building level and communicated by the building administrator/designee. Champions before and after school programs follow the same weather-related closing, late starts, and early dismissals as the school district.

If the number of weather-related cancellations requires days to be made up to complete the state-and Board-mandated number of instruction hours, we will add make-up dates to the end of the District calendar and we will alert parents and guardians about the calendar change.

**Link to district website for more specific information: <https://www.ccaschools.org/domain/2057>**

# Nutrition Services

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The Nutrition Department works with the standards set by the United States Department of Agriculture to offer nutritionally balanced, appetizing school meals to the students and staff of the Clear Creek Amana Community School District. Our meals and snacks must meet the standards set forth by the USDA.

## **BREAKFAST AND LUNCH MENUS**

All menus for all schools can be accessed on MealViewer. More information can be found on the district website at <https://www.ccaschools.org/nutrition> under menus.

## **MEAL PAYMENTS**

Clear Creek Amana Community School District uses InTouch, an online payment portal for meal payments and other fee payment processing. Meal money is pre-paid and credited to individual meal accounts. Parents can access InTouch through the PowerSchool parent portal. Once logged in, go to the left menu and click on “purchases and payments” to gain access to InTouch for payment transactions. All students are assigned an ID of which purchases are automatically recorded and deducted from the meal account balance. Recurring payments to InTouch can be set-up online in the InTouch portal.

## **A LA CARTE PURCHASES**

Milk is an a la carte item if purchased separate from a meal. The cost of a milk is \$.45 for all students regardless of their eligibility for free or reduced meals. Middle and High School students are offered a variety of “a la carte” items for breakfast and lunch. These items are available and priced the same for all students. If a student is eligible for free or reduced meals and would like to purchase a la carte items, money may be deposited in their meal account to cover these purchases. A la carte items meet Smart Snack requirements.

## **FREE AND REDUCED MEALS**

Clear Creek Amana Community School District students may be eligible to receive free or reduced-price meals (breakfast and lunch) in accordance with guidelines set forth by the National School Lunch and School Breakfast Programs. To be considered for eligibility, families must complete the Free and Reduced Meal Application annually.

Clear Creek Amana uses an online application system for secure, private and fast processing. Please go the link below and fill out the online application. The online application is available on the district website, <https://www.ccaschools.org/nutrition>.

## **DIET MODIFICATION**

If your student has a special medical dietary need, please download and complete the “Diet Modification Request Form” found on the district website at <https://www.ccaschools.org/Page/5024>. This form must be completed by a licensed medical professional as described on the form. The form only needs to be completed once, unless the diet modification changes.

# Technology

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The CCA Technology Department strives to give all CCA students the best opportunity to succeed in the classroom and beyond through the use of technology. In order to ensure that every student can access course materials, programs and internet-based resources every student in grades K-12 is provided a 1:1 device.

## **1:1 PROGRAMS**

Students in kindergarten through second grade are provided with an Apple iPad tablet which is stored in their home classroom. Students in third through fifth grade are provided a Chromebook which is stored in their home classroom. Beginning in grade six, students are provided a more capable Chromebook which they are responsible for charging at home and bringing to school each day. This helps ensure that all students have the technology they need to succeed at school and home. Chromebooks are replaced at the middle school and high school every four years.

Students in grades six through twelve will typically bring their Chromebooks home over summer break. However, when each 1:1 program reaches the end of its four year life-cycle or when your student is transitioning between 8th and 9th grade or graduating from high school we will ask your student to return their chromebook, bag and original charger.

## **HOME INTERNET ACCESS**

If your household does not have access to home internet due to income or other factors you may qualify for significant discounts on internet service and devices for your child. Please visit [www.getinternet.gov](http://www.getinternet.gov) for more information and to apply.

If you are still unable to access internet service at home please call the technology hotline (319) 545-4496 and we may be able to provide assistance depending on your situation and location.

## **INTERNET FILTERING AND MONITORING**

Internet access from CCA 1:1 devices is filtered and monitored. Starting with grade six, automated and manual systems are also used to assist with student wellness monitoring and classroom focus. These systems may detect certain sentiments expressed by your student including bullying, violence, grief and self-harm. These systems automatically notify designated administrators and counselors at the appropriate building so they can support students in need. You will find more information on the CCA website regarding internet filtering and monitoring, including your ability as a parent to adjust filtering at home.

