



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
August 10, 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 5:00 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). 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: Shepherd, Bisgard, Breitfelder, Anderson, Morrison, Christian, Ironside, and Schumacher. Absent: Ramos.

200 REVISION AND/OR ADOPTION OF THE AGENDA *Motion 001-08-10*

Motion by Patterson for the Board to approve the agenda as presented. Second by Buchholz. Voice vote; motion approved.

300 WORK SESSION/DISCUSSION INFORMATION

Superintendent Shepherd facilitated a discussion on the following topics:

1. Class sizes: A conversation on how to proceed is underway with many factors being taken into consideration, such as: preschool demand/location, boundary issues, future construction needs, transportation needs, etc. Board will continue conversation to determine best way to proceed based on the variety of factors to be considered as well as a build a list of directives for a boundary committee if the discussion ends up leading in that direction.
2. Preschool philosophy: A conversation will be put into place to determine what the philosophy should be on location needs of the preschool program (facility or neighborhood driven). The conversation will involve early childhood experts and the formation of a task force that will focus on investigating the best path for the District.
3. Committee/Advisory structure: Conversation is underway to build a deeper understanding of the function of the current committees/advisories as well as what committees/advisories are required or needed.
4. Shepherd asked the Board to prepare for the August 24th meeting by thinking about the current committee/advisory structure as well as to begin compiling a list of directives for a boundary committee if the class size discussion leads in that direction.

400 ADJOURNMENT Motion 002-08-10

Wilson moved to adjourn the work session at 6:31 PM. Second by Buchholz.
Voice vote; motion approved.

Tim Isenberg, Board President

Angie Morrison, Board Secretary

*Minutes respectfully submitted by:
Gayla Burgess, Admin Assistant to the Superintendent
August 10, 2015*



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 Regular Session Minutes
August 10, 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 boardroom of the Learning Resource Center (2999 N. 10th St, Marion). 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: Shepherd, Bisgard, Breitfelder, Anderson, Morrison, Christian, Ironside, and Schumacher. Absent: Ramos.

200 REVISION AND/OR ADOPTION OF THE AGENDA Motion 003-08-10

Motion by Patterson for the Board to approve the agenda as presented. Second by Patterson. Voice vote; motion approved.

300 AUDIENCE COMMUNICATIONS

- **Joel Miller** (Linn County Auditor): provided a handout listing important information on school board elections, student instruction opportunities, and various services offered.
- **Kathy Simmons** (Linn-Mar parent, Marion, IA): Shared the following concerns about the High School parking lottery: no communication by High School to the community, safety issues, not an equitable solution to the problem, get a tag and then have to pay \$25 to park, street/public parking is extremely limited, and how do people know the results of the parking lottery.
- **Mike Simmons** (Linn-Mar parent, Marion, IA): Shared the following concerns about the High School parking lottery: no need to change the first-come-first-served process that has always occurred, no clarification on what the \$25 parking fee will go towards, and lack of communication to parents about the change in parking process.
- **Mary Ann Bries** (Linn-Mar parent, Marion, IA): shared her concerns regarding the High School parking lottery and safety issues for student athletes parking off campus who return to the High School late at night.
- **Scott Foens** (Linn-Mar parent, Marion, IA): shared his concern that the High School parking lottery is not an equitable solution for seniors who will pay to park their last year but will not receive any real benefit from

the renovations because they graduate before the renovations are completed.

- **Emily Lewis** (High School student, Marion, IA): Shared the following concerns about the High School parking lottery: freshman/sophomores entered in lottery when they don't qualify for the time release option, students lose their freedom by not being allowed to park wherever they want to, and the lack of time for athletes between dismissal, running home for uniforms/snack, and then back to catch athletic bus because they are forced to park off campus.
- **Ashton Bries** (High School student, Marion, IA): shared her concerns about High School parking lottery regarding the safety of parking off campus or in the north lot and students already selling parking tags on black market. Bries suggested distributing tags starting with seniors, juniors, and sophomores, then use the parking lottery for freshman only.

400 RESOLUTIONS/OPENING OF BIDS/PUBLIC HEARINGS

500 RECOGNITIONS/PROCLAMATIONS

600 BOARD ANNOUNCEMENTS AND REPORTS

601 Marion City Council

- Gadelha reported that the Marion City Council approved the construction of Waldo's Rock Park (62nd Street past Hwy 13) at the July 23rd meeting and the park might offer learning opportunities for the science curriculum.
- Buchholz reported that at the August 6th meeting it was approved to move forward with the construction of the mini-roundabout at the intersection of 35th Street and 29th Avenue. Construction will begin on April 11, 2016, with a completion date required within 45 days.

700 INFORMATIONAL REPORTS

701 High School Student Handbook

Exhibit 701.1

High School Principal Jeff Gustason reviewed the changes to the 2015-16 High School Student Handbook. Gustason shared the handbook would be posted online and hard copies would not be distributed.

Concerns raised by the Board:

1. Graduation requirements (pg. 15) and Physical Education waiver (pg. 17) do not meet the revised Board policies. Gustason clarified that there was a lack of communication or discussion regarding the policy changes.
2. The Board also shared their concerns about not being informed about the High School parking issues, the parking lottery, and that there was not enough communication with the public. Gustason clarified that the parking issue needed to be addressed because there has always been 900 spots for 1,400 students and issues arise when students park

903 Open Enrollment Requests *Motion 006-08-10*

Motion by Buchholz to approve the open enrollment requests as presented. Second by Patterson. Voice vote; motion approved.

Approved In

Name	Grade	Resident District	Reason
Bockoven, Clayton	5 th	Cedar Rapids	Good Cause
Campbell, Jayla	K	Cedar Rapids	On Time
Carlson, Lily	1 st	Olin	Good Cause
Case, Artheriannah	12 th	Cedar Rapids	Good Cause
Duclos, Scarlett	1 st	Cedar Rapids	Good Cause
Johnson, Gavin	1 st	Cedar Rapids	Good Cause
Khor, Neo Lee	K	Cedar Rapids	On Time
Lloyd, Aurora	K	Cedar Rapids	On Time
Naber, Jonathan	K	Marion	On Time

Approved Out

Name	Grade	Receiving District	Reason
Berleen, Danika	1 st	Cedar Rapids	Good Cause

1000 CONSENT AGENDA

1001 Personnel

Certified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept. Action	Salary Placement
Boekhoff, Jo Nel	Teacher Leader: Instructional Coach	August 18, 2015	Same
Bortle, Courtney	OR: Social Studies Teacher	August 14, 2015	BA+24 Step 9
Cronk, Lana	WE: 5 th Grade Teacher	August 14, 2015	BA Step 1
England, Dianna	BW: 5 th Grade Teacher	August 14, 2015	BA Step 1
Hamilton, Kandice	WE: 2 nd Grade Teacher	August 14, 2015	BA+12 Step 12
Manley, Lori	Teacher Leader: Instructional Coach	August 18, 2015	Same
McDonald, CJ	Teacher Leader: Instructional Coach	August 18, 2015	Same
Spencer, Denice	WF: Student Support Services Teacher	August 14, 2015	MA+30 Step 17

