



Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
Student Achievement: <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	Learning Environments: <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	Staff Development: <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	Community Engagement: <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	Resources: <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT  
BOARD WORK SESSION MINUTES  
JULY 13, 2015**

**100: CALL TO ORDER AND DETERMINATION OF A QUORUM**

The Linn-Mar Community School District Board of Education work session was called to order at 6:00 PM in the Board Room of the Learning Resource Center. Roll was taken and it was determined a quorum was present. Board members present: Isenberg, Buchholz, Crawford, Hutcheson, Patterson, and Wilson. Absent: Gadelha. Administration present: Shepherd, Bisgard, Breitfelder, Anderson, K. Christian, Ramos, Ironside, Morrison, and Schumacher.

**200: REVISION AND/OR ADOPTION OF THE AGENDA   Motion 312-07-13**

Motion by Patterson for the Board to adopt the work session agenda as presented. Second by Hutcheson. Voice vote. Motion unanimously approved.

**300: WORK SESSION/DISCUSSION INFORMATION**

**301: Tour of High School Renovations**

Chad Schumacher, High School Renovations Project Manager and Administrator, led the Board on a tour of the High School renovations.

**400: ADJOURNMENT   Motion 313-07-13**

Motion by Wilson for the Board to adjourn the work session at 6:46 PM. Second by Patterson. Voice vote. Motion unanimously approved.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary

*Minutes respectfully submitted by:  
Angie Morrison, Board Secretary  
July 13, 2015*



Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
<b>Student Achievement:</b> <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	<b>Learning Environments:</b> <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	<b>Staff Development:</b> <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	<b>Community Engagement:</b> <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	<b>Resources:</b> <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT  
BOARD REGULAR SESSION MINUTES  
JULY 13, 2015**

**100: CALL TO ORDER AND DETERMINATION OF A QUORUM**

The Linn-Mar Community School District Board of Education regular session was called to order at 7:00 PM in the Board Room of the Learning Resource Center. Roll was taken and it was determined a quorum was present. Board members present: Buchholz, Crawford, Hutcheson, Patterson, Wilson, and Isenberg. Absent: Gadelha. Administration present: Shepherd, Bisgard, Breitfelder, Anderson, K. Christian, Ramos, Ironside, Morrison, and Schumacher.

**200: REVISION AND/OR ADOPTION OF THE AGENDA** **Motion 314-07-13**

Motion by Buchholz for the Board to adopt the regular session agenda as presented. Second by Patterson. Voice vote. Motion unanimously approved.

**300: AUDIENCE COMMUNICATIONS**

**400: RESOLUTIONS, OPENING OF BIDS, AND PUBLIC HEARINGS**

**500: RECOGNITIONS/PROCLAMATIONS**

**501: Introduction of New Cabinet Members**

Board President, Tim Isenberg, introduced Superintendent Shepherd. Cabinet members Shannon Bisgard, Associate Superintendent and Chief Academic Officer, and Leisa Breitfelder, Executive Director of Student Services, introduced themselves and shared some of their background.

**600: BOARD ANNOUNCEMENTS AND REPORTS**

**601: Marion City Council**

Wilson reported that the July 7<sup>th</sup> and 9<sup>th</sup> meetings of the Marion City Council did not include anything that effected the District directly.

**700: INFORMATIONAL REPORTS**

**701: Tower Terrace Update**

Isenberg reported that he and Anderson met with City Manager Lon Pluckhahn with the proposed language requesting an over/underpass be included in the Tower Terrace Road project. Pluckhahn will take the proposed language to the City for consideration and be in touch.

## **800: SUPERINTENDENT'S REPORT**

### **801: Superintendent's Update**

Superintendent Shepherd updated the Board on his 100-Day Plan which included the following highlights:

- Will host a listening and learning tour over the summer/fall to build communication, solicit input, and identify priority areas with administrators, community, and staff.
- Will present a State of the District report in January with identified areas of strength and growth.
- Will facilitate a Board planning retreat in February/March to gather feedback and input on the identified strategic initiatives.

## **900: UNFINISHED BUSINESS**

### **1000: NEW BUSINESS**

#### **1001: Approval of LMSEAA Agreement** **Motion 315-07-13**

Motion by Hutcheson for the Board to approve the Linn-Mar Secretarial and Educational Assistant Association (LMSEAA) Agreement for 2015-16 for a total package increase of 3.84 percent. Second by Patterson. Voice vote. Motion unanimously approved.

#### **1002: Approval of SEIU Agreement** **Motion 316-07-13**

Motion by Buchholz for the Board to approve the Service Employees International Union (SEIU) Agreement for 2015-16 for a total package increase of 2.82 percent. Second by Hutcheson. Voice vote. Motion unanimously approved.

#### **1003: Open Enrollment Requests** **Motion 317-07-13**

Motion by Wilson for the Board to approve the following Open Enrollment Requests. Second by Patterson. Voice vote. Motion unanimously approved.

#### ***Approved In***

Name	Grade	Resident District	Reason
Gonzales, Samuel	11 <sup>th</sup>	Marion Independent	Good Cause
Orr, Kyli	10 <sup>th</sup>	Mt Vernon	Good Cause
Orr, Marcus	8 <sup>th</sup>	Mt Vernon	Good Cause
Rouse, Chloe	2 <sup>nd</sup>	Marion Independent	Good Cause

#### ***Denied In***

Name	Grade	Resident District	Reason
Jones, Ayianna	1 <sup>st</sup>	Marion Independent	Good Cause

## **1100: CONSENT AGENDA**

### **1101 Personnel**

#### ***Certified Staff: Assignment/Reassignment/Transfer***

Name	Assignment	Dept. Action	Salary Placement
Dabroski, Molly	From Teacher Leader to BW 1 <sup>st</sup> Grade Teacher	August 18, 2015	Same
Fillner, Scott	BW 4 <sup>th</sup> Grade Teacher	August 14, 2015	MA+15 Step 15
Finnerty, Michael	HS Student Support Services Teacher	August 14, 2015	BA+24 Step 3
Hachey, Carly	LG 4 <sup>th</sup> Grade Teacher	August 14, 2015	BA Step 9

***Certified Staff: Resignation***

Name	Assignment	Dept. Action	Reason
Burk, Jeremy	OR Social Studies Teacher	June 26, 2015	Personal
Forbes, Ben	HS Student Support Services Teacher	June 25, 2015	Relocation

***Classified Staff: Assignment/Reassignment/Transfer***

Name	Assignment	Dept. Action	Salary Placement
Andersen, Rex	From IC to LRC Custodian	July 6, 2015	Same
Balster, Janet	NS From District Rover to BW Cashier	August 24, 2015	Same
Bayramgalin, Jen	OR From SSA to Building Secretary	August 3, 2015	LMSEAA IV, Step 8
Brown, Cheryl	NS LG General Help – From 5.5 to 6.25 hrs/day	August 24, 2015	Same
Culver, Katie	AC Aquatic Instructor	July 1, 2015	\$10.00/hr
Fuller, Brent	From LG to IC Custodian	July 6, 2015	Same
Heald, Margaret	NS EX General Help – From 5.25 to 3.75 hrs/day	August 24, 2015	Same
Kruse, Kara	EH Student Support Associate	August 19, 2015	LMSEAA II, Step 6
Merritt, Amanda	OR Attendance Secretary	August 3, 2015	LMSEAA IV, Step 10
Peddicord, Tricia	From Part-time SSA to Full-time General Ed. Assistant	August 19, 2015	Same
Philipp, Lisa	NS WE General Help – From 3.75 to 5.25 hrs/day	August 24, 2015	Same
Richardson, Kim	Success Student Support Associate	August 19, 2015	LMSEAA II, Step 10
Taylor, Brandy	EX Student Support Associate	August 19, 2015	LMSEAA II, Step 10
Zimmer, Michele	HS Building Secretary II (9/10)	August 6, 2015	LMSEAA IV, Step 10

***Classified Staff: Resignation***

Name	Assignment	Dept. Action	Reason
Kuempel, Andy	WE SAM	July 1, 2015	Personal

***Extra-Curricular Positions: Assignment/Reassignment/Transfer***

Name	Assignment	Dept. Action	Salary Placement
Evans, Tristan	HS Assistant 9 <sup>th</sup> Grade Football Coach	July 3, 2015	Schedule H, Category D

***Extra-Curricular Positions: Resignation***

Name	Assignment	Dept. Action	Reason
Dickinson, Steve	HS Head Varsity Girls Soccer Coach	June 2, 2015	Personal
Gass, Ryan	HS Head 9 <sup>th</sup> Grade Boys Basketball Coach	July 1, 2015	Personal
Kelly, Kate	OR Assistant Cross Country Coach	June 30, 2015	Personal

1102: Approval of Minutes from June 22, 2015*Exhibit 1102.1*1103: Approval of Bills*Exhibits 1103.1-2*1104: Approval of Contracts*Exhibits 1104.1 thru 1104.5*

1. National School Board Association (NSBA) national connection fee for the period of October 1, 2015 through September 30, 2016 for a total of \$4,165.00.
2. Interagency agreement for Special Education Alburnett CSD (1). (*For student confidentiality, no exhibit provided.*)
3. Letter of Engagement with Nolte, Corman & Johnson, Certified Public Accountants, for auditing services for the year ended June 30, 2015, for a fee not to exceed \$23,500.
4. Facility Use Agreement with US Cellular Center Arena for the Linn-Mar graduation ceremonies on May 29, 2016.



5. Memorandum of Agreement with City of Cedar Rapids for the purpose of establishing and operating an adult crossing guard program at designated school crossings within the City of Cedar Rapids.

#### 1105: Board Information

#### 1106: Items Removed from the Consent Agenda for Separate Action

#### 1107: Approval of the Consent Agenda **Motion 318-07-13**

Motion by Buchholz for the Board to approve the Consent Agenda as presented. Second by Patterson. Voice vote. Motion unanimously approved.

### **1200 COMMUNICATIONS, ANNOUNCEMENTS, AND TRANSMITTALS**

#### 1201: Communications

- Hutcheson extended a formal apology to the Board and Cabinet for the manner in which he questioned the Affirmative Action Plan during the June 22<sup>nd</sup> Board meeting. Hutcheson expressed that the Board/Cabinet have an exceptional working relationship and he did not want his comments to change that.
- Members of the Board requested the tennis courts be evaluated again along with the recent concerns shared about the baseball/softball complex.

#### 1202: Calendar

- The Board is invited to attend a luncheon for new teachers on Friday, August 14<sup>th</sup> in the LRC Board Room beginning at noon.

Date	Time	Event	Location
July 21 <sup>st</sup>	4:00 PM	Marion City Council Work Session	Marion City Hall
July 22 <sup>nd</sup>	7:00 AM	Executive Committee	LRC Office Conf Room
July 23 <sup>rd</sup>	5:30 PM	Marion City Council Meeting	Marion City Hall
Date	Time	Event	Location
August 4 <sup>th</sup>	4:00 PM	Marion City Council Work Session	Marion City Hall
August 6 <sup>th</sup>	5:30 PM	Marion City Council Meeting	Marion City Hall
August 10 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
August 12 <sup>th</sup>	7:00 AM	Executive Committee	LRC Office Conf Room
August 14 <sup>th</sup>	Noon	New Teacher Luncheon	LRC Board Room
August 18 <sup>th</sup>	3:30-6:00	Superintendent Meet & Greet	LRC Board Room
August 18 <sup>th</sup>	4:00 PM	Marion City Council Work Session	Marion City Hall
August 20 <sup>th</sup>	5:30 PM	Marion City Council Meeting	Marion City Hall
August 20 <sup>th</sup>	7:30 AM	All Staff Kickoff	HS Auditorium
August 24 <sup>th</sup>		First Day of School	
August 24 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
August 26 <sup>th</sup>	7:00 AM	Executive Committee	LRC Office Conf Room
Date	Time	Event	Location
September 4 <sup>th</sup>	7:30 AM	Board Visit: Echo Hill	Echo Hill Elementary
September 8 <sup>th</sup>		School Board Election	
September 9 <sup>th</sup>	7:00 AM	Executive Committee	LRC Office Conf Room
September 14 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
September 23 <sup>rd</sup>	7:00 AM	Board Visit: Novak	Novak Elementary
September 28 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room

## 1203 Committees

<b>Committee</b>	<b>Participants</b>
Executive Committee	Tim Isenberg, Barry Buchholz, Quintin Shepherd
Finance/Audit Committee	Buchholz, Hutcheson, Wilson, Shepherd, Anderson, Morrison
Policy Committee	Rene Gadelha, Tina Patterson, Quintin Shepherd
Career & Technical Education	Elizabeth Wilson, Shannon Bisgard
Construction Advisory Council	Barry Buchholz, Rick Ironside, Quintin Shepherd
Ed Leader 21	Rene Gadelha, Elizabeth Wilson, Leisa Breitfelder, Shannon Bisgard
ERMA (Energy Efficiency)	Todd Hutcheson, Rick Ironside
Equity Advisory	Tina Patterson, Shannon Bisgard, Jeri Ramos, Karla Christian
Health & Human Development	Barry Buchholz, Leisa Breitfelder
Legislative	Tina Patterson, Quintin Shepherd
Linn-Mar Foundation	Quintin Shepherd
School Improvement Advisory	Rene Gadelha, Shannon Bisgard
Special Education Advisory	Tina Patterson, Elizabeth Wilson, Leisa Breitfelder
Technology Advisory	Tim Isenberg, Jeri Ramos

### **1300: ADJOURNMENT Motion 319-07-13**

Motion by Wilson for the Board to adjourn the regular session at 7:52 PM. Second by Crawford. Voice vote. Motion unanimously approved.