## **LEARNING MANAGEMENT SYSTEMS**

Parents can keep up with grades and classwork through our Learning Management Systems (LMS). Seesaw is used in kindergarten through second grade and Schoology is used in grades six through twelve. For third through fifth grade please check with your child's homeroom teacher. You can sign up for Seesaw through the invite from your child's teacher. You can sign up for Schoology at [schoolology.com](http://schoolology.com), please contact your child's building office for your parent code to link your account to one or more students.

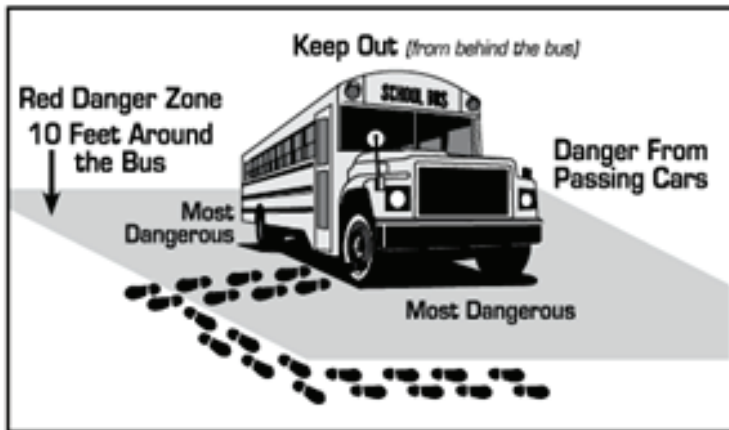
## **CONTACTING THE TECHNOLOGY DEPARTMENT**

If you need assistance with your child's account or device, you can reach a member of the Tech Dept at 319-545-4496 or by sending an email to [helpdesk@ccaschools.org](mailto:helpdesk@ccaschools.org). Additional information about the Tech Dept can be found on the CCA website at <https://www.ccaschools.org/Page/4970>.

# Transportation

## A COOPERATIVE EFFORT

Please review the following information and procedures with your student(s) by Friday, August 18th, 2023.



Please call 319-545-2285 any time your child will not be riding the bus. If transportation is needed at a later date, your need will be met. This cooperative effort will help save time and energy.

A. Bus route pick-up and drop-off information will be located in your student(s) PowerSchool Custom Screens selection by Friday, August 11th. Bus routes have a set order for pick-up and drop-off of students to ensure efficiencies. As new students or families are added, these times are subject to slight changes. As you know, weather-related issues might cause slight delays due to road conditions.

B. Be respectful of route stop times. Students should be at their designated "bus stops" 5 minutes in advance of the established pick-up time. \*If students are not at their designed "bus stop," drivers will give a visual review of the area and continue on no sooner than 1 minute after the stop time. Please be sure students are dressed appropriately for the weather conditions. We will not make return trips for those who have missed the bus.

C. With the new bell tiers we no longer have "late" buses so when buses depart a building once they are loaded our intentions are to not have to return. Building staff will do everything they can to ensure students are on the bus, but if your student does not do their part you will be responsible for getting them home. Once wheels are rolling at the building it is not safe for a lineup of buses to stop.

We do have three buses that are fully equipped with lap shoulder belts (seatbelts). ALL passengers are required to wear them if assigned to a route or field trip utilizing these buses. Please take a minute to talk with your children about these expectations. Even if they do not normally ride the bus they will probably ride one for field trips. The transportation department's main priority is student safety.

## STUDENT ELIGIBILITY FOR TRANSPORTATION

Elementary and middle school students living more than two miles from their designated school attendance centers and high school students living more than three miles from their designated attendance center are entitled to transportation to and from their attendance center at the expense of the school district.

## VIDEO CAMERAS

There are video cameras on all of our school buses. The video cameras will be used to monitor student and staff behavior and may be used as evidence in a student disciplinary proceeding.