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept. Action	Salary Placement
Botsford, Josiah	HS: Student Support Associate	August 19, 2015	LMSEAA II, Step 6
Botton, Ellen	NS: General Help	August 24, 2015	PTNS Step 1
Bradford, Coretta	HS: Student Support Associate	August 19, 2015	LMSEAA II, Step 10
Cox, Shane	HS: Custodian	August 3, 2015	SEIU C, Step 1
Curler, Sandra	LG: Student Support Associate	August 19, 2015	LMSEAA II, Step 10
Grensteiner, Susan	BW: Student Support Associate	August 19, 2015	LMSEAA II, Step 10
Jones, Jenise	From HS to LG Custodian	July 13, 2015	Same
Matthews, Ann	BW: From Student Support Associate to Guidance Secretary	August 3, 2015	LMSEAA IV, Step 15
Molenaar, Rebecca	HS: General Ed. Assistant	August 19, 2015	LMSEAA I, Step 6
Poellet, Natalie	AC: Aquatic Instructor	July 13, 2015	\$10.00/hr
Sears, Margaret	NS: General Help	August 24, 2015	PTNS Step 1
Silver, Lisa	WE: From Student Support Associate to SAM	August 1, 2015	\$39,000/year
Taylor, Maria	OR: Health Assistant	August 18, 2015	LMSEAA II, Step 10
Yount, Mary Anne	WE: Paraprofessional	August 19, 2015	LMSEAA, V; Step 10

Classified Staff: Resignation

Name	Assignment	Dept. Action	Reason
Decious, Becky	BW: Ed Assistant	August 5, 2015	Personal
Delorenzo, Carol	NS: General Help	August 5, 2015	Other Employment
Gerlich, Dawn	EH: Student Support Associate	August 1, 2015	Personal
Harberts, Julie	EH: Media Assistant	August 3, 2015	Personal
Homewood, Cynthia	EX: Student Support Associate	July 20, 2015	Personal
Kolz, Kris	LG: Paraprofessional	July 28, 2015	Personal
Moeller, Alvin	TR: Bus Rider	July 13, 2015	Retirement
Rezabek, Traci	OR: Student Support Associate	August 4, 2015	Personal
Suess, Wyatt	LRC: Technology Department	July 31, 2015	Relocation
Taylor, Daveeta	TR: Bus Driver	July 9, 2015	Retirement
Van Wey, Christie	LRC: Accounting Department	July 3, 2015	Other Employment

Extra-Curricular Positions: Assignment/Reassignment/Transfer

Name	Assignment	Dept. Action	Salary Placement
Bentley, Casey	From Assistant to Head MS Cross Country Coach	August 24, 2015	Schedule H, Category D
Haines, Kiley	OR: Head 8 th Gr Volleyball Coach	August 24, 2015	Schedule H, Category D
Shanstrom, Robert	HS: Asst Varsity Boys Golf Coach	July 30, 2015	Schedule H, Category D

1002 Approval of Minutes from July 13, 2015*Exhibit 1002.1*1003 Approval of Bills*Exhibits 1003.1-2*1004 Approval of Contracts*Exhibits 1004.1 thru 1004.7*

1. Grant Wood AEA Professional Development Online System for a cost of \$1,786.30.
2. Addendum to Agreement for Athletic Training Services with St. Luke's Hospital from 1.0 FTE to 1.5 FTE for a cost of \$27,700.30.
3. Agreement with Hand in Hand Early Care and Education Center for providing space for the statewide voluntary preschool program for a total not to exceed \$244,526.
4. Agreement with Rockwell Collins Child Development Center for providing space for the statewide voluntary preschool program for a total allowable reimbursement of \$103,237.
5. Cooperative Agreement with Northwestern College for student teaching and educational experiences.
6. Interagency Agreements for Special Education Programming with Cedar Rapids CSD (2). *(To protect student confidentiality; no exhibits provided)*
7. Non-commercial licensing agreement with Linn-Mar Lions 2020, 8th Grade Boys Basketball Head Coach, Dean Zahradnik.

1005 Board Information1006 Approval of the Consent Agenda ***Motion 007-08-10***

Motion by Wilson for the Board to approve the Consent Agenda, excluding *Item 1002 Approval of Minutes from July 13, 2015*. Second by Buchholz. Voice vote; motion approved.

1007 Item Removed from the Consent Agenda for Separate Action

Motion 008-08-10

Motion by Patterson for the Board to approve *Item 1002 Approval of Minutes from July 13, 2015*. Second by Wilson. Voice vote. Gadelha abstained. Motion approved.

1100 COMMUNICATIONS, ANNOUNCEMENTS, AND TRANSMITTALS

1101 Communications

- Concern stated about possible security issues on the north side of the High School during/after football games/sporting events.
- The City of Marion has already been contacted regarding potential parking issues in residential/business areas.
- Board recognized the buildings for their efficient registration processes.

1102 Calendar

Date	Time	Event	Location
August 12 th	7:00 AM	Executive Committee	Sup's Conference Room
August 14 th	Noon	New Teacher Luncheon	LRC Board Room
August 18 th	3:30-6:00	Superintendent Meet & Greet	LRC Board Room
August 18 th	4:00 PM	Marion City Council Work Session	Marion City Hall
August 20 th	5:30 PM	Marion City Council Meeting	Marion City Hall
August 20 th	7:30 AM	All Staff Kickoff	HS Auditorium
August 24 th		First Day of School	
August 24 th	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
August 26 th	7:00 AM	Executive Committee	Sup's Conference Room
Date	Time	Event	Location
September 4 th	7:30 AM	Board Visit: Echo Hill	Echo Hill Elementary
September 8 th		School Board Election	
September 9 th	7:00 AM	Executive Committee	Sup's Conference Room
September 14 th	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
September 25 th	7:00 AM	Board Visit: Novak	Novak Elementary
September 28 th	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room

- Please RSVP to Karla Christian regarding August 14th new teacher luncheon.
- Coffee Conversation will be hosted by Isenberg and Wilson at Linn Grove Elementary on Saturday, August 22nd beginning at 8:30 AM.

1103 Committees

Committee	Participants
Career & Technical Education	Bisgard, Wilson
Construction Advisory	Buchholz, Ironside, Shepherd
Ed Leader 21	Bisgard, Breitfelder, Gadelha, Wilson
ERMA Advisory	Hutcheson, Ironside
Equity Advisory	Bisgard, Christian, Patterson, Ramos
Executive Committee	Buchholz, Isenberg, Shepherd
Finance/Audit Committee	Anderson, Buchholz, Hutcheson, Morrison, Shepherd, Wilson
Health & Human Development	Breitfelder, Buchholz
Legislative/Policy Committee	Gadelha, Patterson, Shepherd
Linn-Mar Foundation	Shepherd
School Improvement Advisory	Bisgard, Gadelha
Special Education Committee	Breitfelder, Patterson, Wilson
Technology Committee	Isenberg and Ramos

1200 ADJOURNMENT *Motion 009-08-10*

Buchholz moved to adjourn the regular session at 8:30 PM. Second by Hutcheson. Voice vote; motion approved.