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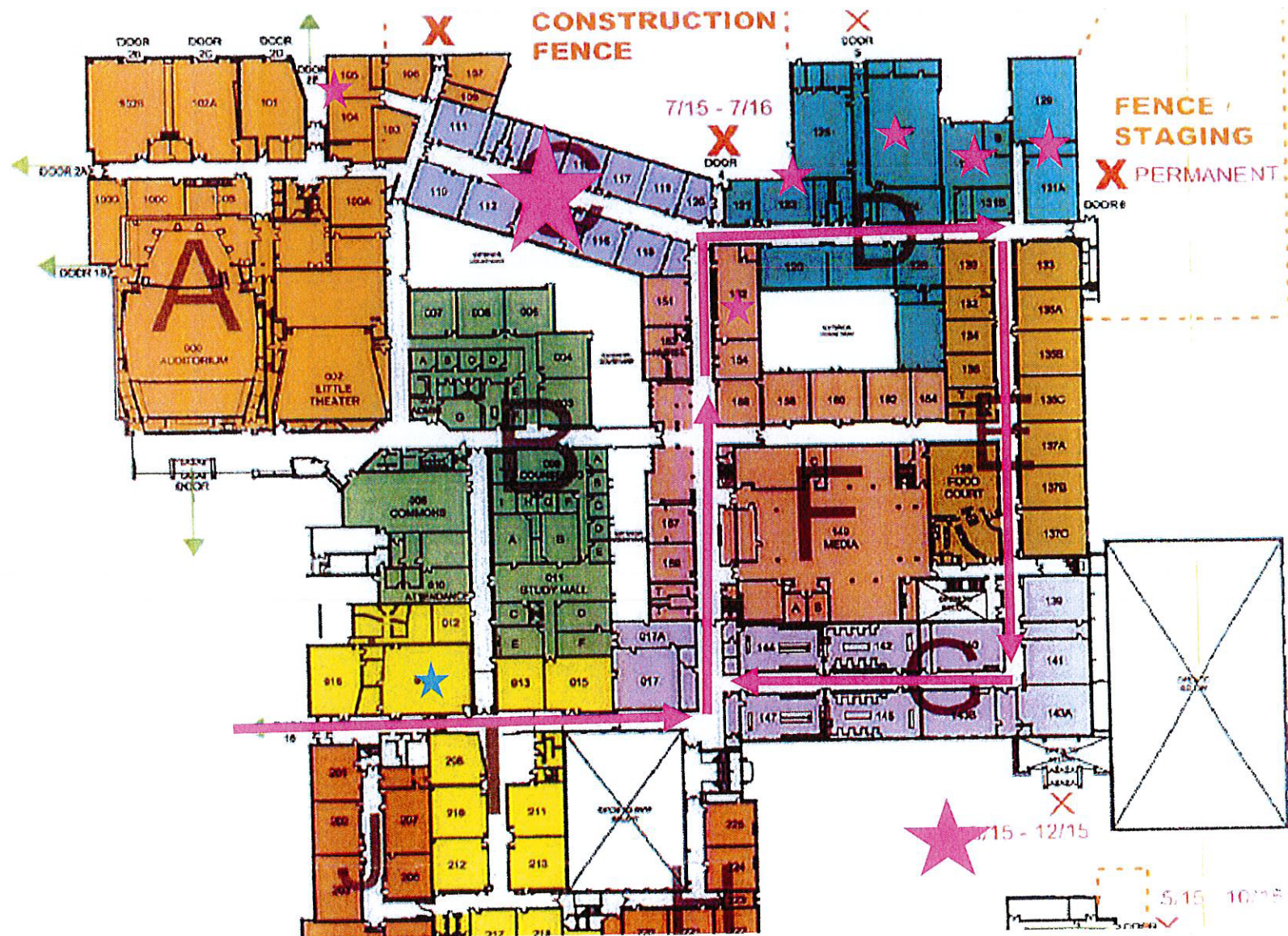
Tim Isenberg, Board President

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Angie Morrison, Board Secretary

*Minutes respectfully submitted by:  
Angie Morrison, Board Secretary  
July 13, 2015*

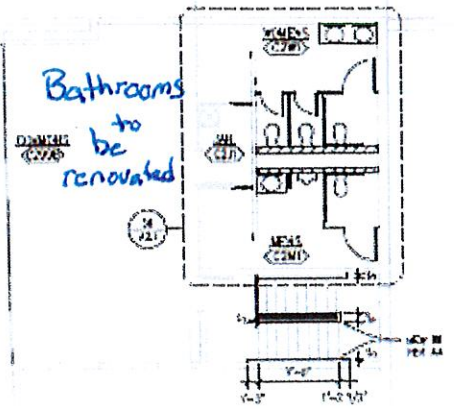
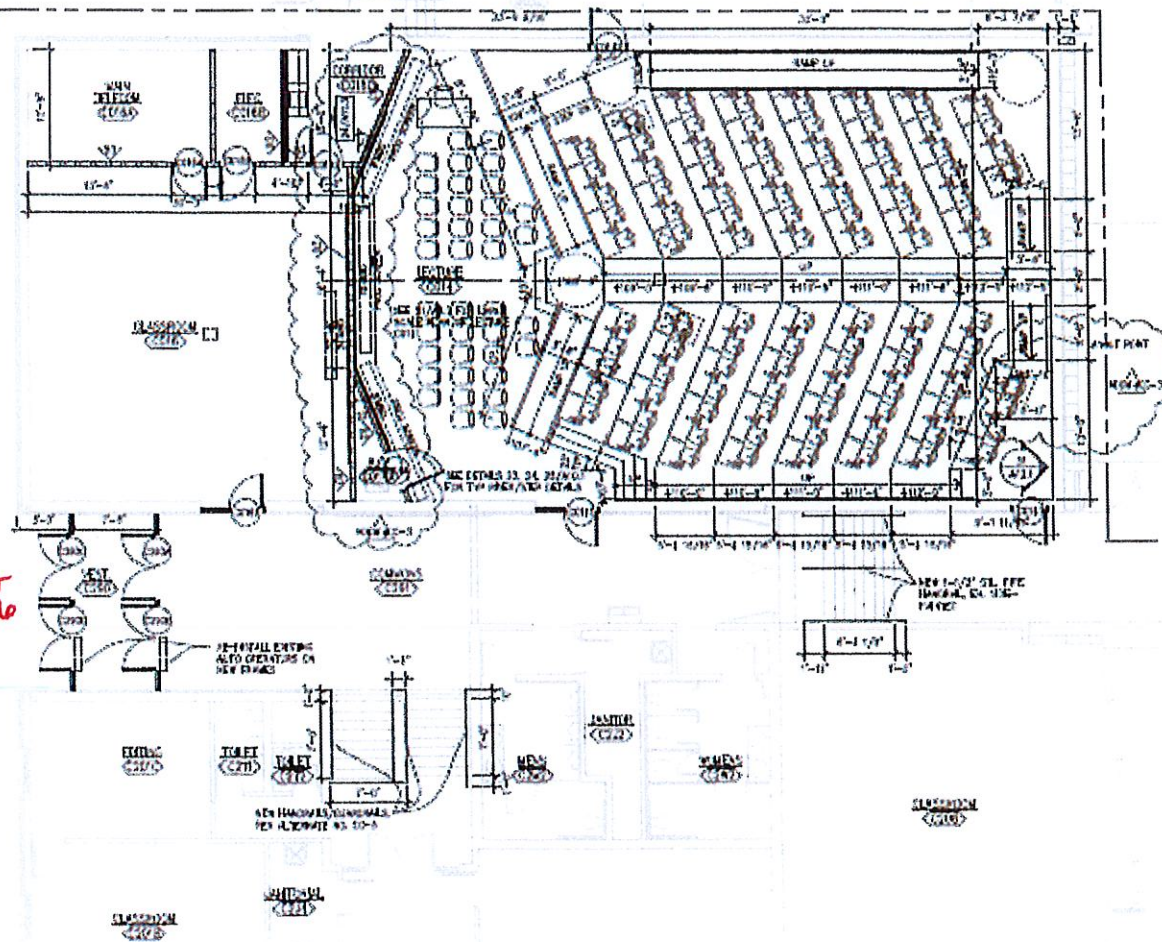
Exhibit 301.1





INTERIOR - AREA M  
 EXTERIOR - AREA L

Door  
 #16



Bathrooms  
 to  
 be  
 renovated

Page 1





9-10 cfl.