## BUS SAFETY DRILLS

The District will conduct school bus safe riding practices instruction and emergency safety drills at least twice during the school year for students who utilize school district transportation.

# Transportation

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## **BUS DISCIPLINE**

The number one priority of school bus drivers is to safely transport children to and from school. Not only is this a very important job, it is also very difficult. While drivers have to give their primary attention to the road, they are also expected to maintain discipline on the buses.

There are up to 60 children on each bus, often sitting behind tall seats so the driver can barely see them when making occasional glances into the rear-view mirror. Without the cooperation of the students and the support of the parents and the school administrators, it just is not possible for drivers to meet all the expectations of their job.

Bus drivers report student discipline issues to the Transportation Director who works with the building principals to determine the next steps. Parents will be notified and depending on the seriousness of the violation a warning is issued. Additional violations may result in bus privileges being revoked for periods determined by administrators.

Compare the job of a bus driver to that of a teacher. Bus drivers have three times as many students as most classrooms and they have their backs to the class. They cannot see and react to every situation. Please talk to your kids about school bus behavior. The most effective discipline plans start in the home. Help the drivers and the administrators develop a system that makes student transportation safe for all. Remember, our number one goal is safe transportation for our children.

If you have school bus concerns or questions, please contact the CCA Transportation Director at 319-545-2285. As a part of your school transportation team, we are committed to the goal of providing a safe and pleasant ride for all students on a daily basis. Your cooperation is always appreciated in helping us achieve this goal.

# PowerSchool Parent Portal

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PowerSchool is the CCA Student Information System, which stores student information such as demographics, emergency contacts, grades, attendance, and much more!

The District creates parent accounts, enabling parents to access the PowerSchool Parent Portal. Most generally there is one parent account per family, but additional accounts can be set up per request.

The PowerSchool Parent Portal can be accessed through any of the following:

- <https://ccaschools.powerschool.com/public/home.html>
- The PowerSchool link in the toolbar on the homepage of the District website
- The PowerSchool link on the CCA Schools app

More information can be found on the District website. If you have any questions or need assistance logging in, please contact Michelle Skubal at michelleskubal@ccaschools.org or calling 319-828-4510.

# Health Services

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## IMMUNIZATIONS

State law requires that all children attending school must be fully immunized and have an Iowa Department of Public Health Certificate of Immunization on file at school **by the first day of attendance**. This means that before your child enters CCA for the first time, the required Iowa Department of Public Health Certificate of Immunization must be completed and returned to the child's school. The immunization law has provided for religious and medical exemptions and for certain provisional certifications. Forms are available from your child's healthcare provider or the school nurse for those situations. **Please return completed forms to your child's attendance center before their first day of school.** Iowa immunization law states that "students who do not provide a Certificate of Immunization, Provisional Certificate Immunization, or Certificate of Immunization Exemption to the school on the first day of school cannot attend."

## PHYSICAL

A current (within the past 12 months) physical examination by a licensed healthcare provider is required when a student enters Clear Creek Amana Schools for the first time. This includes all kindergarten and new students. A physical form is enclosed in this packet. **Please return your child's completed current physical form before the first day of school.**

## BLOOD LEAD SCREEN

Iowa HF 158 mandates that all children entering Kindergarten have proof of a blood lead screen. There is a place to note blood lead screen results on the CCA physical form or your healthcare provider may provide written proof of a current screen. **Please submit your child's results to the health office before the first day of school.**

## DENTAL

All children enrolling in Kindergarten and 9th grade must present documentation of a dental screening or exam upon enrollment. Per Iowa Department of Health regulations, "a screening for kindergarten is valid from age 3 to 4 months after enrollment date" and "a screening for 9th grade is valid from one year prior to enrollment to four months after enrollment date. The required Certificate of Dental Screening is enclosed in this packet. **Please return the completed form to your child's attendance center.** Exemptions are allowed for religious and financial hardships and alternate certificates are available from the school nurse for those situations.

## VISION EXAM

All children entering kindergarten and third grade are required to have a vision screen and results must be submitted by the school nurse to the Iowa Department of Public Health no later than 6 months after the start of the school year. Please have your child's healthcare provider note vision screen date and results on their physical form. We will also partner with local Lion's Clubs, UIHC KidSight, and private local vision specialists when available to screen elementary students during the school year.