Tim Isenberg, Board President

Angie Morrison, Board Secretary

*Minutes respectfully submitted by:
Gayla Burgess, Admin Assistant to the Superintendent
August 10, 2015*

Elementary Enrollment Numbers
2015-16 School Year

Tentative - subject to change
4-Aug-15

	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade		
	Grade level size	# of sections	Average class size	Grade level size	# of sections	Average class size	Grade level size	# of sections	Average class size	Grade level size	# of sections	Average class size	Grade level size	# of sections	Average class size	Grade level size	# of sections	Average class size
Bowman Woods	71	3	23.67	76	3	25.33	84	4	21.00	87	4	21.75	90	4	22.50	75	3	25.00
Echo Hill	95	4	23.75	101	4	25.25	90	4	22.50	112	5	22.40	84	3	28.00	85	3	28.33
Indian Creek	70	3	23.33	92	4	23.00	85	4	21.25	90	4	22.50	88	4	22.00	95	4	23.75
Linn Grove	76	3	25.33	89	4	22.25	78	3	26.00	74	3	24.67	100	4	25.00	72	3	24.00
Novak	69	3	23.00	72	3	24.00	60	3	20.00	79	4	19.75	75	3	25.00	70	3	23.33
Wilkins	75	3	25.00	77	4	19.25	78	3	26.00	71	3	23.67	80	4	20.00	94	4	23.50
Westfield	80	3	26.67	68	3	22.67	66	3	22.00	75	3	25.00	70	3	23.33	72	3	24.00
District Totals:	536	22	24.36	575	25	23.00	541	24	22.54	588	26	22.62	587	25	23.48	563	23	24.48

Kindergarten

Notes: 45 students have been placed in Kindergarten via Open Enrollment

BW - 13

EH - 24

LG - 2

NE - 5

WE - 1

14-15 K numbers(1st day of school)

560 students

25 sections

Ave class size: 22.4



STUDENT HANDBOOK

2015-2016 School Year



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

MISSION AND OBJECTIVES

District Mission Statement

Inspire Learning. Unlock Potential. Empower Achievement.

Educational Goals

As responsible, lifelong learners, it is essential Linn-Mar students be:

Users of Core Skills and Knowledge-who are competent in computation, mathematical reasoning, and use of multiple technologies; who can use cultural, artistic, historical, and scientific concepts to explain, assess, and anticipate change; who learn new skills and knowledge, as needed.

Thinkers-who independently access information and resources; who create and critically investigate multiple options; who make decisions that effectively solve a variety of problems.

Self-Directed Learners-who are aware of their strengths, needs, interests, and wants, who can set achievable goals, monitor and evaluate their progress; who are resourceful in responding to change.

Responsible Citizens-who recognize the relationships between self and others; who accept responsibility for their actions; who actively participate in improving themselves, their family, and local and global communities.

Effective Communicators-who listen, speak, write, read, and respond clearly to a variety of audiences and purposes.

Collaborative Workers-who use their interpersonal skills to develop constructive relationships with diverse individuals and groups.

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GENERAL INFORMATION

Academic Assistance Program

The Linn-Mar High School Academic Assistance Program provides academic support, tutoring, credit completion, credit recovery, and the COMPASS alternative program. An Academic Assistance Counselor (Todd Goodell, 447-3073) coordinates the following program:

- * Tutoring: Both student and adult volunteer tutors **are** available for specific subject area support. Tutoring times are arranged during school hours in The **Learning Center/Media Center**. Contact the **9th-10th Grades or 11th-12th Grades** Offices for information.
- * Academic Assistance Center: Linn-Mar has operated an Academic Assistance Center one **afternoon** per week. The purpose is to provide academic support in a safe and instructional environment. This support is coordinated by the 9th/10th Grade Team and staffed by teachers. Contact Greg Hall, counselor (447-3074) or Joe Nietert, assistant principal (447-3022) for information.
- * Credit Completion: Students receiving **failing** grades **may** work with the Academic Assistance Counselor in an effort to complete coursework at a level satisfactory to award academic credit. **Determination for this is a joint decision by the teacher, administrator, and Academic Assistance Counselor.**
- * Credit Recovery: The Academic Assistance Counselor helps to coordinate planning for students no longer on pace to graduate with their class.
- * COMPASS Alternative Program: (located at the LRC, 2999 N. 10th St., Marion). Linn-Mar High School offers an alternative program known as the COMPASS program (Dawn Young, Coordinator). Students successfully completing the COMPASS program receive a Linn-Mar High School diploma. Approved students may take selected courses or be involved in the program full-time. Contact the Academic Assistance Counselor for information regarding the COMPASS program.

Announcements

Daily announcements are made to students via LMTV broadcast at the beginning of 1st and 2nd Block. The webcast and written announcements are posted on the school website daily. It is important for all students and parents to monitor the daily announcements regarding changes in schedules, deadlines, and other important school information.

Attendance

Research supports the close association of success in school and good attendance. Linn-Mar High School believes that good attendance and promptness are important for success beyond high school, and that developing these patterns is an important step in the lifelong learning process.

Parents and guardians should contact the 9th/10th Grade (447-3050) or 11th/12th Grade (447-3046) Offices by phone to notify the school regarding an impending absence. If this is not done, the school will make every effort to contact the parent/guardian at home or work to verify the absence. See the "Linn-Mar High School Attendance Policy".

Behavior Expectations

A safe, secure, disruption-free academic environment is essential to ensure a quality education for all students. All of Linn-Mar High School's rules and behavior expectations are reviewed annually by staff, students, parents, administration, and Board of Education with the goal of maximizing the quality of the academic environment.

Linn-Mar High School uses a system of progressive discipline, beginning with the teaching of behavior expectations and ending with progressively more severe consequences when those expectations are not met. Linn-Mar High School publishes a Board of Education **reviewed** "Code of Conduct", which is included in the "Student Handbook" and reviewed with students during the first week of school. See the Linn-Mar High School "Code of Conduct".

Bus Service

Any question regarding bus service should be directed to the Linn-Mar Transportation Department (447-3030). As a general rule, high school students **must live at least three (3) miles** from school to be eligible for bus service.



....GENERAL CONTINUE

Canine Inspection

(Reference: Board Policy 502.4, 502.4R)

Linn-Mar High School, in cooperation with the Marion Police Department, conducts routine building inspections using the Marion PD canine units. These inspections are done during classtime, before school, or after school hours. If information is produced during an inspection that constitutes "reasonable suspicion", the administration will conduct a search within the guidelines of established district policy and Iowa statute.