CLASSEDOW  
<G004>

Math

CLASSROOM  
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Math

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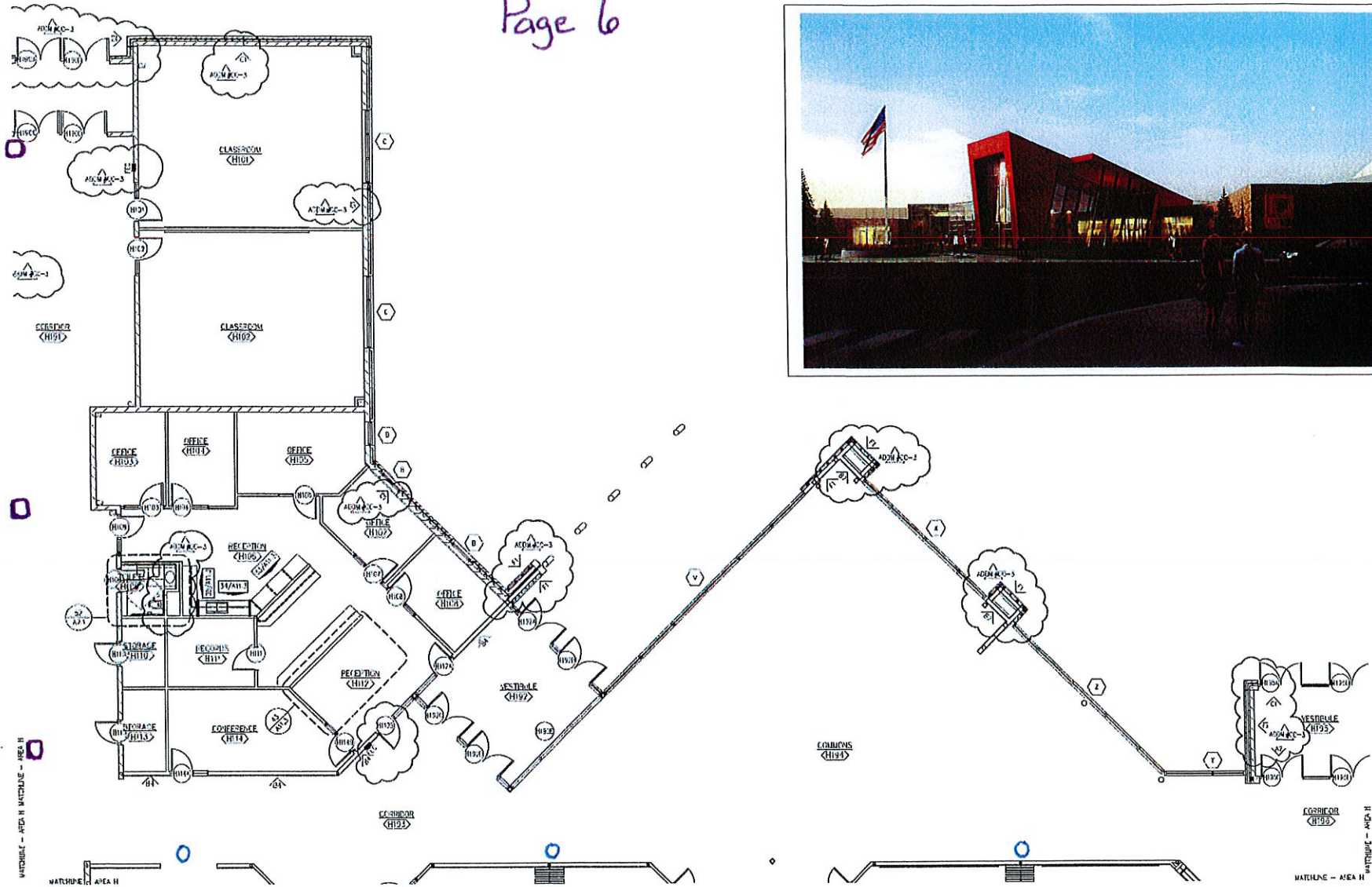
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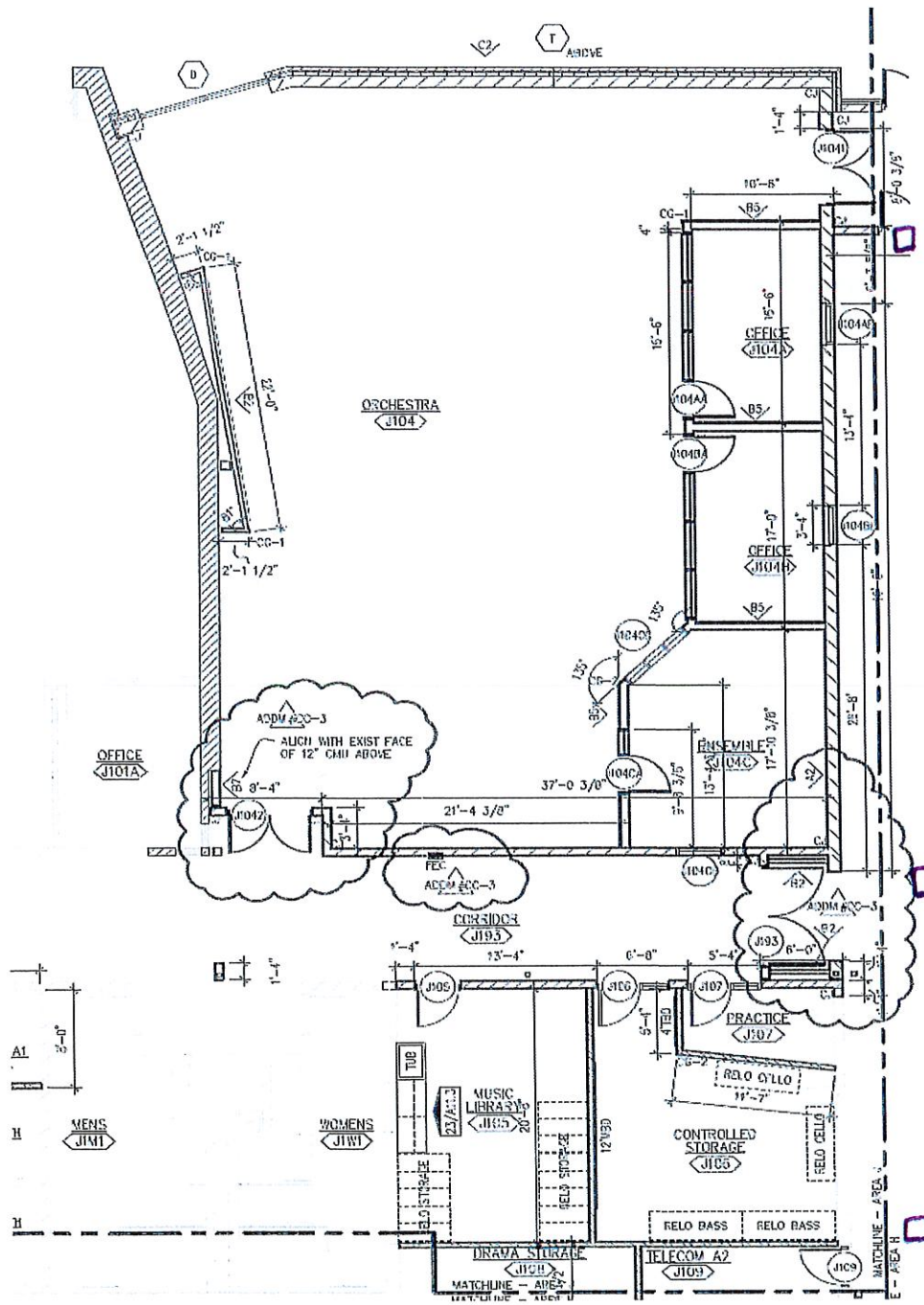
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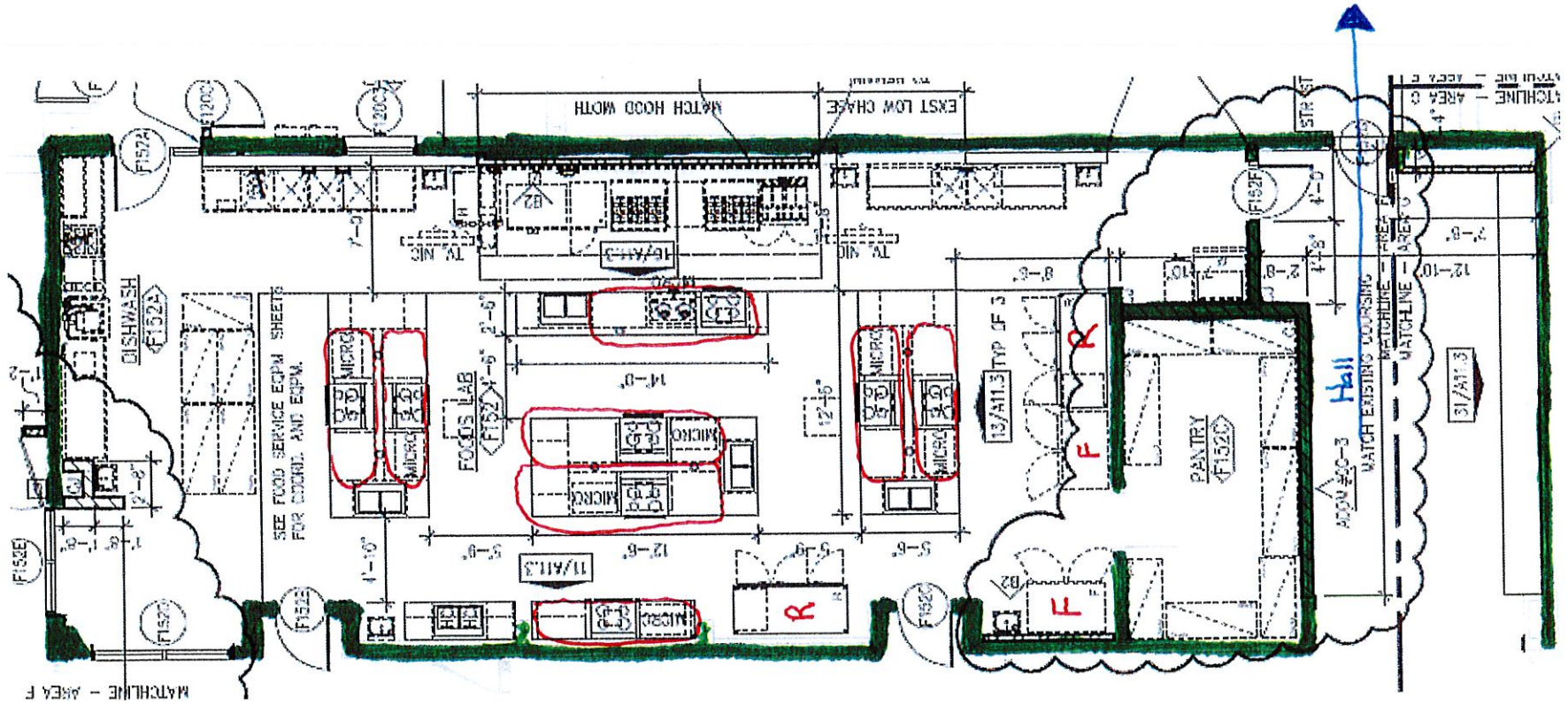
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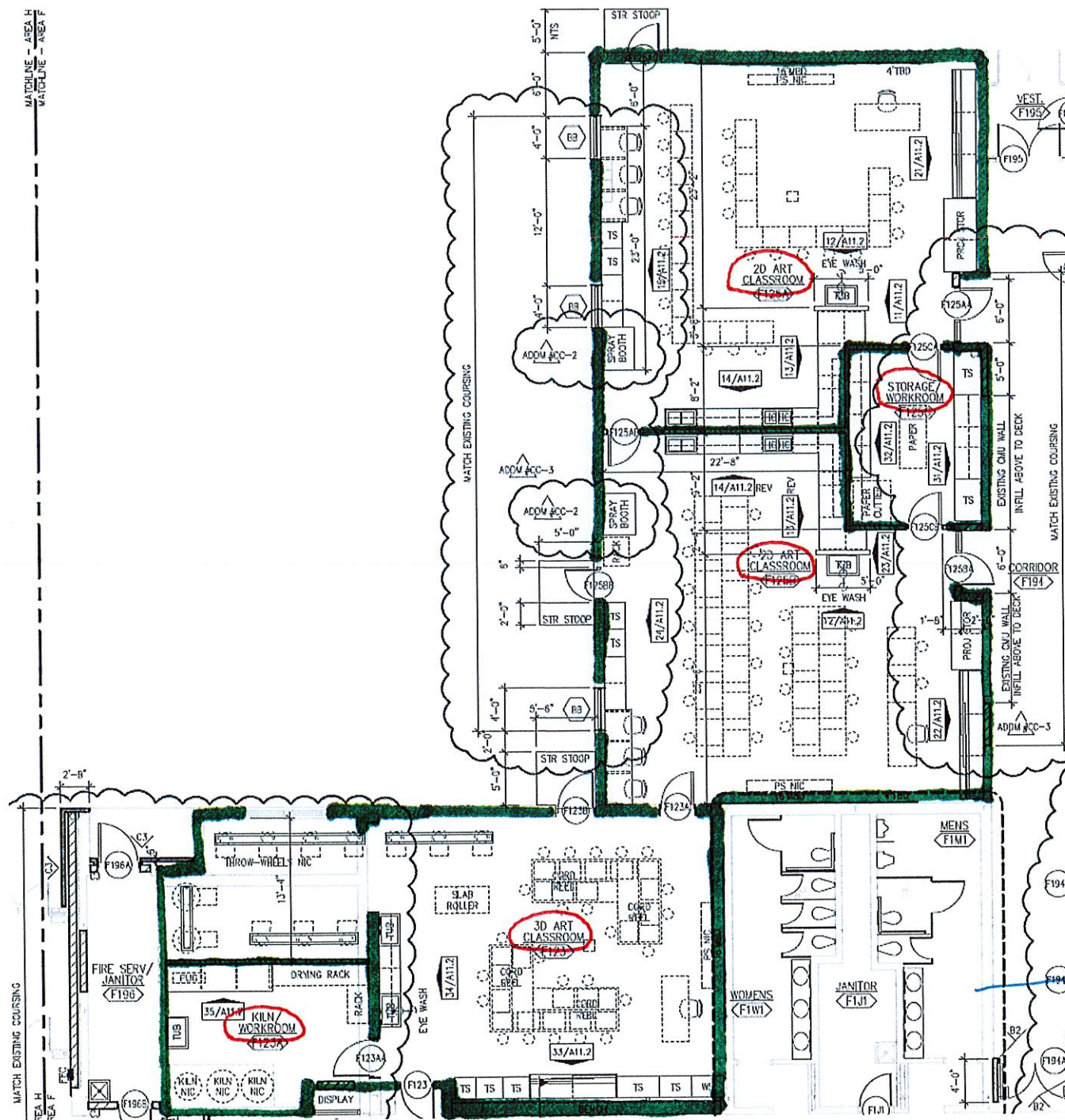




Foods Room

Courtyard



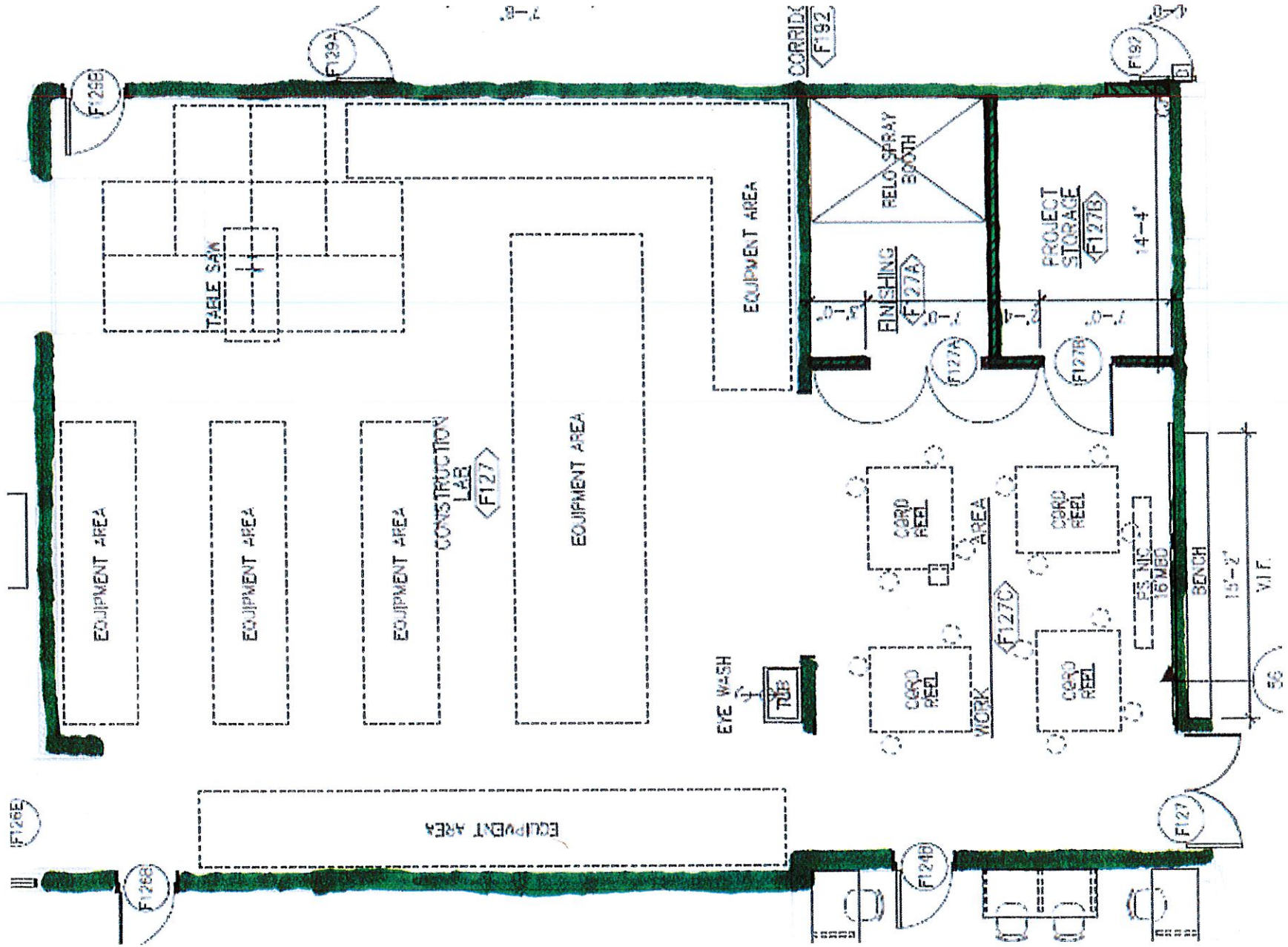


## Art Labs

Renovated  
Bathrooms

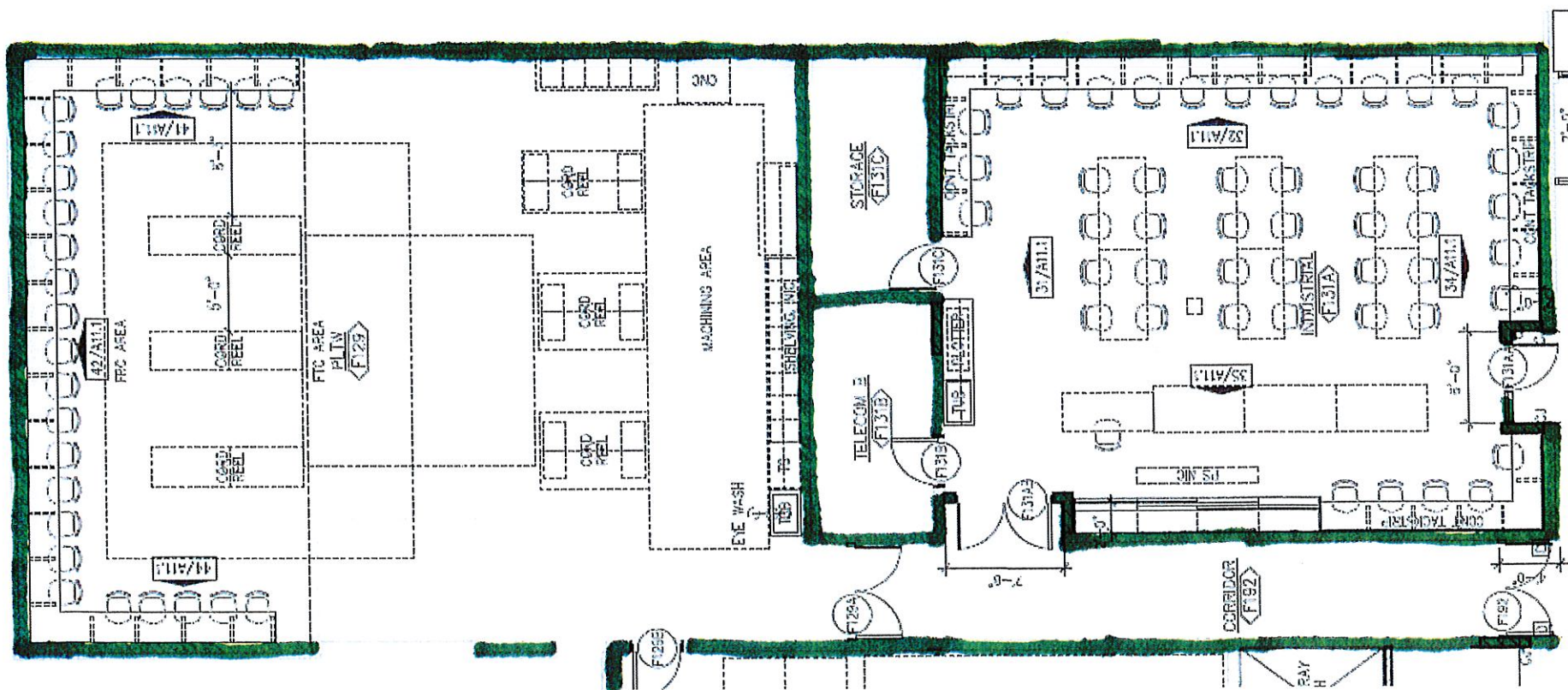








PLTW Robotics.