## MEDICATION AT SCHOOL

When necessary, medications will be administered at school by trained personnel. The medication should be brought to school by a parent/guardian and delivered to the office. The following guidelines apply to all medications given at school:

1. The medicine must be in the original container with the entire label intact (not in baggies or envelopes). Pharmacies are usually happy to provide a "school bottle" and a "home bottle" for prescription medications

# Health Services

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when asked.

2. An over-the-counter (OTC) medicine bottle must have the student's name written on it.
3. All OTC medications given must have authorization from the parent (written preferred, verbal accepted).
4. All prescription medication must have written authorization from the parent and the healthcare provider.
5. A Request for Necessary Medication in School must accompany all prescription medications. These are available at your child's school and on our website.

**If your child uses a rescue inhaler, please make sure that the school health office has one on hand at all times.** Students may carry their own rescue inhalers with parent and healthcare provider permission. Please contact your child's school nurse for the proper paperwork if they will be carrying and administering their own rescue inhaler.

**If your child is prescribed an EpiPen to use in the case of an allergic/anaphylactic reaction, please make sure that the school health office has one on hand at all times.** (An emergency plan will be written outlining the allergen, possible signs and symptoms of a reaction, actions to take to remedy the reaction, and emergency contact information.)

There is an area in PowerSchool for you to complete during registration that gives you the option of granting or denying permission for trained school staff to administer stock over-the-counter medications (ibuprofen, acetaminophen, antacids) during the school day, if deemed necessary by health office personnel. If your child is an elementary student and you grant permission, we will still attempt to call and discuss with you if we think your child needs medication and to make sure the medication was not given at home before school.

## **ABSENCES, ILLNESSES, AND INJURIES**

Please notify the school if your child is going to be absent or tardy. If the absence involves an illness, your child should not return to school until his/her symptoms have subsided and he/she has been **fever-free (temperature of less than 100°F) for 24 consecutive hours without the aid of fever reducers (i.e. Tylenol/acetaminophen, Aleve/Motrin/ibuprofen, etc.)**. If your healthcare provider has prescribed an oral antibiotic for your child's illness and there is a risk of spreading the disease, your child should not return to school until 24 hours after starting the medication. The school nurse, health associate, or office personnel will evaluate students who become ill at school. If it is determined that the child is too sick to remain in school, a parent/guardian will be called and asked to come and pick the child up. If a child is seriously injured at school, every effort will be made to contact a parent/guardian.

## **Interested in a future with CCA?**

For all job postings, visit here:





# Student Fees

<b>STUDENT FEES</b>	<b>2023-2024</b>	
Textbook/Supply Fees		
K-5	\$55.00	
K-5 reduced*	\$22.00	
6-8	\$100.00	
6-8 reduced*	\$40.00	
9-12	\$120.00	
9-12 reduced*	\$48.00	
Transportation Fee	FREE	
<b>MEALS</b>	<b>LUNCH</b>	<b>BREAKFAST</b>
K-5	\$2.90	\$1.85
6-8	\$2.95	\$1.85
9-12	\$3.00	\$1.85
Adult	\$4.85	\$2.00
K-12 reduced*	\$.40	\$.30
A la carte or extra milk	\$.45	\$.45
<b>YEARBOOK</b>		
PK-5	\$10.00	
6-8	\$15.00-\$18.00	
9-12	\$55.00	
<b>HIGH SCHOOL</b>		
Band shoe rental	\$25.00	Freshmen only
Band gloves	\$2.50	
Driver's education full tuition	\$415.00	
Driver's education reduced tuition	\$166.00	
<b>ACTIVITY PASSES</b>		
PK - ALL PK	FREE	Pilot for '23-'24
K-5 CCA Students	FREE	Pilot for '23-'24
6-12 CCA Students	FREE	Pilot for '23-'24
Adult Pass	\$95.00	
Family Pass	\$255.00	
Senior Citizen	FREE, must be a CCA resident	
Employee/board	FREE for employee and family	
<b>ADMISSIONS</b>	<b>ADULT</b>	<b>STUDENT</b>
High School events	\$6.00	FREE for '23-24
High School lower level	\$5.00	FREE for '23-24
Spring Musical	\$10.00-\$15.00	FREE for '23-24
Fall Play	\$5.00	FREE for '23-24
Middle School events	\$3.00	FREE for '23-24

Students may be assessed fines, charges, and/or fees for the materials needed in a course, for overdue school materials, for additional supplies/items required for participating in activities or for misuse of school property.