CORDS

The Commission on Recognizing Dedicated Service (CORDS) is a program that recognizes seniors at graduation who have volunteered a minimum of 160 hours to the Linn-Mar Community School District. See the CORDS display across from the **Learning Center**/Media Center for further information.

Curriculum

See "Linn-Mar High School Program of Studies". See also "Academics". See Linn-Mar web page, "High School", "Program of Studies" at www.linnmar.k12.ia.us.

Daily Schedule

Linn-Mar High School operates a modified 4x4-block schedule. This schedule is built around eight traditional periods (45 minutes) for math, music, and foreign language while all other courses meet in four blocks which meet daily for 95 minutes.

The original block schedule was adopted by the Board of Education in February of 1999, and was adjusted to meet **state** time requirements for 2012-13. The modified block schedule is intended to provide students with expanded opportunities, allow teachers to **better** teach to the various learning styles of individual students, and to further enhance the learning environment at Linn-Mar High School.

- * Early Session (8:00 a.m.-8:25 a.m.): During this scheduled time period teachers are available to meet with students on a drop-in or arranged basis. Opportunities to review, ask questions, complete makeup work, and get more individual instruction occur during this time. Teachers may opt to begin Early Session at 7:45 a.m.
- An Early-Bird period (7:15 a.m.—8:00 a.m.) is also scheduled for Marching Band and specific sections of other courses **as needed**.
- **In 2015-16, an adjusted schedule has been established for class sections taught at the LRC.**

Dance Expectations

- Student dress at a dance is a parent responsibility. The administration holds the right to address inappropriate clothing choices. All guidelines concerning student dress code within the Student Handbook apply.
- It is agreed that "grinding," as defined as — "a student dancing in front of another student with their body pressed into his/her crotch," is inappropriate and will not be tolerated at school dances. Grinding behaviors may include, but are not limited to, hands on hips, bending over, hands on floor, other inappropriate hand placement.
- It is agreed that there are dance behaviors that 'cross the line', including, but not limited to the following:
 - Hands on floor or knees while in front of another individual
 - Bending over in front of another individual
 - Simulation of a sex act
 - Dresses being pulled up
 - Inappropriate hand placement
 - Inappropriate skin showing
 - Midriff, backside, chest, etc.

Consequences for repeated inappropriate behaviors will result in the student being asked to leave the dance and may result in a ban from dances.

...GENERAL INFORMATION

Deliveries

Because of the number of potential requests, Linn-Mar High School will not accept deliveries of flowers or balloons for students. Local vendors will continue to be notified of this policy.

Dress Code *(Reference: Board See Policy 502.9)*

Students are expected to adhere to standards of cleanliness and dress that are compatible with the requirements of a good learning environment. The standards will be those generally acceptable to the community as appropriate in a school setting.

Students are expected to wear clothing appropriate for a public high school which does not disrupt the school or educational environment. Clothing or other apparel promoting products illegal for use by minors and clothing displaying obscene material, profanity, or reference to prohibited conduct are disallowed.

While the primary responsibility for appearance lies with the students and their parents/legal guardians, appearance disruptive to the education program will not be allowed. When, in the judgment of the principal or designee, a student's appearance is inappropriate, disrupts the educational process or constitutes a threat to health/safety, the student may be required to make modifications.

Clothing should not show an inappropriate amount of bare skin. Shirts and shoes are to be worn while in the school building. Hats or any head coverings are allowed in the hallway only. Hats are not to be worn in any classroom, the Learning Center/**Media Center, Upper Commons/library**, auditorium or any other instructional area during the school day. Coats should be kept in lockers during the school day. Gang "colors" or associated clothing are prohibited.

Emergency Contacts

Emergency contacts, listed on the student emergency information, will be called in the event of critical-care concerns only. Students **may** be sent home, for school purposes only with consent of parent/guardian.

Evacuation

In the event of emergency evacuation, high school students will be moved to **the following** locations: Novak Elementary (401 29th Ave.), Excelsior Middle School (3555 N. 10th Street) **or Indian Creek Elementary (2900 Indian Creek Rd)**. Parents will be asked to listen for emergency announcements on radio/TV **but NOT** to come to the high school campus or the evacuation locations to pick up students until communication to do so takes place.

Food/Drink

Food, water, and other beverages allowed in the school building are not allowed in the **Upper Commons/library**, Auditorium, Little Theatre, or computer labs at any time. Food and water are allowed in the Lower Commons/Cafeteria, Food Court and hallways. Staff members may also allow food and water in specified instructional areas/rooms. Failure to maintain the instructional areas/rooms may result in the revocation of food in rooms supervised by specific staff. **Caffeinated energy drinks or soft drinks are not to be brought into the building at any time during the school day.**

Good Standing

Students must be in **good standing** with the Code of Conduct, Attendance Policy, and Good Conduct (Extra-Curricular) Activity Policy in order to participate in or attend school events, dances, graduation ceremonies, Prom or Homecoming, retain "Time Release" privileges, and other opportunities provided for students. Students who **owe any** time due to excessive tardiness or truancy, **or who have outstanding fines**, are not in "Good Standing" until all time obligations are fulfilled.

Guidance Services

Linn-Mar High School has six guidance counselors, **three** student-assistance counselors, and an academic assistance counselor. Linn-Mar High School counselors work with students in five major service areas as follows: inventory service (test scores, grades, personal data), information service (occupational information, educational information, personal-social information), counseling (educational, vocational, personal-social), placement (career planning, post-secondary planning, part-time employment opportunities), and follow-up (continuing contact with former students).



...GENERAL INFORMATION

(Guidance continued) Appointments with students are made during unscheduled time or Learning Center periods. Students or parents may also schedule appointments before school, after school, or on selected evenings.

In 2014-15, a College and Career Center **was established**, and **is currently** housed in the **Learning Center**/Media Center. **The College and Career Center will have a permanent location in the new South addition in 2016.** Students and parents are welcome to browse the college catalogs, college directories, financial aid information, scholarship information, standardized testing information, and career materials at any time. College, technical school, and military representatives visit Linn-Mar High School on a regular basis. These visits are publicized in the daily announcements and take place in the College and Career Center.