# Superintendent Report





# The first 100 days

- When interviewing with the Board, we briefly discussed my intention to have a 100 day entry plan, which is a Listening and Learning tour of Linn-Mar.
  - Goal: To begin building communication networks
  - Goal: To be visible in the schools and in the community
  - Goal: To solicit input from both internal and external stakeholders in order to highlight attributes of our District and areas for potential growth.
  - Goal: To identify priority areas (strategic initiatives) for Linn-Mar for the 2016-2017 School Year.

"IF YOU'RE  
NOT  
LISTENING,  
YOU'RE NOT  
LEARNING."  
~ LYNDON BAINES  
JOHNSON

# 100 days

## Administration Listening & Learning Sessions

- Engage Building & District Administration
- Summer

## Building “Dine-Around”

- Engage teachers, at their buildings
- Engage students as appropriate
- Fall

## Board Planning Retreat

- To get feedback and input on the identified strategic initiatives
- February/March

## Community Listening Tours

- Engage parents and external stakeholders
- Summer/Fall

## State of the District

- Culminating Report with identified areas of strength and growth
- January

Inspire Learning. Unlock Potential. **Empower Achievement.**





Inspire Learning. **Unlock Potential. Empower Achievement.**

Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
<b>Student Achievement:</b> <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	<b>Learning Environments:</b> <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	<b>Staff Development:</b> <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	<b>Community Engagement:</b> <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	<b>Resources:</b> <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT  
BOARD WORK SESSION MINUTES  
JUNE 22, 2015 @ 5:00 PM**

**100: CALL TO ORDER AND DETERMINATION OF A QUORUM**

The Linn-Mar Community School District Board of Education work session was called to order at 5:00 PM in the Board Room of the Learning Resource Center by President Isenberg. Roll was taken and it was determined a quorum was present.

Board members present: Isenberg, Buchholz, Gadelha, Hutcheson, Patterson, and Wilson.  
Absent: Crawford.

Administration present: Mulholland, Halupnik, Jensen, Anderson, K. Christian, Ramos, and Morrison.

**200: REVISION AND/OR ADOPTION OF THE AGENDA    Motion 300-06-22**

Motion by Buchholz for the Board to adopt the agenda. Second by Hutcheson. Voice vote.  
Motion unanimously approved.

**300: WORK SESSION/DISCUSSION INFORMATION**

**301: District Accomplishments**

*Walk-In Exhibit 301.1*

The Board and Cabinet members participated in a discussion of District accomplishments completed over the last 12 years led by Mulholland. Mulholland briefly discussed results of the 2014-15 Strategic Plan goals.

**400: ADJOURNMENT    Motion 301-06-22**

Motion by Wilson to adjourn the work session at 6:22 PM. Second by Hutcheson. Voice vote.  
Motion unanimously approved.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary

*Minutes respectfully submitted by:  
Angie Morrison, Board Secretary  
June 22, 2015*



Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
<b>Student Achievement:</b> <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	<b>Learning Environments:</b> <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	<b>Staff Development:</b> <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	<b>Community Engagement:</b> <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	<b>Resources:</b> <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT  
BOARD REGULAR SESSION MINUTES  
JUNE 22, 2015 @ 7:00 PM**

**100: CALL TO ORDER AND DETERMINATION OF A QUORUM**

The Linn-Mar Community School District Board of Education regular session was called to order at 7:00 PM in the Board Room of the Learning Resource Center by President Isenberg. Roll was taken and it was determined a quorum was present.

Board members present: Buchholz, Crawford, Gadelha, Hutcheson, Patterson, Wilson, and Isenberg.

Administration present: Mulholland, Halupnik, Jensen, Anderson, K. Christian, Ramos, and Morrison.

**200: REVISION AND/OR ADOPTION OF THE AGENDA    Motion 302-06-22**

Motion by Hutcheson to adopt the agenda with the personnel walk-in exhibit. Second by Patterson. Voice vote. Motion unanimously approved.

**300: AUDIENCE COMMUNICATIONS**

Senator Liz Mathis congratulated those departing the District. Senator Mathis brought greetings and appreciation from the Senate for all that Superintendent Mulholland has done to move the District forward over the last 12 years and thanked her for her leadership. Senator Mathis also shared a summary report of the 2015 Legislative session.

**400: RESOLUTIONS, OPENING OF BIDS, AND PUBLIC HEARINGS**

**500: RECOGNITIONS/PROCLAMATIONS**

**501 & 502: Recognition of Deputy Superintendent**

Superintendent Mulholland recognized Dr. Dirk Halupnik, Deputy Superintendent, and Julie Jensen, Executive Director of Student Services, for their leadership and collaboration during their years of service to the District. Mulholland noted their high expectations, effective collaboration, integrity, and care for all students and presented each of them with a plaque honoring their service.

**503: Recognition of Superintendent**

President Isenberg read a proclamation written in conjunction with the City of Marion recognizing Superintendent Mulholland's service to the community. The proclamation declared June 26, 2015, as Dr. Katie Mulholland Day and named her as Honorary Mayor for the day.

## **600: BOARD ANNOUNCEMENTS AND REPORTS**

### **601: Marion City Council**

Patterson shared a short summary of the June 18<sup>th</sup> meeting of the Marion City Council.

### **602: Finance/Audit Committee**

Hutcheson reported that at the June 18<sup>th</sup> meeting the Finance/Audit Committee went over the budget scenarios to be presented by JT Anderson, CFO, later in the meeting. Based on the analysis Anderson reviewed, the committee supports lowering the levy rate to 17.3786 for FY16.

## **700: INFORMATIONAL REPORTS**

### **701: High School Renovation Update**

*Exhibit 701.1*

Chad Schumacher, High School Renovation Project Manager and Administrator, updated the Board on the High School renovations. Schumacher shared pictures and highlights of the progress, projected completion dates, and reported that the project is currently on schedule.

### **702: SIAC and Equity Committee Reports**

*Exhibit 702.1*

Deputy Superintendent Dirk Halupnik reported that the SIAC Committee focused on early literacy, high school renovations, and Teacher Leadership during the 2014-15 year. Halupnik commented that the Committee is in its first year of a five year plan and reminded the Board of the legal requirements of the Committee. Halupnik also shared highlights from the Equity Advisory Committee. Among the topics discussed during 2014-15 were the Special Education program policies, demographic data, handbooks, and the nomination of the Shirley Pantini Equity Award which was presented to Amy Hutcheson for 2014-15.

### **703: Linn-Mar Mercy Family Counseling Partnership**

*Exhibit 703.1*

Executive Director of Student Services Julie Jensen shared that the Linn-Mar Mercy Care Family Counseling partnership will provide free urgent care for mental health issues to Linn-Mar students. Mercy has reserved times that will be available to any Linn-Mar student to address acute issues before they become an emergency.

### **704: Business Office Update**

*Exhibit 704.1*

Angie Morrison, Business Manager, updated the Board on Business Office highlights from the 2014-15 school year.

## **800: SUPERINTENDENT'S REPORT**

### **801: Superintendent's Update**

*Walk-In Exhibit 801.1*

Superintendent Katie Mulholland shared many student achievement from the spring sports season as well as an update on the City of Marion Tower Terrace agreement.

## **900: UNFINISHED BUSINESS**

### **901: Review of FY2016 Budget and Tax Levy Determination**

*Exhibit 901.1*

JT Anderson, Chief Financial Officer, updated the Board on the FY2016 certified budget and tax levy determination. Anderson shared three scenarios for a final tax levy based on the current status of supplemental state aid (SSA). The District must finalize the levy by June 29th even though Governor Branstad has not yet signed the bill to set SSA for FY16. Referencing the Finance/Audit Committee's recommendation, Anderson supported lowering the levy for the

SBRC allowable growth cash reserve levy which would set the total levy at 17.3786 for FY16, a reduction from the levy of 17.66722 which was certified on April 15, 2015.

**902: Approval of Total Tax Levy Motion 303-06-22**

*Refer to Exhibit 901.1*

Motion by Buchholz for the Board to approve adjusting the total tax levy rate to 17.3786 for FY2016. Second by Hutcheson. Voice vote. Ayes: Buchholz, Wilson, Hutcheson, Patterson, and Isenberg. Nays: Crawford and Gadelha. Motion approved.

**903: Second Reading of 1000 Policy Series Motion 304-06-22**

*Exhibit 902.1*

Motion by Patterson for the Board to approve the second reading of the 1000 Policy Series: *School-Community Relations*. Second by Gadelha. Voice vote. Motion unanimously approved.

<b><u>1000 SERIES - SCHOOL-COMMUNITY RELATIONS</u></b>			
<b>1001</b>		<b>PUBLIC COMMUNICATIONS</b>	
Reviewed	6/15	1001.1	Board-Community Relations
Reviewed	6/15	1001.2	News and Media Relations
Revised	6/15	1001.4	Distribution of Materials
Reviewed	6/15	1001.4-R	Administrative Regulations Regarding Distribution of Materials
Reviewed	6/15	1001.8	Public Examination of School District Records
<b>1002</b>		<b>CITIZENS' ADVISORY COMMITTEES</b>	
Reviewed	6/15	1002.2	School-Community Groups
<b>1003</b>		<b>RELATIONS BETWEEN SCHOOL PERSONNEL AND PUBLIC</b>	
Reviewed	6/15	1003.3	Complaints About School Personnel
Reviewed	6/15	1003.4	School District Volunteers
Reviewed	6/15	1003.4-R	Administrative Regulations Regarding School District Volunteers
Reviewed	6/15	1003.5	Visitors to the Schools
<b>1004</b>		<b>USE OF SCHOOL FACILITIES</b>	
Reviewed	6/15	1004.1	Community Use of School District Buildings and Sites and Equipment
Revised	6/15	1004.1-R1	Administrative Regulations Regarding Community Use of Buildings and Sites and Equipment
Reviewed	6/15	1004.1-R2	Administrative Regulations--Schedule of Rentals
Reviewed	6/15	1004.1-R3	Administrative Regulations Regarding Insurance for Employee-Sponsored Activities
Revised	6/15	1004.1-E2	Schedule of Building Rental Fees
Reviewed	6/15	1004.1-E3	Application for Permit
Reviewed	6/15	1004.2	Stadium Use
Revised	6/15	1004.2-E1	Schedule of Stadium Rental Fees
Revised	6/15	1004.2-E2	Stadium Use Application
Reviewed	6/15	1004.2-E3	Participant Release Form
Reviewed	6/15	1004.3	Tobacco/Nicotine-Free Environment
Reviewed	6/15	1004.4	Use of School Facilities for Private Profit
Reviewed	6/15	1004.4-R	Administrative Regulations Regarding Community Use of School Iowa Communication Network Facilities and Equipment
Reviewed	6/15	1004.5	Gratuities for Use of School Facilities
Reviewed	6/15	1004.6	Loan of School Equipment
Reviewed	6/15	1004.7	Shared Use of School Equipment\
<b>1005</b>		<b>COMMUNITY ACTIVITIES INVOLVING STUDENTS</b>	
Reviewed	6/15	1005.1	Research Requests and Procedures
Reviewed	6/15	1005.3	Public Conduct on School Premises
Reviewed	6/15	1005.4	Fund-Raising, Student Solicitations
Reviewed	6/15	1005.4-R	Administrative Regulations Regarding Fund-Raising, Student Solicitations

Reviewed	6/15	1005.4-E1 Fund-Raising Project Request Form
Reviewed	6/15	1005.4-E2 Fund-Raising Project Summary
Reviewed	6/15	1005.5 Revenue Enhancement/Gifts to Schools/Facility Naming Rights
Reviewed	6/15	1005.5-R Administrative Regulations Regarding Revenue Enhancement/Gifts to Schools/Facility Naming Rights
Reviewed	6/15	1005.6 Transporting Students in Private Vehicles
Reviewed	6/15	1005.6-E Field Trip Permission Form

## **1000: NEW BUSINESS**

### **1001: Affirmative Action Plan** **Motion 305-06-22** *Exhibit 1001.1*

Executive Director of Human Resources Karla Christian and HR Generalist Phil Miller presented information on the Equal Opportunity/Affirmative Action Plan. Motion by Patterson for the Board to approve the Equal Employment Opportunity/Affirmative Action Plan for July 2015-June 2017. Second by Gadelha. Voice vote. Motion unanimously approved.

### **1002: Property, Auto and Liability Coverage Renewal** **Motion 306-06-22** *Exhibit 1002.1*

Motion by Wilson for the Board to approve the renewal of the Property, Auto, and Liability Coverage with EMC Insurance Company for 2015-16 at a premium cost of \$364,406.00. Second by Buchholz. Voice vote. Motion unanimously approved.

### **1003: Workers Compensation Renewal** **Motion 307-06-22** *Refer to Exhibit 1002.1*

Motion by Buchholz for the Board to approve the renewal of the Workers Compensation Insurance with United Heartland for 2015-16 at a cost of \$644,113.00. Second by Patterson. Voice vote. Motion unanimously approved.

### **1004: FY16 Administrator, Manager, and Exempt Staff Salaries** **Motion 308-06-22**

Motion by Crawford for the Board to approve the administrator, manager, and exempt staff salaries for FY16 for a total amount of \$76,000.00; (1.3%) increase. Second by Gadelha. Voice vote. Motion unanimously approved.