**\*FREE AND REDUCED FEE APPLICATION:**

Legal custodians or students who complete the free and reduced application and meet the specific financial eligibility standard as set by the Department of Education Bureau of Food & Nutrition or by direct certification from the Department of Human Services, shall automatically be granted a full or partial fee waiver depending on their qualification.

Items that qualify are: Textbooks/instructional license fee, breakfast, lunch and driver's education. Scan the code below to learn more and for the Free and Reduced application.



# Community Resources

## COMMUNITY CONTACTS

### Amana Colonies

<https://amanacolonies.com/>  
(319) 622-7622

### City of Coralville

<https://www.coralville.org/>  
(319) 248-1700

### City of North Liberty

<http://northlibertyiowa.org>  
(319) 626-5700

### City of Oxford

[www.cityofoxfordiowa.com](http://www.cityofoxfordiowa.com)  
(319) 828-4742

### City of Tiffin

<https://tiffin-iowa.org/>  
(319) 545-2572

## COMMUNITY LIBRARIES

### Amana Community Library

[www.ccaschools.org/domain/3338](http://www.ccaschools.org/domain/3338)  
(319) 622-3192

### Coralville Public Library

[www.coralvillepubliclibrary.org](http://www.coralvillepubliclibrary.org)  
(319) 248-1850

### North Liberty Library

<https://northlibertylibrary.org>  
(319) 626-5701

### Oxford Public Library

[www.oxford.lib.ia.us/](http://www.oxford.lib.ia.us/)  
(319) 828-4087

### Springmier Community Library

[www.ccaschools.org/domain/2171](http://www.ccaschools.org/domain/2171)  
(319) 545-2960

## FOOD BANKS AND FAMILY RESOURCES

### CommUnity Crisis Services and Food Bank

1121 S Gilbert Ct.  
Iowa City  
Food Bank: (319) 351-0128  
Crisis Phone/Text: 988  
Mobile Crisis: (855) 581-8111

### Coralville Community Food Pantry

804 13th Ave.  
Coralville  
(319) 337-3663

### Domestic Violence Intervention Program (DVIP)

1105 S. Gilbert Ct. #300  
Iowa City  
(800) 373-1043

### Family Resource Center - Food Pantry

Grey Building in Middle School parking lot  
Tiffin  
(319) 545-2281

### Iowa Legal Aid Iowa City Regional Office

1700 S 1st Ave. Ste. 10  
Iowa City  
(800) 532-1275

### Johnson County Social Services

855 S Dubuque St.  
Iowa City  
(319) 356-6090

### Middle Amana Church- Food Pantry

1112 26th Ave,  
Middle Amana  
(319) 622-6155

### North Liberty Community Food Pantry

89 N Jones Blvd.  
North Liberty  
(319) 626-2711

### Shelter House Iowa City

429 Southgate Ave.  
Iowa City  
(319) 351-0326

### United Action for Youth (UAY)

1700 S 1st Ave. #14  
Iowa City  
(319) 338-7518

### Willis Dady Homeless Services

1247 4th Ave SE  
Cedar Rapids  
(319) 362-7555

### Iowa Department of Health and Human Services

[www.hhs.iowa.gov/how-to-apply](http://www.hhs.iowa.gov/how-to-apply)

## DISTRICT AND COMMUNITY EVENTS

### CCA Digital Backpack

<https://www.ccaschools.org/Page/2083>

### CCA District Website

[www.ccaschools.org](http://www.ccaschools.org)

## STAY CONNECTED

FOLLOW US ON SOCIAL MEDIA



/CCACLIPPERS



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Clear Creek Amana Community School District  
2023-24 School Calendar