Students are assigned to a designated counselor but are encouraged to see any counselor they wish. Grades 9-10 counselors **are** located in the 9th/10th Grades Office. Grades 11-12 counselors **are** located in the 11th/12th Grades Office. The assignments are as follows:

Grades 9-10	A-G	Mr. Greg Hall	447-3074
Grades 9-10	H-N	Mr. Pete Martin	447-3072
Grades 9-10	O-Z	Mrs. Sheryl Cline	447-3175
Grades 11-12	A-G	Mr. David Kennedy	447-3104
Grades 11-12	H-N	Ms. Jennifer Thurston	447-3098
Grades 11-12	O-Z	Ms. Elizabeth Kreher	447-3072

Student Assistance 9-12 (including substance issues)	Mr. Kevin McCauley	447-3047
Student Assistance 9-12 (including family and social issues)	Mrs. Lisa Mooney	447-3129
Student Assistance 9-12 (including mental health issues)	Mrs. Mandy Barker	892-4884
Student Academic Assistance 9-12	Mr. Todd Goodell	447-3073

Hallway Passes

In order to promote a **safe**, secure and disruption-free environment, all teachers are discouraged from allowing students to go to their lockers or other locations in the building without written permission in the form of a pass. Signed hallway passes are required for all students who are in the halls during class time.

Harassment

Linn-Mar enforces a no-tolerance policy related to harassment of any kind. All reports will be investigated. Students should contact, in confidence, any teacher, counselor, or administrator if they feel they are being harassed or know someone who is being harassed. Students may also contact district officials, **Leisa Breitfelder**, Executive Director of Student Services, at 447-3003, or **Shannon Bisgard**, **Associate Superintendent**, at 447-3028. (*Reference: Board Policy 104, 403.13*) See *Policy Statements*."

Health Services

The school nurse is available to Linn-Mar High School students on a daily basis. Ill students will be sent home, with parent permission, via the attendance office. For questions, call the Health Services Office at 447-3080. See *Medication*.

Homerooms

All students are assigned to a homeroom with a homeroom advisor. **In 2015-16, meetings are scheduled once per quarter (August 27, October 29, January 21, April 7)** for the purpose of conducting school business, such as course registration, discussing important school items, post-secondary planning, and standardized assessment prep. 9th grade students also focus on high school adjustment during homeroom. Attendance for all grade levels is mandatory.

...GENERAL INFORMATION

ID Cards

Students are required to carry ID cards at all times. IDs are required for Time Release, lunch, event attendance and library check-out. Replacements can be purchased in the 9th/10th Grades Office or 11th/12th Grade Office.

Insurance

All students who participate in school athletics or activities are strongly encouraged to carry health and accident insurance (see "Activities", "Insurance"). The school provides an optional insurance program for all students and invites all students to participate, on a voluntary basis, with costs to be paid by the student. *(Reference: Board Policy 504.9). See also "Activities".*

Internet Use

(Reference: Board Policy 603.12-R, 603.12-R2, 603.12-E1)

The Internet is to be used as an educational tool for classroom purposes only. Students under 18 years of age must have parent/guardian authorization of independent Internet use. Inappropriate use of the Internet will result in cancellation of privileges. *See "Policy Statements".*

Lockers *(Reference: Board Policy 502.13)*

All 9th grade students are assigned a school locker for the purpose of storing school materials and personal items needed for school. 10th, 11th and 12th grade students may be assigned a locker upon request to the 9th-10 Grades or 11th-12th Grades Office. It is the responsibility of each student to keep the locker clean and undamaged. Expenses required to repair a locker are billed to the student who is assigned to the locker. Although school lockers are temporarily assigned to individual students, they remain the property of the school and are subject to regular, general inspections by school officials. Contraband items (see "Code of Conduct") discovered during such searches shall be confiscated by school officials and may be released to law enforcement officials *(See "Student Searches")*.

Lunch and Breakfast Program

School lunches and breakfast are served daily. School IDs with bar codes are used for payment purposes at all times. Money can be put into accounts at registration, each morning before 10:15 a.m. in the cafeteria, online on the school website, and at the Cashier's Office. Free and reduced lunch program applications are available in the high school Main Office or on-line at www.linnmar.k12.ia.us. Breakfast is served from 7:30 a.m. - 10:10 a.m. Snack items may be purchased throughout the day from 7:30 a.m.-2:00 p.m.

Majority Age

(Reference: Board Policy 501.14)

Students who are eighteen years of age are given the opportunity to exercise responsibility for their attendance, school correspondence, and scholastic achievement. Completion of a parent consent form and approval by the administration are required. Parent consent forms are available in the 11th-12th Grades Office.

Make-up Work

Students who are absent from school for any reason, are expected to make up all course work missed due to the absence. Students with excused absences are given two days per day missed to make up assignments, quizzes, tests, or other work. Students with anticipated absences (activities, other) are expected to have work done and take tests upon returning to class. Students with unexcused absences (including due to suspension), are expected to have all work completed upon returning to class. *(See Attendance Policy).*

Medication

(Reference: policy 504.31 and 504.31E).

Students who must take prescribed medication at school need a physician's written authorization and parent/guardian approval, which must be kept on record in the high school Nurse's Office. Parent permission forms are available, upon request, from the Main Office (447-3040) or the Nurse's Office (447-3080).

Non-prescription medications such as Advil, Tylenol, Midol, antihistamines, cough medicine, or any over-the counter medications provided by the parent/guardian, must be delivered directly to the Nurse's Office. The student will be sent to the Nurse's Office to receive these medications. Students are not to carry any medication without written administrative approval.



...GENERAL INFORMATION

Messages

Messages from parents are delivered to the classroom by student office runners as possible. Efforts will be made not to interrupt instruction and to find students during classes or Learning Center time. Students will be taken out of class for calls or messages on an emergency basis only. Messages from friends, employers, or others not listed as parents/guardians will not be delivered.

Mobile/Personal Electronic Devices

All Mobile/Personal Electronic Devices, including phones and music systems, must be turned off and out of sight in classrooms or other instructional areas (The Learning Center/Media Center, Upper Commons/Book collection, Auditorium, Little Theatre, Gym, Locker Rooms, Weight Room, etc.). Mobile device usage in the hallway and cafeteria areas is permissible before school, during lunch, and during a student's passing time. Mobile devices may be used for instructional purposes at the discretion of the teacher/staff. Mobile devices may be temporarily confiscated for the remainder of a class period or school day at the discretion of a teacher, staff member, Student Dean, or Administrator for inappropriate use or disruption.

Parent Advisory Council

Linn-Mar High School will conduct meetings with a selected group of parents of students in grades 9-12, each semester. These meetings are designed to enhance communication between home and school. The agendas generally feature administrative reports, review of recent school functions, and a question/answer forum. In 2015-2016, the Parent Advisory Council meeting dates will be October 29 and March 3. Meetings will begin at 7:00 p.m. in the Learning Center/Media Center. Sign-up for Parent Advisory Council will begin in August.

Parking

Students wishing to park on campus must have a valid parking tag on display at all times. Parking tags will be chosen via lottery. A 'wait list' is kept so new tags can be issued as spaces become available. Students must have a valid school driving permit or driver license to be eligible to register a vehicle for a parking tag. Students are expected to park in designated areas, obey all parking rules and driving regulations. Violators are subject to the "Code of Conduct" and may lose parking privileges indefinitely.