### **1005: Open Enrollment Requests** **Motion 309-06-22**

Motion by Buchholz for the Board to approve the Open Enrollment requests as presented. Second by Patterson. Voice vote. Motion unanimously approved.

#### ***Approved In***

Name	Grade	Resident District	Reason
McGaffee, Brennan	11 <sup>th</sup>	Cedar Rapids	Good Cause
Wright, Tristan	9 <sup>th</sup>	Cedar Rapids	Good Cause

#### ***Approved Out***

Name	Grade	Receiving District	Reason
Brandon, Rachael	8 <sup>th</sup>	Cedar Rapids	Good Cause

## **1100: CONSENT AGENDA**

### **1101: Personnel**

#### ***Certified Staff: Assignment/Reassignment/Transfer***

Name	Assignment	Dept. Action	Salary Placement
Hale Keuseman, Sarah	OR: .5 Art Teacher	August 14, 2015	MA Step 9
Hamilton, Dianna	NE: Kindergarten Teacher	August 14, 2015	BA Step 9
Orr, Duane	EX: Associate Principal/AD	July 1, 2015	\$83,000/yr

Name	Assignment	Dept. Action	Salary Placement
Saldivar, Katherine	OR: .5 Foreign Language Teacher	August 14, 2015	BA Step 4
Sheehan, Kimberly	WE: From Paraprofessional to 3 <sup>rd</sup> Gr Teacher	August 14, 2015	BA Step 2
Starkey, Steven	EX: Associate Principal	July 1, 2015	\$75,000/yr

***Classified Staff: Assignment/Reassignment/Transfer***

Name	Assignment	Dept. Action	Salary Placement
Baker, Douglas	TR: Summer Help	June 15, 2015	\$10.00/hr
Bandfield, Anna	TR: Summer Help	June 15, 2015	\$9.50/hr
Berggren, Scott	Technology: Summer Help	June 3, 2015	Same
Blair, Charles	TR: Summer Help	June 15, 2015	\$9.50/hr
Brown, Harry	TR: From Sub Driver to Regular Driver	June 8, 2015	Step 1
Cope, Cheryl	TR: Summer Help	June 15, 2015	\$9.50/hr
Fiscella, Andrew	OR: ASSIST Support Associate	August 19, 2015	LMSEAA, II; Step 6
Hinders, Breana	O&M: Secretary	June 29, 2015	LMSEAA, IV; Step 8
Hook, Rachel	EH: Student Support Associate	August 19, 2015	LMSEAA, II; Step 6
Nelson, Tina	From OR Health Assistant to ASSIST Assoc	August 19, 2015	Same
Phillips, Ryan	NE: SAM	August 3, 2015	\$39,000/yr
Pratt, Angie	TR: Summer Help	June 15, 2015	\$10.00/hr
Sanchez, Kathleen	IC: From Student Support Assoc to Media Asst	August 19, 2015	Same
Steward, Jarrett	TR: Summer Help	June 15, 2015	\$10.00/hr
Williams, Ethan	TR: Summer Help	June 15, 2015	\$10.00/hr

***Classified Staff: Resignation***

Name	Assignment	Dept. Action	Reason
Anderson, Sam	NE: SAM	June 30, 2015	Other Employment
Kos, Laura	WF: Student Support Associate	June 8, 2015	Personal
Suttles, Laura	OR: Building Secretary	June 12, 2015	Personal

***Walk-In Exhibit – K. Christian, Exec Director of HR***

Name	Assignment	Dept. Action	Salary Placement
White, Judy	EX: Student Support Services Teacher	July 1, 2015	BA +24, Step 14

1102: Approval of Minutes from June 8, 2015

*Exhibit 1102.1*

1103: Approval of Bills

*Exhibit 1103.1*

1104: Approval of Contracts

*Exhibits 1104.1-6*

1. Iowa Association of School Boards (IASB) online policies subscription for the 2015-16 school year for a total cost of \$700.00.
2. Agreement with Grant Wood Area Education Agency for access, support, and use of the PowerSchool Student Information System for the 2015-16 fiscal year for a total cost of \$49,879.90.
3. School Affiliation Agreement with the University of Phoenix to provide student teaching experiences for specified student.
4. Interagency Agreement with Family Systems, a Division of Systems Unlimited, for school-based mental health services, including individual and group therapy and Behavioral Health Intervention Services (BHIS) and XIX therapy.
5. Approval of Change Order with Larson Construction for the High School Additions and Renovations Phase 2 for a new contract sum of \$19,544,381.55 (decrease of \$3,618.45).



6. Agreement with Grant Wood Area Education Agency to operate the Substitute Employee Management System (SEMS) beginning on July 1, 2015 and terminating on June 30, 2016 for the amount of \$26,078.19.

1105: Board Information

*Exhibit 1105.1*

School Finance Reports and Cash Balance Reports as of May 31, 2014 and May 31, 2015.

1106: Items Removed from the Consent Agenda for Separate Action

1107: Approval of the Consent Agenda **Motion 310-06-22**

Motion by Wilson for the Board to approve the Consent Agenda with the personnel walk-in exhibit. Second by Hutcheson. Voice vote. Motion unanimously approved.

**1200: COMMUNICATIONS, ANNOUNCEMENTS, AND TRANSMITTALS**

1201: Communications

Superintendent Mulholland shared it was a privilege to serve as the Linn-Mar District and that she appreciated being a part of a tremendous team. Mulholland thanked the Board for the last 12 years full of good discussions and working together with a focus on the students and learning.

1202: Calendar

Date	Time	Event	Location
July 7 <sup>th</sup>	7:30 AM	Finance/Audit Committee	LRC Office Conf Room
July 13 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
July 14 <sup>th</sup>	11:45 AM	Executive Committee	LRC Office Conf Room
July 21 <sup>st</sup>	5:00 PM	Policy Committee	LRC Office Conf Room
Date	Time	Event	Location
August 10 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
August 20 <sup>th</sup>	7:30 AM	All Staff Kickoff	HS Auditorium
August 24 <sup>th</sup>		First Day of School	
August 24 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room

1203: Committees

Committee	Participants
Executive Committee	Tim Isenberg, Barry Buchholz, Katie Mulholland
Finance/Audit Committee	Buchholz, Hutcheson, Wilson, Morrison, Anderson, Mulholland
Policy Committee	Rene Gadelha, Tina Patterson, Katie Mulholland
Career & Technical Education	Elizabeth Wilson, Dirk Halupnik
Construction Advisory Council	Barry Buchholz, Rick Ironside, Katie Mulholland
Ed Leader 21	Rene Gadelha, Elizabeth Wilson, Julie Jensen, Dirk Halupnik
ERMA (Energy Efficiency)	Todd Hutcheson, Rick Ironside
Equity Advisory	Tina Patterson, Dirk Halupnik, Jeri Ramos
Health & Human Development	Barry Buchholz, Julie Jensen
Legislative	Tina Patterson, Katie Mulholland
Linn-Mar Foundation	Katie Mulholland
School Improvement Advisory	Rene Gadelha, Dirk Halupnik
Special Education Advisory	Tina Patterson, Elizabeth Wilson, Julie Jensen
Technology Advisory	Tim Isenberg, Jeri Ramos

**1300: ADJOURNMENT** **Motion 311-06-22**

Motion by Wilson to adjourn the regular session at 8:52 PM. Second by Patterson. Voice vote.  
Motion unanimously approved.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary

*Minutes respectfully submitted by:  
Angie Morrison, Board Secretary  
June 22, 2015*

## Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
<b>Fund: Aquatic Center</b>		
BMO MASTERCARD	GENERAL SUPPLIES	\$2,017.23
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$1,424.94
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,474.92
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$41.94
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$179.39
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$41.94
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$179.39
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$85.34
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$183.42
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$275.29
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$0.31
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$0.28
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$18.99
TREASURER ST OF IA	STATE INCOME TAX	\$26.62
<b>Fund Total:</b>		<b>\$6,950.00</b>
<b>Fund: GENERAL</b>		
A-1 DISPOSAL SERVICE, INC	GARBAGE COLLECTION	\$1,116.38
A-1 RENTAL WEST	RENTALS EQUIPMENT	\$49.22
ACE HARDWARE-1062A	GENERAL SUPPLIES	\$74.90
ACE HARDWARE-1062A	MAINTENANCE SUPPLIES	\$70.41
ADVANTAGE	GENERAL SUPPLIES	\$117.90
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$706.49
ALLIANT ENERGY	ELECTRICITY	\$58,271.68
ARNOLD MOTOR SUPPLY	MAINTENANCE SUPPLIES	\$237.77
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$1,490.30
AUS WATERLOO MC LOCKBOX	GENERAL SUPPLIES	\$1,075.77
AUTO-JET MUFFLER	TRANSP. PARTS	\$339.09
BAUER BUILT	TIRES AND TUBES	\$6,821.12
BIG RIGGER BUILDERS INC	VEHICLE REPAIR	\$8,165.69
BMO MASTERCARD	COMP/TECH HARDWARE	\$3,426.62
BMO MASTERCARD	COMPUTER SOFTWARE	\$19.99
BMO MASTERCARD	DUES AND FEES	\$160.00
BMO MASTERCARD	EQUIPMENT REPAIR	\$114.90
BMO MASTERCARD	GENERAL SUPPLIES	\$4,056.31
BMO MASTERCARD	Ind Tech Supplies	\$32.93
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$14,691.50
BMO MASTERCARD	LIBRARY BOOKS	\$1,443.41
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$800.64
BMO MASTERCARD	MISC REVENUE	\$1,191.55
BMO MASTERCARD	PROF SERV: EDUCATION	\$1,700.00
BMO MASTERCARD	REF & RSRCH MATERIAL	\$218.06
BMO MASTERCARD	REPAIR PARTS	\$307.75
BMO MASTERCARD	STAFF WORKSH/CONF	\$4,950.58
BMO MASTERCARD	TRANSP. PARTS	\$179.50

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
BMO MASTERCARD	TRAVEL	\$4,726.27
BOHN, LEON	INSTRUCTIONAL SUPPLIES	\$50.00
BRANDEL HEATHER	EE LIAB-DENTAL INSURANCE	\$54.16
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$460.00
CAMPBELL SUPPLY	MAINTENANCE SUPPLIES	\$132.93
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$16,250.34
CARQUEST AUTO PARTS	REPAIR PARTS	\$11.58
CARQUEST AUTO PARTS	TRANSP. PARTS	\$364.02
CARROLL DISTRIBUTING	GENERAL SUPPLIES	\$2,071.88
CARROLL DISTRIBUTING	REPAIR PARTS	\$455.94
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$646.19
CEDAR RAPIDS COMM SCH DIST	TUITION IN STATE	\$254.36
CEDAR RAPIDS COMM SCH DIST	TUITION OPEN ENROLL	\$930.35
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$315.08
CENTURYLINK	TELEPHONE	\$1,929.71
CHMELICEK MARY	MISC REVENUE	\$10.00
CHRISTIAN JOHN L.	TRAVEL	\$667.54
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$1,274.48
CITYWIDE CLEANERS	INSTRUCTIONAL SUPPLIES	\$1,185.41
CLARK SECURITY PRODUCTS INC	REPAIR PARTS	\$364.60
CLAY ELIZABETH	TRAVEL	\$38.45
COLLECTION	EE LIAB-GARNISHMENTS	\$1,164.79
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$25.00
CRESCENT ELECTRIC	MAINTENANCE SUPPLIES	\$1,477.94
CROELL REDI-MIX INC	GROUPS UPKEEP	\$4,214.75
CULLIGAN	MAINTENANCE SUPPLIES	\$352.00
DENNIS COMPANY	MAINTENANCE SUPPLIES	\$265.68
DENNIS COMPANY	REPAIR PARTS	\$226.48
DRYSPACE INC	REPAIR/MAINT SERVICE	\$478.60
EMSLRC	INSTRUCTIONAL SUPPLIES	\$80.00
ENTERPRISE	RENTALS EQUIPMENT	\$2,420.22
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,520,854.87
FEDEX	GENERAL SUPPLIES	\$24.38
FEDEX	INSTRUCTIONAL SUPPLIES	\$9.68
FEDEX	TECH REPAIRS	\$9.65
GASWAY CO, J P	GENERAL SUPPLIES	\$1,302.36
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$326.40
GRAINGER	MAINTENANCE SUPPLIES	\$20.92
GRANT WOOD AEA	GENERAL SUPPLIES	\$18.50
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$265.35
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$362.75
HARGERS ACCOUSTICS INC	MAINTENANCE SUPPLIES	\$454.00
HUK RUBBER STAMP CO.	INSTRUCTIONAL SUPPLIES	\$23.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$54,194.01
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$229,850.35

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$54,194.01
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$229,850.35
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$428,510.04
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$32.85
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$106,427.10
IOWA DEPT OF REVENUE - ADMIN WAGE LEVY	EE LIAB-GARNISHMENTS	\$372.30
IOWA DIVISION OF LABOR	OTHER PROFESSIONAL	\$1,960.00
IOWA DIVISION OF LABOR	SERVICE AGREEMENTS	\$40.00
IOWA FIRE PROTECTION	REPAIR/MAINT SERVICE	\$100.00
IOWA GOLD DISTRIBUTING	GREASE,OIL,LUBE,COOL	\$90.00
IOWA MS, INC PARTS	SERVICE AGREEMENTS	\$176.47
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$4,089.14
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$255,569.65
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$383,569.57
IOWA SHARES	EE LIAB-CHARITY	\$28.00
IOWA TESTING PROGRAMS	INSTRUCTIONAL SUPPLIES	\$60.43
ISFIS	OTHER PROFESSIONAL	\$798.00
KINGS MATERIAL	GROUPS UPKEEP	\$1,687.51
L & B SALES	INSTRUCTIONAL SUPPLIES	\$919.59
LADCO	REPAIR/MAINT SERVICE	\$458.00
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$3,945.25
LASER RESOURCES, LLC	IN-DIRECT COSTS	\$78.11
LASER RESOURCES, LLC	INSTRUCTIONAL SUPPLIES	\$1,951.20
LASER RESOURCES, LLC	SERVICE AGREEMENTS	\$1.31
LETTER PERFECT	GENERAL SUPPLIES	\$224.06
LINN CO-OP OIL	GASOLINE	\$26,889.78
LINN COUNTY REC	ELECTRICITY	\$27,969.45
LMEA	EE LIAB-UNION DUES	\$13,388.52
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$4,351.71
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$10,772.65
MARION INDEPENDENT SCHOOLS	TUITION OPEN ENROLL	\$7,990.35
MARION IRON CO.	REPAIR/MAINT SERVICE	\$25.24
MARION JANITORIAL SUPPLY CO	GENERAL SUPPLIES	\$194.57
MARION TIMES	ADVERTISING	\$17.50
MARION WATER DEPT	WATER/SEWER	\$4,647.90
MATHESON-LINDWELD	GENERAL SUPPLIES	\$140.13
MATHESON-LINDWELD	MAINTENANCE SUPPLIES	\$85.65
MAYER-JOHNSON LLC	INSTRUCTIONAL SUPPLIES	\$30.00
MCCORMACK DISTRIBUTING	REPAIR PARTS	\$554.38
MCGRAW-HILL SCHOOL EDUCATION	INSTRUCTIONAL SUPPLIES	\$27,134.16
MENARDS -13127	GENERAL SUPPLIES	\$418.22
MERCY EAP SERVICES	OTHER PROFESSIONAL	\$340.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$11,417.26
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$345,010.40
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$18,865.12