Summary of Calendar:  
Days/Hrs. in classroom:  
First Semester 80/497.33  
Second Semester 96/596  
PLP hrs.....32  
**TOTAL DAYS/HRS 176/1125.33**  
1080 hrs minimum

**CALENDAR LEGEND**

- Begin/End
- Six Weeks/Qtr
- No School/Profess Development
- Early Dismissal Tchr Learning
- Holidays
- Vacation Days

Student Days.....176  
Tchr Profess Days..... 12  
Teacher Days.....188

All offices are closed on major holidays including:  
October 13<sup>th</sup>  
November 24<sup>th</sup>  
December 22<sup>nd</sup> – January 2<sup>nd</sup>  
February 16<sup>h</sup>  
March 11<sup>th</sup> – 15<sup>th</sup>

Full days 136 x 6 hrs 40 mins/day=906.67  
Part days 40 x 4 hrs 40 mins /day=186.67  
Plus 32 PT conf =1125.34 hrs total

August 2023					Days/Hours	
M	T	W	Th	F		
	1	2	3	4		
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25	3	2/1
28	29	30	31		4	3/1
<b>September 2023</b>						
				1	1	1/0
4	5	6	7	8	4	3/1
11	12	13	14	15	5	4/1
18	19	20	21	22	5	4/1
25	26	27	28	29	5	4/1
<b>October 2023</b>						
2	3	4	5	6	5	4/1
9	10	11	12	13	3	2/1
16	17	18	19	20	5	4/1
23	24	25	26	27	5	4/1
30	31				2	2/0
<b>November 2023</b>						
		1	2	3	3	2/1
6	7	8	9	10	4	3/1
13	14	15	16	17	5	4/1
20	21	22	23	24	2	2/0
27	28	29	30		4	3/1
<b>December 2023</b>						
				1	1	1/0
4	5	6	7	8	5	4/1
11	12	13	14	15	5	4/1
18	19	20	21	22	4	2/2
25	26	27	28	29	0	
<b>January 2024</b>						
1	2	3	4	5	3	2/1
8	9	10	11	12	5	4/1
15	16	17	18	19	4	3/1
22	23	24	25	26	5	4/1
29	30	31			3	2/1
<b>February 2024</b>						
			1	2	2	2/0
5	6	7	8	9	5	4/1
12	13	14	15	16	3	2/1
19	20	21	22	23	5	4/1
26	27	28	29		4	3/1
<b>March 2024</b>						
				1	1	1/0
4	5	6	7	8	5	4/1
11	12	13	14	15	0	
18	19	20	21	22	5	4/1
25	26	27	28	29	5	4/1
<b>April 2024</b>						
1	2	3	4	5	4	3/1
8	9	10	11	12	5	4/1
15	16	17	18	19	5	4/1
22	23	24	25	26	3	2/1
29	30				2	2/0
<b>May 2024</b>						
		1	2	3	3	2/1
6	7	8	9	10	5	4/1
13	14	15	16	17	5	4/1
20	21	22	23	24	5	4/1
27	28	29	30	31	4	2/2
<b>June 2024</b>						
3	4	5	6	7		