Personal Possessions

Linn-Mar High School does not assume responsibility for lost or stolen personal items or valuables. All students are encouraged to keep lockers locked at all times, NOT to bring valuable items to school, and NOT to carry large sums of money.

PowerSchool

PowerSchool is the Linn-Mar student information system. Grade progress, priority standards progress, attendance, course registration, some announcements and teacher contact information are available at this site. Students and parents are encouraged to check PowerSchool on a regular basis. If you have questions regarding PowerSchool, please contact the 9th/10th Grade Office or 11th/12th Grade Office.

Signs, Flyers and Posters

All signs, flyers, and posters must have administrative approval prior to being displayed on campus.

Social Media

Texting, Facebook, Tweeting, or any other methods of social media may be used during non-scheduled time during the school day. Students engaging in social media during scheduled instructional time may lose such privileges during the school day. Students using social media inappropriately as deemed by the Principal or designee will be subject to the Code of Conduct.

Student Support Services

(Reference: Board Policy 602.5)

All children with a disability, from birth to 21 years of age, regardless of severity of their disability, who reside within the Linn-Mar Community School District and who require special education and related services shall, in cooperation with the Area Education Agency, be identified, evaluated, and provided a free and appropriate public education. This is in accordance with the Code of Iowa, The Education of Handicapped Children Act (P.L.94-142), applicable state/federal regulations, and the district's goal of providing full educational opportunities for all students.

...GENERAL INFORMATION

Student Advisory Council

The Linn-Mar High School Student Advisory Council is comprised of volunteer members of the student body whose purpose is to meet with the high school principal and building administrative team to provide feedback and advise on various policy or procedural matters. Meetings take place **three times during the school year**. The purpose of the Student Advisory Council is to represent the student body in keeping with the Linn-Mar High School commitment to shared decision making and continuous improvement. Student Advisory Council members may or may not be members of Student Council. Student Advisory is divided by grade level to encourage more participation and input. Applications are available in the Main Office at the start of the school year.

Student Assistance Program

The mission of the Linn-Mar High School student assistance program is to provide a network of prevention, intervention, counseling and support for students trying to overcome conditions which interfere with their ability to achieve success in school.

The Student Assistance Team, which promotes positive choices and healthy lifestyles, includes the following programs:

- Student Assistance Counselors (Kevin McCauley, 447-3047, **Mandy Barker, 892-4884**, and Lisa Mooney, 447-3129) - The Student Assistance Counselors provides individual counseling regarding personal concerns, a safe place for substance use assessments, group counseling, and education about substance abuse, other life issues and assists students with family, personal/social **and mental health** issues as well as other life issues. All information received by the Student Assistance Counselors is held as confidential under federal law and is not included in student records.
- Student Support Groups-The following student support groups are provided for Linn-Mar High School students and accessed by contacting any SAT member: CODE (a group for children in disruptive home environments), SODA (a group for Students OK without Drugs or Alcohol), and TRY (Teens Reaching Youth, a high school organization which provides education on healthy lifestyles to younger students).
- Student Assistance Team-Linn-Mar High School staff members who assist students in a confidential manner with counseling, information resources, counseling and referrals to appropriate helping people. SAT members also serve on the Traumatic Event Response Team. Team members for 2015-16 include: Corey Brinkmeyer, Barb Harms, Tracy Hopkins, Kyle Hoffman, Kathleen Kelley, Nancy Kleitsch, Lisa Loftin, Audrey Ollinger, Liz Sheka, Jeanne Turner, Dee Westbrook, Rebecca Youngkent, **Kathy Ebeling**, Jordan Printy, Sarah Mollman, Chelsi Snead, Lisa Mooney, **Mandy Barker**, and Kevin McCauley.
- Student Mentors-Selected high school staff serve as mentors to identified students who could benefit from a positive role model. These staff members will have regular contact and provide support throughout the school year in all areas of the students' lives.
- Reading Support- Linn-Mar High School, via the Student Assistance Program, provides reading assistance for identified students in grades 9-12.

Student Council

The purpose of the Linn-Mar High School Student Council is to provide an avenue for student involvement to enhance the social function of the school, and to lead efforts to serve Linn-Mar High School and the community.

Student elections are held each spring. Seven at-large representatives are elected from each grade. Unsuccessful candidates may become pledge members of Student Council. Information about becoming a pledge member may be obtained from the Student Council Advisors.

Student Progress Communication

Progress reports may be sent to parents at any time during the school year. Teachers are **expected** to communicate regularly with parents and to proactively develop strategies to assist all students. In addition, parent/teacher conferences are scheduled at the midpoint of 2nd Quarter and 3rd quarter. Student grade progress, via PowerSchool, is an invaluable way for students and parents to monitor student progress in courses. Every three weeks, all students are monitored via PowerSchool for those currently receiving failing or incomplete grades. Letters to parents, student meetings, and parent phone calls are then used to create awareness and develop a plan of action/support for individual students.



....GENERAL INFORMATION

Student Driving Permits

Students who are 14 years of age may qualify for a "Student Driving Permit" if they have satisfactorily completed a driver's education program and follow these steps:

- Obtain an application at the Iowa DOT Driver's License Office.
- Parent/guardian must sign application.
- Bring driver's education completion student driver permit certificate and application to 9th/10th Grade Office for Associate Principal's signature.
- Return to DOT.
- A school driving permit does not guarantee an on-campus parking tag.

Student driving permits are meant to provide transportation directly to and from school for students that live one mile or more from school.

Students may drive to school activities and activities practices or rehearsals, provided these practices are held at a Linn-Mar Community School District site.

Support Services (Grant Wood AEA)

(Reference: State Code 41.82)

Additional support services are available to assist teachers, parents, and students when concerns arise. These services include our building's Grant Wood Area Education Agency staff (psychologist, consultant, speech-language pathologist, occupational and physical therapist, and others). Other services provided by counselors, nurse, student assistance counselor, and others are also available.

Telephones

A designated phone to be used by students for school business only is available in the 9th/10th Grade Office and the 11th/12th Grade Office. All other school phones are to be used by school personnel only unless with permission or for critical-care emergency purposes. *See Mobile Electronic Devices.*

Time Release

(Reference: Board Policy 602.8, 602.8-R)

Time Release privileges allow junior and senior students to leave campus or to check into a commons area, **the Learning Center/Media Center, Upper Commons/library**, or supervised classroom when not scheduled for a class. Students must be out of the halls once the passing time bell has rung, even if they have time release. To qualify for Time Release, 11th and 12th grade students must be in "good standing" in relation to the Code of Conduct and Attendance Policy, as determined by the administration. In addition, students who receive "F", "F+" or incomplete grades at the nine-week grading period are not eligible for Time Release for a period of time determined by administrators. 11th and 12th grade students receiving 'F' grades or missing class work six weeks into a term will have Time Release revoked for the remainder of the term. Time Release rosters are updated daily and maintained by the 11th and 12th Grades Student Dean. Parents may approve, if student is eligible, or revoke Time Release at any time by contacting the 11th/12th Grade Student Dean. **9th and 10th grade students do not have time release and thus must remain on campus, in the building, once they have arrived on campus until dismissal. 9th and 10th grade students have an assigned place to be at all times during the school day.**

Transcripts

Up to date, unofficial student transcripts are available at **any time via PowerSchool**. Student transcripts are only mailed at the end of 4th quarter/2nd semester unless requested. Historical grades are available at all times via PowerSchool. The school will send multiple copies of transcripts to both custodial and non-custodial parents/guardians if prior notification is given to the school. Transcripts will be sent to post-secondary institutions, potential employers, etc. upon request. Post-graduates are charged \$1.00 per transcript. To request a transcript, please call the Guidance Office (447-3045 or 447-3070).