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$20,124.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$14,905.72
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$357.50
MID AMERICAN ENERGY	NATURAL GAS	\$6,588.63
MIDWAY OUTDOOR EQUIPMENT INC	EQUIPMENT REPAIR	\$326.78
MIDWAY OUTDOOR EQUIPMENT INC	GROUPS UPKEEP	\$114.75
MIDWEST COMPUTER PRODUCTS	EQUIPMENT >\$1999	\$3,945.00
MILES CONSULTING INC	OTHER PROFESSIONAL	\$1,000.00
MOUNT MERCY COLLEGE	TUITION COLLEGE/UNIV	\$50.00
NETWORK COMPUTER SOLUTIONS E.IA	OTHER TECH SER	\$1,625.00
NEUMAN POOLS	CHEMICALS	\$654.60
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$235.47
ORKIN PEST CONTROL	SERVICE AGREEMENTS	\$270.00
PAETEC	TELEPHONE	\$440.26
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$211.74
PITTSBURGH PAINTS	MAINTENANCE SUPPLIES	\$62.64
PLUMB SUPPLY CO.	REPAIR PARTS	\$154.28
PLUMBERS SUPPLY COMPANY	REPAIR PARTS	\$1,010.87
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$2,383.24
PUSH-PEDAL-PULL	INSTRUCTIONAL SUPPLIES	\$160.00
QUILL CORPORATION	GENERAL SUPPLIES	\$106.54
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$79.98
RADIO ENGINEERING INDUSTRIES	RADIOS	\$33.16
REAMS SPRINKLER SUPPLY	GROUPS UPKEEP	\$218.77
REPUBLIC SERVICES OF IOWA	INSTRUCTIONAL SUPPLIES	\$38.00
SADLER POWER TRAIN	TRANSP. PARTS	\$681.04
SCHIMBERG	MAINTENANCE SUPPLIES	\$215.48
SCHOOL BUS SALES	TRANSP. PARTS	\$3,395.56
SEIU LOCAL 199	EE LIAB-UNION DUES	\$661.32
SHERWIN-WILLIAMS	INSTRUCTIONAL SUPPLIES	\$55.78
SHRED-IT DES MOINES	GENERAL SUPPLIES	\$178.04
SINNOCK, BRANDON	MISC REVENUE	\$4.00
SIOUX CITY COMMUNITY SCHOOLS	PROF SERV: EDUCATION	\$954.99
SPRINGVILLE COMMUNITY SCHOOLS	TUITION OPEN ENROLL	\$730.93
STANDARD BEARINGS	MAINTENANCE SUPPLIES	\$42.94
STAR EQUIPMENT LTD	REPAIR PARTS	\$158.59
STATE HYGIENIC LABORATORY	GENERAL SUPPLIES	\$12.50
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3,091.80
THOMAS BUS	TRANSP. PARTS	\$417.80
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$2,417.31
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$8,005.57
TREASURER ST OF IA	STATE INCOME TAX	\$173,367.17
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$1,256.45
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$744.66
VAN METER CO	MAINTENANCE SUPPLIES	\$83.80

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$78,603.27
WAGE WORKS	EE LIAB-FLEX DEP CARE	\$23,207.92
WAGE WORKS	EE LIAB-FLEX HEALTH	\$7,438.71
WALMART	INSTRUCTIONAL SUPPLIES	\$1,557.91
WALSH DOOR & HARDWARE	REPAIR PARTS	\$265.00
WATERLOO COMMUNITY SCHOOL DIST	PROF SERV: EDUCATION	\$247.59
WELLMARK	OTHER PROFESSIONAL	\$1,080.00
WENDLING QUARRIES	GROUND UPKEEP	\$588.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$2,497.69
WRIGHT-WAY TRAILERS	REPAIR PARTS	\$66.23

**Fund Total: \$5,304,946.34**

### Fund: LOCAL OPT SALES TAX

NETWORK COMPUTER SOLUTIONS E.IA	COMP/TECH HARDWARE	\$3,902.00
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**Fund Total: \$3,902.00**

### Fund: NUTRITION SERVICES

BMO MASTERCARD	GENERAL SUPPLIES	\$43.48
DENNIS COMPANY	REPAIR/MAINT SERVICE	\$2,403.62
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$46,195.73
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$952.82
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$4,074.07
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$952.82
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$4,074.07
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$5,789.70
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$7,195.11
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$10,798.71
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$396.82
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$135.48
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$182.20
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$71.84
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$6,304.03
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$424.20
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$103.30
TREASURER ST OF IA	STATE INCOME TAX	\$2,156.94
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$99.65
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$50.00
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$2,020.00

**Fund Total: \$94,424.59**

### Fund: PHY PLANT & EQ LEVY

A & J ASSOCIATES	ARCHITECT	\$125.00
ALLIED CONSTRUCTION SERVICES, INC.	CONSTRUCTION SERV	\$28,400.00
BMO MASTERCARD	BLDG. CONST SUPPLIES	\$269.99
BRECKE	CONSTRUCTION SERV	\$56,546.49
CAPITAL SANITARY	CONSTRUCTION SERV	\$5,980.00
DRYSpace INC	CONSTRUCTION SERV	\$3,245.25

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
DRYSPACE INC	OTHER PURCH PROP SER	\$2,821.34
IN TOUCH RECEIPTING	COMPUTER SOFTWARE	\$4,450.00
INNOVATIVE REACH	REPAIR/MAINT SERVICE	\$1,700.00
INTEGRITY HARDWOOD FLOORS INC	CONSTRUCTION SERV	\$14,240.00
SHIVE-HATTERY INC.	ARCHITECT	\$5,485.61
TRICON CONSTRUCTION GROUP 2245	CONSTRUCTION SERV	\$45,116.74
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$1,335.00

**Fund Total: \$169,715.42**

**Fund: Pool 10 Million Issue and 2013 10M Issue**

BMO MASTERCARD	BLDG. CONST SUPPLIES	\$794.21
CITY OF MARION	CONSTRUCTION SERV	\$27,871.20
DORSEY & WHITNEY LLP	LEGAL SERVICES	\$5,000.00
ECCO MIDWEST, INC	CONSTRUCTION SERV	\$43,444.00
GARLING CONSTRUCTION	CONSTRUCTION SERV	\$15,324.45
GRANT WOOD AEA	BLDG. CONST SUPPLIES	\$62.20
KLEIMAN CONSTRUCTION, INC.	CONSTRUCTION SERV	\$2,763.45
LARSON CONSTRUCTION COMPANY, INC	CONSTRUCTION SERV	\$1,002,077.80
PODS	BLDG. CONST SUPPLIES	\$308.00
SHIVE-HATTERY INC.	ARCHITECT	\$7,574.67
SOIL-TEK	CONSTRUCTION SERV	\$525.00
TERRACON CONSULTANTS INC	ARCHITECT	\$3,449.00

**Fund Total: \$1,109,193.98**

**Fund: PUB ED & REC LEVY**

BMO MASTERCARD	GROUPS UPKEEP	\$385.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,444.26
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$28.90
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$123.58
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$28.90
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$123.58
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$187.16
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$135.61
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$203.53
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$2.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$6.74
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$22.44
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$401.50
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$18.18
TREASURER ST OF IA	STATE INCOME TAX	\$78.21
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$22.50

**Fund Total: \$3,212.59**

**Fund: STUDENT ACTIVITY**

A & M PRODUCTS COMPANY	INSTRUCTIONAL SUPPLIES	\$14.00
AKERS KYLE	OFFICIAL/JUDGE	\$95.00
BARTA BOB	OFFICIAL/JUDGE	\$190.00



# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
BEGEY, MARK	OFFICIAL/JUDGE	\$249.80
BMO MASTERCARD	EQUIPMENT >\$1999	\$4,543.00
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$10,397.65
BMO MASTERCARD	TRAVEL	\$5,481.53
BOLDEN MAURICE	OFFICIAL/JUDGE	\$95.00
BOOSTER CLUB	DUES AND FEES	\$1,680.00
BROOME PETER	OFFICIAL/JUDGE	\$139.50
CHRISTENSEN DELBERT	OFFICIAL/JUDGE	\$190.00
COPYWORKS	INSTRUCTIONAL SUPPLIES	\$27.60
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$2,941.32
CROWN TROPHY	INSTRUCTIONAL SUPPLIES	\$279.50
DECKER SPORTING GOODS	INSTRUCTIONAL SUPPLIES	\$3,158.00
DEKE SONNY	OFFICIAL/JUDGE	\$265.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$5,333.32
FBLA-PBL	DUES AND FEES	\$1,575.00
FEDEX	INSTRUCTIONAL SUPPLIES	\$8.73
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$1,525.10
HOYT BOB	OFFICIAL/JUDGE	\$200.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$108.62
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$464.50
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$108.62
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$464.50
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$393.46
IOWA FBLA-9400	TRAVEL	\$6,387.26
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	INSTRUCTIONAL SUPPLIES	\$104.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	INSTRUCTIONAL SUPPLIES	\$100.75
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$234.59
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$352.08
JIMMY JOHN'S	INSTRUCTIONAL SUPPLIES	\$2,323.60
KADLEC JERRY	OFFICIAL/JUDGE	\$190.00
KEITEL PAUL	OFFICIAL/JUDGE	\$110.00
KEITH M MERRICK CO INC	INSTRUCTIONAL SUPPLIES	\$755.54
Kim Hollingsworth	OFFICIAL/JUDGE	\$95.00
KING DAVE	OFFICIAL/JUDGE	\$129.50
KOPP JACOB	OFFICIAL/JUDGE	\$104.20
KOSKAMP JORDAN	OFFICIAL/JUDGE	\$265.00
LECHTENBERG KURT	OFFICIAL/JUDGE	\$143.12
LM TRANSPORTATION	INSTRUCTIONAL SUPPLIES	\$329.64
MARION POLICE	INSTRUCTIONAL SUPPLIES	\$430.00
MCKEONE JAMES	OFFICIAL/JUDGE	\$128.40
MORGAN JOHN	OFFICIAL/JUDGE	\$110.00
MURPHY ED	OFFICIAL/JUDGE	\$95.00
NATHAN JOHN SEVERSON	INSTRUCTIONAL SUPPLIES	\$450.00
PARK KIRK	OFFICIAL/JUDGE	\$113.40
PHILLIPS BRIGHAM	OFFICIAL/JUDGE	\$226.80

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 06/19/2015 - 07/09/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
PIZZA RANCH	INSTRUCTIONAL SUPPLIES	\$253.00
PORT'O'JONNY	INSTRUCTIONAL SUPPLIES	\$170.41
PRESCOTT JORDAN	OFFICIAL/JUDGE	\$139.50
REITTINGER, SCOTT	OFFICIAL/JUDGE	\$101.90
RITCHIE PHIL	OFFICIAL/JUDGE	\$150.00
SERVICEMASTER FIVE SEASONS JANITORIAL	INSTRUCTIONAL SUPPLIES	\$902.79
SPORT SUPPLY GROUP INC	INSTRUCTIONAL SUPPLIES	\$3,841.38
ST. JOHN, JOHN	OFFICIAL/JUDGE	\$113.40
STOLTZ ALAN	OFFICIAL/JUDGE	\$259.00
TOPPING THOMAS	OFFICIAL/JUDGE	\$113.40
TREASURER ST OF IA	STATE INCOME TAX	\$167.30
VARSITY SPIRIT	INSTRUCTIONAL SUPPLIES	\$4,730.48
VERBICK LARRY	OFFICIAL/JUDGE	\$190.00
WAGE WORKS	EE LIAB-FLEX HEALTH	\$0.00
WALMART	INSTRUCTIONAL SUPPLIES	\$39.70
WEGMANN GERRY	OFFICIAL/JUDGE	\$170.00
WEST HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$150.00
WILDWOOD LODGE	TRAVEL	\$2,167.20