**Date Events**  
 Aug 7-10 New Teachers  
 Aug 14-18 Teacher Work/PD Day  
 Early Dismissal First Day of School  
 Aug 23 Begin 1<sup>st</sup> Semester  
 Aug 23,30 Early Dismissal  
 Sept 6,13,20,27 Early Dismissal  
 Sept 4 Labor Day (No School)  
 Oct 4,11,18,25 Early Dismissal  
 Oct 3 End 1<sup>st</sup> 6 weeks (29 days/181.33 hrs)  
 Oct 10-12 PLP  
 Oct 12-13 No School  
 Oct 26 End 1<sup>st</sup> Qtr (44 days/273.33 hrs)  
 Nov 1,8,15,29 Early Dismissal  
 Nov 7 No School/Teacher PD  
 Nov 16 End 2<sup>nd</sup> 6 wks (29 days/179.33 hrs)  
 Nov 16 End 1<sup>st</sup> Trimester (58 days/360.33 hrs)  
 Nov 22 No School  
 Nov 23-24 Thanksgiving Holiday (No School)  
 Dec 6,13,20,21 Early Dismissal  
 Dec 22-Jan. 1 Winter Break (No School)  
 Dec 21 End 1<sup>st</sup> Semester (80 days/497.33 hrs)  
 Dec 21 End 3<sup>rd</sup> 6 wks (22 days/136.67 hrs)  
 Dec 21 End 2<sup>nd</sup> Qtr (36 days/224 hrs)  
 Jan 1 Winter Break (No School)  
 Jan 2 No School/Teacher PD  
 Jan 3 Begin 2<sup>nd</sup> Semester  
 Jan 3,10,17,24,31 Early Dismissal  
 Jan 15 Martin Luther King Day (No School)  
 Feb 1 George Washington Carver Day  
 Feb 7,14,21,28 Early Dismissal  
 Feb 13-15 PLP  
 Feb 15,16 No School  
 Feb 23 End 4<sup>th</sup> 6 wks (35 days/217.33hrs)  
 Feb 23 End 2<sup>nd</sup> Trimester (57 days/354 hrs)  
 Mar 6,20,27 Early Dismissal  
 Mar 11-15 Spring Break (No School)  
 Mar 8 End 3<sup>rd</sup> Qtr (45 days/280 hrs)  
 Apr 3,10,17,24 Early Dismissal  
 Apr 5 No School/Teacher PD  
 Apr 15 End 5<sup>th</sup> – 6 wks (30 days/188 hrs)  
 Apr 22 & 23 No School  
 May 1,8,15,22,29 Early Dismissal  
 May 23 Seniors Last Day  
 May 24 Graduation  
 May 27 Memorial Day (No School)  
 May 31 End 6<sup>th</sup> – 6 wks (31 days/190.67 hrs)  
 May 31 End 4<sup>th</sup> Qtr (51 days/316 hrs)  
 May 31 End 3<sup>rd</sup> Trimester (61 days/378.67hrs)  
 May 31 End 2<sup>nd</sup> Semester (96 days/596 hrs)  
 Early Out Last Day Of School  
 June 3 Teachers Work & Last Day



TO: Principals/Health Personnel in Grant Wood AEA Service Area  
FROM: Melissa Grennan, Regional Administrator,  
Grant Wood AEA Hearing Department

DATE: February 2023

RE: Annual Hearing Screening Parent Notification

We will be providing your school's annual hearing testing during the upcoming 2023-2024 school year.

We are asking that each school notify parents that hearing testing will occur during the school year. Follow-up testing may occur periodically if previous hearing test results were not within normal limits. Parents who do not want their child's hearing tested need to notify the school in writing each year they do not want this service. The school should then notify their school audiologist of these requests. This could be done when we are at your school. If your school is usually tested later in the year, a reminder in a newsletter before we arrive is also recommended. Please include the following in your student handbook:

Hearing Screening: Grant Wood Area Education Agency (GWAEA) screens all students in PreSchool, Alternative Kindergarten (AK), Kindergarten, and grades 1, 2, and 5. Students in grades 3, 4, middle, and high school, who are new to the school, that don't have a documented hearing test, and some students with a history of known hearing loss will also be tested. Follow up testing may occur periodically if previous hearing test results were not within normal limits. Parent/guardians not wishing their child's hearing tested should notify the health office in writing at the beginning of the year. Parents/guardians with concerns about their child's hearing may contact their school nurse or Grant Wood Area Education Agency to schedule a hearing test at any time, (319)399-6700.

Thank you for your cooperation in this matter.

**SIXTH STREET FACILITY**

4401 Sixth Street SW  
Cedar Rapids, IA 52404  
800-332-8488 • Fax: 319-399-6457

**33RD AVENUE FACILITY**

1120 33rd Avenue SW  
Cedar Rapids, IA 52404  
800-332-8488 • Fax: 319-399-6474

**CORALVILLE FACILITY**

2301 Oakdale Boulevard  
Coralville, IA 52241  
800-854-0446 • Fax: 319-626-1101

To ensure success for all learners.  
[www.gwaea.org](http://www.gwaea.org)