.. . . . GENERAL INFORMATION

Transcripts

Updated student transcripts are made available at the conclusion of each nine-week grading period. Student transcripts are only mailed at the end of 2nd quarter/1st semester and 4th quarter/2nd semester unless requested. Historical grades are available at all times via PowerSchool. The school will send multiple copies of transcripts to both custodial and non-custodial parents/guardians if prior notification is given to the school. Transcripts will be sent to post-secondary institutions, potential employers, etc. upon request to the counseling office. Post-graduates are charged \$1.00 per transcript. To request a transcript, please call the 11th/12th Grade Office (447-3045 or 447-3070).

Visitors (Students)

Due to the large population of students at Linn-Mar High School, student visitors are NOT allowed during the school day without written request and approval of the building principal.

Visitors (Adults)

All visitors to the building are required to sign-in at the **Visitor Booth (or entrance office starting in 2016)** and state a clear destination. Appointments are necessary. Any visitor without an appointment must be approved to enter by an administrator or student dean.



....GENERAL INFORMATION

Linn-Mar High School *Learning Center*

Inspired by the RTI Model of Mattos, Webber and Buffum, the LMHS Learning Center is designed to provide varying levels of academic support for students at LMHS. The Learning Center is comprised of six different labs housed in **the Learning Center/Media Center**. All students in grades 9 and 10 will be assigned to The Learning Center during unscheduled time. Students in grades 11 and 12 may also utilize the various labs as needed. Students who are struggling in particular courses may be assigned to any of the labs as deemed necessary to help the student achieve success in **a** class.

Learning Lab

Purposeful individual and group study area for 9th and 10th grade students.

Academic atmosphere **with individual and group** seating.

Students check-in with the Learning Lab facilitator with each Learning Lab station, and may or may not have assigned seats.

Computer and Reference Material areas are for academic use only.

Personal technology for academic use (including extension) may be used in the Learning Lab.

The Learning Lab facilitator will take an active role in reviewing a student's academic status. They will roam the Learning Lab and frequently check on PowerSchool as well as work completion needed.

Tutoring Lab

Requested/Assigned Tutors or Drop-In Available Tutors.

Specific areas of Math, Science, English, Social Studies, Foreign Language and other subjects as requested.

Monitoring of what specific content areas supported during sessions.

Will be open, as available, before-during-after school.

Guided Studies Lab

Available on both a Drop-In and Assigned basis.

Support/Review/Summary/Rehearsal from specific courses led by a ed. asst./tutor/teacher.

Instruction uses a small group **or individual** format.

Communication with classroom teachers regarding focus of instructional support.

Monitoring of what specific content areas supported during sessions.

Directed Studies Lab

Assigned only.

2.5 credits may be earned for nine weeks of study in one of two manners:

Method #1: Assigned for Skill work in Math and/or Literacy.

Method #2: Assigned as skinny/quarter class and paired with priority standard competency in English, Science, Social Studies, Math, or Foreign Language.

Student Support Services Teachers will Instruct Directed Studies.

Students may also be in Guided Studies Lab or Tutoring Lab during the same term as Directed Studies Lab.

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.. . . . GENERAL INFORMATION

Focus Lab

Individual Behavior and Academic support in a self-contained academic environment.

For students not meeting behavior expectations in other Learning Center labs.

Will be facilitated by staff as assigned by the **Assistant Principal**.

Mandatory/Assigned academic supports with specific coursework.

Credit Recovery/Credit Completion Lab

F+, F, INC (as needed), and students at risk for not being on track for on time graduation.

Assistance with student transition to Compass Program.

Facilitated by the Academic Assistance Counselor.

...ACADEMIC PLANNING

Academic Integrity

Academic dishonesty is never acceptable and will not be tolerated. It is unethical for a student to take credit for work that is not their own. Academic dishonesty denies a student the opportunity to acquire skills necessary to succeed in a given content area and future coursework. The following is a listing of some, but not all, examples of academic dishonesty:

- A. Copying the work of another, or plagiarism.
- B. Giving your work to another student, and allowing them to take credit for the work as their own.
- C. Allowing someone else to do your work for you, or doing someone else's work for them.
- D. Viewing, or attempting to view, another student's work during a quiz, test or other assessment.
- E. Using electronic devices, including calculators, to store or compute information without teacher permission.
- F. Using unauthorized 'cheat sheets' or electronic/digital aids without teacher permission. Permission to use memory from a digital device, including calculators, for pre-loading or storing information must be expressly granted by a teacher.
- G. Creating or accessing digital images of assessments in part or in full.

Academic dishonesty will be treated in the following manner:

- 1. Students will be asked to provide evidence, such as notes, drafts, or other work samples.
- 2. Students found to have violated Academic Integrity will be subject to the following:
 - Zeros are assigned to the student or students involved.
 - A letter will be sent to parents and counselor.
 - When a published work is plagiarized, a letter of apology will be sent to the writer or publication.
 - A second offense may result in an 'F' grade and/or being dropped from the course without credit.

Advanced Placement

Linn-Mar High School offers Advance Placement (AP) courses in Art History, Calculus (BC), Biology, Chemistry, English, Literature, Environmental Science, Physics, Psychology, Statistics, U.S. Government, U.S. History, Microeconomics, Music Theory and World History. For course descriptions, information about the Advance Placement exam, and other offerings consult the Linn-Mar High School "Program of Studies" or www.linnmar.k12.ia.us. AP courses are weighted for grade point calculation purposes as follows: A+, A (5.0); A- (4.67); B+ (4.33); B (4.00); B- (3.67); C+ (3.33); C (3.0); C- (2.67); D+ (2.33); D (2.0); D- (1.67).

College Credit

Linn-Mar students can earn college credit, while attending high school, in the following ways: taking courses or course sequences which, through agreements with Kirkwood Community College, will transfer as college credit upon enrollment (see Program of Studies); taking courses which are jointly administered by Kirkwood and Linn-Mar High School (Career Edge Academy or other concurrent enrollment courses); Advanced Placement courses; Post-Secondary Enrollment Option courses. (11th/12th grade students, see "Post Secondary Enrollment Options").