Fund Total: \$66,766.09

Grand Total: \$6,759,111.01

End of Report

## Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 07/01/2015 - 07/09/2015

Fiscal Year: 2015-2016

Vendor Name	Description	Check Total
<b>Fund: Aquatic Center</b>		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,193.72
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$54.96
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$235.05
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$54.96
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$235.05
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$162.12
ISI SWIMMING INC	GENERAL SUPPLIES	\$10.00
TREASURER ST OF IA	STATE INCOME TAX	\$38.46
<b>Fund Total:</b>		<b>\$3,984.32</b>
<b>Fund: DEBT SERVICE</b>		
BANKERS TRUST COMPANY	INTEREST	\$772,908.27
BANKERS TRUST COMPANY	OTHER PROFESSIONAL	\$1,500.00
BANKERS TRUST COMPANY	PRINCIPAL REDEMPTION	\$2,530,000.00
<b>Fund Total:</b>		<b>\$3,304,408.27</b>
<b>Fund: GENERAL</b>		
A-1 DISPOSAL SERVICE, INC	GARBAGE COLLECTION	\$3,460.00
CMS COMMUNICATIONS	COMP/TECH HARDWARE	\$954.06
COLLECTION	EE LIAB-GARNISHMENTS	\$657.00
CORRIDOR MEDIA GROUP	GENERAL SUPPLIES	\$69.95
DORIAN BUSINESS SYSTEMS, INC	INSTRUCTIONAL SUPPLIES	\$300.00
FAMILY VIDEO	FACILITY RENTAL	\$3,422.85
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$151,330.46
HOBSONS, INC	PROF SERV: EDUCATION	\$11,876.22
IASB	PROF SERV: EDUCATION	\$11,400.00
IN TOUCH RECEIPTING	DATA PROCESSING AND	\$15,790.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$2,974.19
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$12,717.33
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$2,974.19
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$12,717.33
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$15,080.50
INVOLTA	OTHER TECH SER	\$345.00
ISFIS	DUES AND FEES	\$3,372.50
KANE, COLLEEN	INSTRUCTIONAL SUPPLIES	\$232.00
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$162.38
MARZANO RESEARCH LABORATORY LLC	STAFF WORKSH/CONF	\$1,300.00
NETWORK COMPUTER SOLUTIONS E.IA	COMPUTER SOFTWARE	\$304.94
NORTHWEST EVALUATION ASSOCIATION	GENERAL SOFTWARE	\$56,250.00
ORKIN PEST CONTROL	SERVICE AGREEMENTS	\$135.00
POSTMASTER	POSTAGE/UPS	\$10,000.00
QUINN STORAGE	WATER/SEWER	\$75.00
QUINTIN SHEPHERD	OTHER PROFESSIONAL	\$5,000.00
SCHOOL ADMINISTRATORS OF IOWA	DUES AND FEES	\$24,763.00
SCHOOL ADMINISTRATORS OF IOWA	GENERAL SUPPLIES	\$105.00
TEACHING STRATEGIES INC	INSTRUCTIONAL SUPPLIES	\$3,291.75

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 07/01/2015 - 07/09/2015

Fiscal Year: 2015-2016

Vendor Name	Description	Check Total
TREASURER ST OF IA	STATE INCOME TAX	\$6,450.10
UNIVERSITY OF IOWA NURSING	GENERAL SUPPLIES	\$220.00
URBAN EDUCATION NETWORK	DUES AND FEES	\$5,000.00
WAGE WORKS	EE LIAB-FLEX DEP CARE	\$5,800.40
WAGE WORKS	EE LIAB-FLEX HEALTH	\$4,971.40
<b>Fund Total:</b>		<b>\$373,502.55</b>
<b>Fund: MANAGEMENT LEVY</b>		
AUL SPECIAL PAY TRUST	TSA	\$190,764.33
TRUENORTH COMPANIES, LC	BLDG/PROPERTY INS	\$311,176.00
TRUENORTH COMPANIES, LC	Vehicle Insurance	\$53,230.00
TRUENORTH COMPANIES, LC	WORKERS COMP	\$257,645.00
<b>Fund Total:</b>		<b>\$812,815.33</b>
<b>Fund: NUTRITION SERVICES</b>		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$9,249.01
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$174.12
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$744.64
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$174.12
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$744.64
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$567.73
TREASURER ST OF IA	STATE INCOME TAX	\$170.98
<b>Fund Total:</b>		<b>\$11,825.24</b>
<b>Fund: PHY PLANT &amp; EQ LEVY</b>		
FORECAST5 ANALYTICS, INC	COMPUTER SOFTWARE	\$8,000.00
IN TOUCH RECEIPTING	COMPUTER SOFTWARE	\$5,050.00
SCHOOL BUS SALES	VEHICLES	\$380,886.00
<b>Fund Total:</b>		<b>\$393,936.00</b>
<b>Fund: STUDENT ACTIVITY</b>		
AKERS KYLE	OFFICIAL/JUDGE	\$95.00
ALEC CLARK	OFFICIAL/JUDGE	\$146.40
COE COLLEGE	INSTRUCTIONAL SUPPLIES	\$480.00
DEKE SONNY	OFFICIAL/JUDGE	\$150.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$78.11
GAIL MCINNIS PRODUCTIONS	INSTRUCTIONAL SUPPLIES	\$11,525.00
HAMM BRENT	OFFICIAL/JUDGE	\$123.40
HOYT BOB	OFFICIAL/JUDGE	\$50.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$1.44
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$6.20
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$1.44
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$6.20
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$6.85
KOPP JACOB	OFFICIAL/JUDGE	\$104.20
MARTINEZ UBY	OFFICIAL/JUDGE	\$113.40
MONTICELLO SPORTS	INSTRUCTIONAL SUPPLIES	\$22,181.00
MOSER KEVIN	OFFICIAL/JUDGE	\$119.20

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 07/01/2015 - 07/09/2015

Fiscal Year: 2015-2016

Vendor Name	Description	Check Total
NHS/NASC/NASSP	DUES AND FEES	\$202.00
PHILLIPS BRIGHAM	OFFICIAL/JUDGE	\$113.40
RITCHIE PHIL	OFFICIAL/JUDGE	\$75.00
SPORT SUPPLY GROUP INC	INSTRUCTIONAL SUPPLIES	\$2,265.71
ST. JOHN, JOHN	OFFICIAL/JUDGE	\$113.40
TREASURER ST OF IA	STATE INCOME TAX	\$1.45
VARIAN BOB	OFFICIAL/JUDGE	\$119.20
VARSITY SPIRIT	INSTRUCTIONAL SUPPLIES	\$3,156.40
VERBICK LARRY	OFFICIAL/JUDGE	\$75.00

Fund Total: \$41,309.40

Grand Total: \$4,941,781.11

End of Report


**National School Boards Association**

1680 Duke Street, Alexandria, VA 22314-3493  
 Phone: 703-838-6722 FAX: 703-548-5560  
 Federal ID #: 36-2210015

**Bill To:**

Linn-Mar Community School District  
 2999 10th St  
 Marion IA 52302-5478

**Invoice**

**Invoice #** 193031  
**Invoice Date** 06/08/2015  
**PO #**  
**ID #** 0000790170  
**Bill To #** 0000079017

**Student Enrollment:** 6,800

Description	Amount
NSBA's National Connection Fees	\$4,165.00
<b>Enrollment Category:</b> 2,500 - 7,499	
<b>For The Period:</b> 10/01/2015 To 09/30/2016	
Member: Linn-Mar Community School District 2999 10th St Marion IA-52302-5478	<b>Total Due In US Funds</b> \$4,165.00

Your district's National Affiliate fees include subscriptions to American School Board Journal at the non-deductible discounted rate of \$30 per subscription, for your full school board and superintendent.

Please send payments to:

National School Boards Association PO Box 1807, Merrifield, VA, 22116-8007

Please detach and return with your remittance

Linn-Mar Community School District  
 2999 10th St  
 Marion IA 52302-5478

**Invoice #** 193031 **Bill To ID #** 0000079017  
**Invoice Date** 06/08/2015 **ID #** 0000790170

Select Payment Method	
<input type="checkbox"/> Check Enclosed (made payable to NSBA in U.S. Funds)	
<input type="checkbox"/> VISA	<input type="checkbox"/> Master Card <input type="checkbox"/> AMEX Exp Date ____/____
CVV _____	
Card # _____	
Name as it appears on card _____	
(Please Print)	
Cardholder's Signature _____	
Cardholder's Phone no _____	
Cardholder's Zipcode _____	
Total Due	\$4,165.00 Amount Paid \$ _____

Please send payments to:

**National School Boards Association**  
 PO Box 1807, Merrifield, VA, 22116-8007

# FY 2015 Engagement Letter

Nolte, Cornman & Johnson PC <ncjcpa@mediacombb.net>

Fri 7/10/2015 10:10 AM

Inbox

To: JT Anderson <jtanderson@linnmar.k12.ia.us>;

## **NOLTE, CORNMAN & JOHNSON P.C.**

**Certified Public Accountants**

**(a professional corporation)**

**117 West 3rd Street North, Newton, Iowa 50208-3040**

**Telephone (641) 792-1910**

July 10, 2015

Linn-Mar Community School District

Attn: J.T. Anderson

2999 North 10th Street

Marion, IA 52302

We are pleased to confirm our understanding of the services we are to provide Linn-Mar Community School District for the year ended June 30, 2015. We will audit the financial statements of the governmental activities, the business type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the entity's basic financial statements, of Linn-Mar Community School District as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States provide certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to Linn-Mar Community School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operations, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Linn-Mar Community School District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison of Revenues, Expenditures and Changes in Balances.
3. Schedule of the District's Proportionate Share of the Net Pension Liability.
4. Schedule of OPEB Funding Progress (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies Linn-Mar Community School District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole.

1. Schedule of expenditures of federal awards (if applicable).

The following information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion.

1. CAFR statistical schedule data (if applicable).

### Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* (if applicable).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with generally accepted standards established by the Auditing Standards Board (United States); the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance (if applicable). If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

### Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will prepare a draft of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Linn-Mar Community School District and the respective changes in financial position and, where applicable, cash flows in conformity with



U.S. generally accepted accounting principles; and for federal award program compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us, including identifying significant vendor relationships in which the vendor has the responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud or illegal acts affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan (if applicable). The summary schedule of prior audit findings should be available for our review on the final day of field work.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions. With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit (if applicable). Our responsibility as auditors are limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

### **Audit Procedures—Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133 (if applicable).

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133 (if applicable).

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Linn-Mar Community School District's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs (if applicable). Our procedures will consist of the applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Linn-Mar Community School District's major programs (if applicable). The purpose of these procedures will be to express an opinion on Linn-Mar Community School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133 (if applicable).

### **Engagement Administration, Fees, and Other**

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide copies of our reports to the School District; however, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to

where the reporting packages should be submitted and the number to submit.

The audit documentation for this engagement is the property of Nolte, Cornman & Johnson P.C. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the federal and state departments of education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Nolte, Cornman & Johnson P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

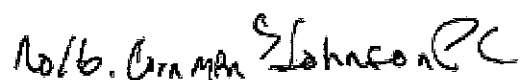
The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by federal and state departments of education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit as scheduled and to issue our report no later than March 31, 2016. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$ **23500**. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered at 40% of contract after field work is completed and final bill after report is delivered. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2014 peer review accompanies this letter.

We appreciate the opportunity to be of service to Linn-Mar Community School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Nolte, Cornman & Johnson P.C.

RESPONSE:

This letter correctly sets forth the understanding of Linn-Mar Community School District.

Board President: \_\_\_\_\_ Date: \_\_\_\_\_

Business Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**FACILITY USE AGREEMENT**Facility  
Name:**U.S. CELLULAR CENTER ARENA****LINN MAR MARION GRADUATION****MAY 29, 2016**

This Agreement, entered into this 7<sup>th</sup> day of July, 2015 by and between the U.S. Cellular Center Arena, managed by VenuWorks of Cedar Rapids, LLC, an independent contractor retained by the City of Cedar Rapids, Iowa (**OWNER**) to manage the **U.S. Cellular Center Arena**, hereinafter referred to as "**ARENA**" and:

**LINN MAR COMMUNITY SCHOOLS****ATTN: MARK HUTCHESON****3111 No 10<sup>th</sup> Street****Marion, IA. 52302****Phone: 319-447-3042**● **Fax**● **E-Mail** [mhutcheson@linnmar.k12.ia.us](mailto:mhutcheson@linnmar.k12.ia.us)Hereinafter referred to as "**CLIENT**."**DEFINITIONS**

**Addendums** shall mean all documents incorporated as part of this Agreement.

**ARENA** shall mean the duly appointed manager of the U.S. Cellular Center, VenuWorks of Cedar Rapids, LLC, Cedar Rapids, Iowa. Phone: 319-398-5211, Fax: 319-362-2102.

**Concessions** shall mean the sale of food, beverages and souvenir or novelty items through concession points of sale, either fixed or portable, to Event attendees.

**Event** means the Linn Mar and Marion Graduation and all related activities.

**Gross Ticket Sales** means the total ticket sales less any applicable federal, state and local admission taxes and facility fee, when applicable.

**Term** means the period of this Agreement as set forth below under "term".

**SCOPE OF USE**

**CLIENT** warrants that said use is for the following and no other purpose: **Linn Mar and Marion Graduations**

Spaces utilized for the above stated purpose will be as follows:

U.S. Cellular Center Arena and all contiguous spaces not including the hotel or convention center.

Client Initials \_\_\_\_\_ Date \_\_\_\_\_

Facility Initials \_\_\_\_\_ Date \_\_\_\_\_

# FACILITY USE AGREEMENT



## **TERM**

The Term shall commence on Sunday, May 29, 2016

Event day(s) are Sunday, May 29, 2016

Move-in and Move-out days are: Sunday, May 29, 2016 1:00 p.m. and 6:00 pm

Move out is immediately following event.

## **PAYMENT**

In consideration for the license to use the ARENA as provided in this Agreement, CLIENT shall pay to **ARENA** a facility rental fee of \$3,000.00, plus the cost of ushers, ticket scanners, crowd control, police, fire, guest event medical, cleaning, conversion, ticket sellers.

**CLIENT** also agrees to pay all reimbursable expenses required for the completion of this Event including advertising, stagehand, catering and outside rentals.

## **SECURITY DEPOSIT**

As partial consideration for the execution of this license Agreement, the CLIENT shall pay the **ARENA** a **NON-REFUNDABLE** security deposit of \$2500.00 which shall be due upon execution of this Agreement.

## **ADDITIONAL DEPOSIT PAYMENTS**

It is expressly understood that **ARENA** prior to CLIENT'S Event, may require additional deposit payment(s) to satisfy CLIENT'S obligations under this Agreement. If CLIENT fails to meet this requirement, **ARENA**, at its sole option, may terminate this Agreement, and CLIENT shall forfeit, as liquidated damages, the Security Deposit as set forth above.

Make checks payable to: U.S. Cellular Center  
370 1<sup>st</sup> Ave NE  
Cedar Rapids, IA. 52401

## **BOX OFFICE SERVICES**

**ARENA** provides comprehensive box office services for ticketed events through the Ticketmaster system. Prior to making any public announcements, **CLIENT** must contact the Box Office Manager to make all arrangements for setting the event up on the Ticketmaster system, ticket pricing, discounts, pre-sale and public on sale dates.

## **BOX OFFICE CHARGES**

**CLIENT** shall pay the greater of \$0 for box office services and ticket printing. A \$0 set-up and ticket fee will be charged for each additional performance.

Client Initials \_\_\_\_\_ Date \_\_\_\_\_

Facility Initials \_\_\_\_\_ Date \_\_\_\_\_

# FACILITY USE AGREEMENT



## **TAXES AND SURCHARGES**

The tickets sold will bear the following taxes and surcharges:

6% State of Iowa Sales Tax  
1% City of Cedar Rapids Sales Tax  
7% Total Sales Tax

CLIENT agrees that VIP boxes in the ARENA are not manifested for the opening performance covered by this Agreement.

It is agreed that the on-sale date for this Event covered by this Agreement will be TBA.

Upon **CLIENT** request and upon receipt of specific event information supplied by **CLIENT**, **ARENA** will provide an event cost estimate. This cost estimate is a good faith attempt to identify event costs. However, an event cost estimate is not a price quotation, and **CLIENT** is responsible to **ARENA** for full payment of the actual costs billed to the event.

## **NOVELTIES AND CONCESSIONS**

**ARENA** retains 100% exclusive rights to sell program books, novelties, and souvenirs which directly relate to event.

ARENA will receive 20% after tax for all novelties sales. All revenues net of payment of the commission shall belong to CLIENT. ARENA will provide and pay for ARENA's sellers.

The **ARENA** reserves the right to operate and receive the income from concessions sold at the Event. Such concessions shall include, but not be limited to, the dispensing or sale of food and beverages.

## **INSURANCE REQUIREMENTS AND CLIENT'S INDEMNIFICATION.**

**CLIENT** must be named as the Insured on all Certificates of Insurance provided to **ARENA**.

**CLIENT** shall for the term of this Agreement, including move-in, rehearsals and move-out, shall have and maintain in full force and effect a policy or policies of **General Liability Insurance**, (including, but not limited to, coverage for Fire, Legal Liability, Products/Completed Operations, Contractual Liability for obligations assumed under this Agreement, and for liability arising out of the operation of Subcontractors) and of **Automobile Liability** (including, but not limited to, coverage for liability arising out of Owned, Non-Owned, and Hired vehicles) in such form as will provide complete coverage and protection from and against claims, actions or lawsuits for damages because of bodily injury and/or death to any person; and from and against claims, actions or lawsuits for damages to property, any and all of which may or might arise out of or result from the **CLIENT'S** operations or occupancy under this Agreement, whether such operations be by **CLIENT** or by any subcontractor of anyone else directly or indirectly employed or hired by either of them. Policy shall be written with a bona fide ADMITTED insurance company licensed to do business in the state of Iowa and shall not be a SURPLUS LINES COMPANY. The company must have a **BEST** rating greater than **A- VII** (7).

**CLIENT** further agrees to make certain that the aforementioned liability insurance policy or policies which it procures and maintains in compliance with the requirements of this Agreement shall be separately and specifically endorsed so as to provide that the City of Cedar Rapids, DBA Doubletree by Hilton Cedar Rapids Convention Complex, VenuWorks of Cedar Rapids, LLC, **VenuWorks, Inc.**; their parents, subsidiaries, affiliates, directors, officers, employees, insurers, and agents herein, is an **Additional Insured** as to all Comprehensive General Liability, Comprehensive Automobile Liability, and Umbrella Excess Liability insurance coverage provided under such policy or policies, and further agrees that such insurance as is designated hereunder shall be written for not less than the following limits of liability:

Client Initials \_\_\_\_\_ Date \_\_\_\_\_

Facility Initials \_\_\_\_\_ Date \_\_\_\_\_



# FACILITY USE AGREEMENT



## **Comprehensive General Liability:**

\$2,000,000 combined single limit Bodily Injury & Property Damage or equivalent per occurrence and in the aggregate.

## **Comprehensive Automobile Liability:**

\$1,000,000 combined single limit Bodily Injury & Property Damage or equivalent per occurrence.

## **Worker's Compensation:**

**CLIENT** further agrees to have and maintain in full force and effect during its occupancy under this Agreement a policy or policies of worker's compensation and employer's liability insurance which provide it with complete coverage and protection from and against claims, actions or lawsuits brought under or pursuant to worker's compensation, employer's liability or other employee benefits acts. Such insurance shall be in the amounts required by statutory worker's compensation requirements and employer's liability limits of one million dollars (\$1,000,000.00). Worker's Compensation coverage must include employees, subcontractors and volunteers.

Such policies shall further be endorsed so as to provide a **thirty (30)** day written notice of cancellation to **ARENA**, and **CLIENT** shall secure and provide **ARENA** with a Certificate of Insurance on a form approved by **ARENA**, which shall demonstrate compliance by **CLIENT** with these insurance requirements.

The **CLIENT** shall defend, indemnify and hold harmless the **ARENA** and its agents and employees from and against all claims, damages, losses and expenses, including attorneys' fees arising out of or resulting from the acts, errors, omissions, conduct or operations of the **CLIENT**, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and (2) is caused or is claimed or alleged to have been caused, in whole or in part, by negligent act, error, omission, conduct or operation of the **CLIENT**, or any subcontractor, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, or (3) is abused or is claimed to have been caused, in whole or in part, by any product sold or service rendered by the **CLIENT**, its agents, employees, or subcontractors.

In any and all claims against the **ARENA** or any of its agents or employees by any employee of the **CLIENT**, any subcontractor, anyone directly or indirectly employed for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by the limitations on the amount or type of damages, compensation or benefits payable by or for the **CLIENT** or any subcontractor under Workman's Compensation Acts, Disability Benefit Acts, or other Employee Benefits Acts.

The **ARENA** and **CLIENT** hereby waive all rights against each other for any loss or damage caused by fire, extended coverage perils and vandalism, and which loss or damage is covered and compensated by insurance.

A Certificate of Insurance form indicating the coverage noted above must be completed and delivered to the **ARENA** not later than the earlier of Ticket On-Sale date or thirty (30) days prior to the date of initial occupancy hereunder or **CLIENT** shall forfeit its rights under this Agreement.

## **PLACE OF SUIT/CHOICE OF LAW**

This Agreement is executed in the City of Cedar Rapids, State of Iowa, and shall be governed by, construed and enforced in accordance with the laws of the State of Iowa. Any action at law, suit in equity, or other judicial proceedings for the enforcement of the Agreement or any provision thereof shall be instituted in any court of competent jurisdiction in the County of Linn, State of Iowa.

Client Initials \_\_\_\_\_ Date \_\_\_\_\_

Facility Initials \_\_\_\_\_ Date \_\_\_\_\_

# FACILITY USE AGREEMENT



## ADDITIONAL COVENANTS AND AGREEMENTS

All conditions and regulations set forth on the attached documents are hereby incorporated as a part of this Agreement.

For **ARENA:**

By \_\_\_\_\_

Print Name: Sharon Cummins  
Executive Director

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

For **CLIENT:**

By \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Company LENN-MAR CSD

Federal Tax ID # 42-0872010

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Client Initials \_\_\_\_\_ Date \_\_\_\_\_

Facility Initials \_\_\_\_\_ Date \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/10/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> TrueNorth PO Box 1863 500 First Street SE Cedar Rapids IA 52406-1863	<b>CONTACT NAME:</b> TrueNorth Risk Management <b>PHONE (A/C, No, Ext):</b> 319-366-2723 <b>FAX (A/C, No):</b> 877-810-6374 <b>E-MAIL ADDRESS:</b> certs@truenorthcompanies.com														
<b>INSURED</b> LINNCOM-01 Linn-Mar Community School District 2999 10th Street Marion IA 52302-5478	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A :EMCASCO Insurance Company</td><td>21407</td></tr><tr><td>INSURER B :Employers Mutual Casualty Company</td><td>21415</td></tr><tr><td>INSURER C :United Wisconsin Insurance Company</td><td>29157</td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A :EMCASCO Insurance Company	21407	INSURER B :Employers Mutual Casualty Company	21415	INSURER C :United Wisconsin Insurance Company	29157	INSURER D :		INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

**COVERAGES****CERTIFICATE NUMBER:** 441643648**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		9D40001-16	7/1/2015	7/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y		9E40001-16	7/1/2015	7/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000			9J40001-16	7/1/2015	7/1/2016	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	0400143915	7/1/2015	7/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Linn-Mar Graduation May 206  
City of Cedar Rapids, dba Doubletree by Hilton Cedar Rapids Convention Complex, VenuWorks of Cedar Rapids, LLC, VenuWorks, Inc.; their parents, subsidiaries, affiliates, directors, officers, employees, insurers, and agents are included as additional insureds with regards to general liability and auto liability. Umbrella liability follows form the above listed general liability, auto liability and employers liability.

**CERTIFICATE HOLDER****CANCELLATION**U.S. Cellular Center Arena  
370 1st Ave NE  
Cedar Rapids IA 52401

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

## LINN MAR COMMUNITY SCHOOL DISTRICT

## CITY OF CEDAR RAPIDS

## MEMORANDUM OF AGREEMENT

WHEREAS, the City of Cedar Rapids, hereinafter called the CITY, and the Linn Mar Community School District, hereinafter called the DISTRICT, desire to enter into an agreement pursuant to the Code of Iowa, Chapter 28E, for the purpose of establishing and operating an adult guard program at designated school crossings within the City of Cedar Rapids,

## IT IS THEREFORE MUTUALLY AGREED:

1. The adult crossing guard program shall be operated by the DISTRICT with partial funding by the CITY as provided in this Memorandum of Agreement. The CITY shall be the administrator of the Memorandum of Agreement.
2. The CITY agrees to provide adult guard training on an annual basis and periodic in-service training upon request of the DISTRICT and to provide local agency criminal history checks for adult crossing guards upon request of the DISTRICT.
3. The DISTRICT agrees to interview, select, and hire the guards; and to maintain the guards on their payroll as DISTRICT employees.
4. Each location shall be reimbursed for a maximum of 1.6 hours each day that students are required to attend school. Each location is one (1) approved intersection for one (1) specific school. One (1) intersection may have two (2) approved locations if the intersection has been approved for two (2) schools with different dismissal times. Specific hours shall be determined by DISTRICT. DISTRICT shall require guards to record the number of students utilizing each crossing in both the morning and afternoon time periods for an entire non-holiday week (Monday – Friday) for all school months as specified by the CITY. DISTRICT shall provide the CITY a summary report in December and May summarizing the number of students utilizing each crossing during those specific periods. DISTRICT and CITY shall cooperate to de-authorize locations that do not meet established criteria.
5. Guards shall be expected to report to designated DISTRICT principals/designee as scheduled and complaints regarding guards shall be processed through them.
6. The City Traffic Engineer or his/her designee shall be responsible for determining those locations where adult guards are to be placed, based on the established criteria.
7. An Appeals Board shall be mutually established by the CITY and the DISTRICT as a recommending body to the CITY and the DISTRICT as needed. Membership to the Appeals Board shall be as follows:
  - a. Two (2) CITY employees to be designated by the CITY; one (1) DISTRICT employee to be designated by the DISTRICT; three (3) other persons as shall be mutually agreed between CITY and DISTRICT.

8. Initial requests for placement of an adult guard shall be addressed to the City Traffic Engineer by a written request from the school principal, the PTA President, or by a petition signed by parents from fifteen (15) different households of students who are required to cross at the location being appealed. The request shall be forwarded to the Appeals Board. Upon hearing the request, the Appeals Board shall forward recommendations to CITY. Upon review by the CITY, recommendations shall be forwarded to the DISTRICT.
9. CITY agrees to purchase one MUTCD-compliant vest and stop paddle for each FY16 adult guard location at no cost to the DISTRICT. DISTRICT agrees to maintain all adult guard equipment for each location. DISTRICT and CITY agree to share equally all mutually agreed upon costs for equipment upgrades necessary to meet Manual on Uniform Traffic Control Devices standards as well as MUTCD-compliant equipment for new adult guard locations as determined by Appeals Board.
10. DISTRICT and CITY agree to share equally all mutually agreed upon costs of the program, including salaries and fringes up to a maximum amount. DISTRICT maximum for FY16 is 1,903.94, which is an equitable distribution of the FY16 adult guard budget according to percentage of approved crossing guard locations for DISTRICT to total approved locations for all school entities in the adult guard program. CITY will reimburse DISTRICT 50% of a maximum \$11.46 hourly wage with the remaining DISTRICT maximum reimbursing fringes, equipment for new adult guard locations, and equipment upgrades.
11. DISTRICT shall invoice CITY monthly for CITY's share of actual monthly program costs, which CITY agrees to remit within thirty (30) days after receipt of the invoice. DISTRICT shall submit final invoice for FY16 by June 15, 2016 to be reimbursed through the City's FY16 budget. DISTRICT and CITY shall keep a running record of amounts invoiced and paid each month. In no event will CITY reimburse DISTRICT for any amount above the FY16 total mentioned in Article 10.
12. The term of this agreement shall be from the date of consummation of this agreement by the CITY to the end of June 2016. This Agreement may be renewed for an ensuing one (1) year upon mutual agreement of the parties at least ninety (90) days before expiration of the Agreement.
13. Termination of Agreement: This agreement may be terminated at any time by giving of ninety (90) days written notice to the other party of a party's intention to terminate this agreement.

LINN MAR COMMUNITY SCHOOL  
DISTRICT

CITY OF CEDAR RAPIDS

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Tim Iserberg  
Linn Mar School Board President

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Jeffrey A. Pomeranz, City Manager

Date \_\_\_\_\_

Date \_\_\_\_\_

Attest:

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Amy Stevenson, City Clerk



**ALL-PURPOSE ACKNOWLEDGMENT**STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_ } ss:On this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_ To me personally known  
Or \_\_\_\_\_ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity(ies) upon behalf of which the person(s) acted, executed the instrument.\_\_\_\_\_  
Name) \_\_\_\_\_ (Sign\_\_\_\_\_  
Name) \_\_\_\_\_ (Print

Notary Public in and for the State of \_\_\_\_\_

(SEAL)

**CAPACITY CLAIMED BY SIGNER:**\_\_\_\_\_  
INDIVIDUAL  
\_\_\_\_\_  
CORPORATE  
Titles of Corporate Officer(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Corporate Seal is affixed  
\_\_\_\_\_  
No Corporate Seal procured  
\_\_\_\_\_  
PARTNERSHIP: Limited Gen'l  
\_\_\_\_\_  
ATTORNEY-IN-FACT  
\_\_\_\_\_  
EXECUTOR(s) or TRUSTEE(s)  
\_\_\_\_\_  
GUARDIAN(s) or  
\_\_\_\_\_  
CONSERVATOR(s)  
\_\_\_\_\_  
OTHER: \_\_\_\_\_**SIGNER IS REPRESENTING:**Names of entity(ies) or person(s)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_