Course Load

Students in grades 9-11 are required to carry a minimum of 35 credits per semester. 12th grade students are required to carry a minimum of 30 credit hours per semester.

...ACADEMIC PLANNING

Credit/Fail

Students may elect to take a course for "Credit/Fail". The following guidelines apply:

- 9th grade students may not opt for Cr/F.
- Courses used to meet the minimum requirements for graduation in Math, Science, English, and Social Studies may not be taken Cr/F.
- A limit of 25 Cr/F credits may be taken during the high school career.
- A grade of "C-" or higher must be earned in order to receive credit.
- Parent signature is required.
- Deadlines for applications: Block class by end of 5th week; traditional class by end of 10th week. Applications must be received in the Guidance Office and filed for each quarter of a block class and each semester of a traditional class.
- Once this option is chosen, it may not be reversed at a later date.

Credit Hours

Most block courses (which meet 95 minutes per day) are worth five credits per quarter (9 weeks). Most other courses (which meet for 45 minutes per day) are worth five credits per semester (18 weeks).

Drop-Add Deadlines

Students may drop or add a course without penalty before the following deadlines:

- Add course deadline-
 - Block class—End of the 3rd day of new quarter
 - Semester class—End of the 5th day of a new semester
- Drop course deadline-
 - End of 4th week of new term (block classes)
 - End of 8th week (semester classes)
- Dropping a course after the established deadline will result in a failing grade for the given grading period.

Early Graduation

(Reference: Board Policy 605.31, 605.31-R)

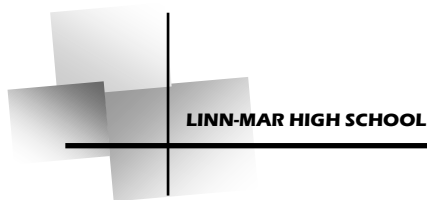
Students who have met the minimum academic requirements, with parental consent, may graduate early. (See "Graduation Requirements"). Applications are available in the 11th/12th Grade Office and must be submitted to the principal a minimum of four weeks prior to the end of the student's final term. Students who graduate early are not eligible to participate in extra-curricular activities. They may, however, attend Prom and participate in graduation exercises.

Grading

The standard grading scale used by all Linn-Mar High School teachers is as follows: A+ (99.0%), A (93.0%), A- (90.0%), B+ (87.0 %), B (83.0%), B- (80.0%), C+ (77.0%), C (73.0%), C- (70.0 %), D+ (67.0%), D (63.0%), D- (60.0%), F+ (55%). Percentages are rounded to the nearest whole percentage (0.5 or higher rounded up and 0.49 or lower rounded down). Extra credit or test re-takes may raise a grade to no more than an A-.

Grade Point Calculation

Grade point averages are computed on a 4.33 scale as follows: A+ (4.33); A (4.0); A- (3.67); B+ (3.33); B (3.0); B- (2.67); C+ (2.33); C (2.0); C- (1.67); D+ (1.33); D (1.0); D- (0.67). Transfer grade point averages will be computed using the Linn-Mar High School grade point calculation system.



...ACADEMIC PLANNING

Graduation Requirements

Linn-Mar High School students are required to earn 250 credits in order to graduate. In addition, the following department requirements must be met in order to earn a diploma:

English – 40 credits. Must include English 9 or English I (10 credits each), English II (may opt out if pass English I with a 90% or higher grade), English III or Advanced English III, and one speech/acting course (5 credits).

Mathematics – 30 credits. Must include Algebra (10 credits) or Algebra Fundamentals I and Algebra Fundamentals II (20 credits). Students who successfully complete both semesters of Algebra may not then take Algebra Fundamentals I or Algebra Fundamentals II to fulfill the Algebra or three year Math requirement.

Science – 30 credits. Must include General Biology (10 credits) or Fundamentals of Biology I and Fundamentals of Biology II (20 credits), a physical science course (Chemistry, Physics, or Earth and Physical Science) (10 credits). Ten elective credits may include the following vocational/technical offerings: Aquaculture Science, Ag.-Science-Animal, Ag.-Science-Plant, Natural Resources and Ecology, Food Science and Safety, Introduction to Engineering Design, and Principles of Engineering.

Social Studies – 30 credits. Must include U.S. History 9 (10 credits) or AP U.S. History (15 credits), World History (10 credits) or AP World History (15 credits), American Government (5 credits) or AP U.S. Government (10 credits), and one social studies elective (5 credits).

Health/Fitness – 20 credits. Must include Health I (5 credits).

Graduation—Honors and Distinction

Graduation honors are calculated after the 3rd quarter of the senior year. Valedictorian is the senior with the highest grade point average. Salutatorian is the senior with the 2nd highest grade point average. Graduation with *Distinction* is attained by those with a 4.0 cumulative grade point average or higher. Graduation with *Honors* is attained by those with a 3.75 - 3.99 cumulative grade point average.

COMPASS Center Credits

Alternative high school program credits are available at the COMPASS Center located in the LRC at 2999 N. 10th St., Marion. See Academic Assistance Counselor, Todd Goodell, for information about COMPASS Center courses.

Letter Requirements

Students who achieve a 3.33 or higher grade point average during a given school year are eligible for a Linn-Mar High School academic letter. Academic letters are presented to students at an assembly each fall. Students must have been in attendance at Linn-Mar High School during the previous school year **for a minimum of 47.5 credit hours** to qualify. Academic letter recipients who achieve a g.p.a. of 4.00 or higher grade point average during a given school year are eligible to receive a Linn-Mar High School Academic Letter *with Distinction*. Recipients with a g.p.a. of 3.75-3.99 during a given school year are eligible to receive a Linn-Mar High School Academic Letter *with Honors*.

Naviance/Family Connection

Beginning in 2015-16, LMHS is using the Naviance/Family Connection in the areas of academic planning, goal setting, career planning, and college planning. All LMHS students and parents will have access to the Family Connection online. Counselors will be using the Family Connection with students during their high school careers. Contact your student's counselor for questions regarding Family Connection.

ACADEMIC PLANNING

Objectionable Materials

(Reference: Board Policy 602.29, 602.29R)

"...the Board retains the final legal responsibility for....including the selection, review, and reconsideration of educational materials." Information about procedures for reviewing curriculum and materials is available in the office of the principal.

Physical Education Waiver (Ref. Policy 603.8)

Physical education is required for all students by state educational standards. Students may, however, receive a waiver of the physical education requirement through application to the appropriate associate principal. Applications will be approved if one of the following criteria is met:

The student is enrolled in a for-credit, cooperative, work-study, or other educational program authorized by the school, which requires the student's absence from the school premises during the school day.

The student is enrolled in academic courses otherwise unavailable.

The submission deadline for non-medical Physical Education Waivers is the first Tuesday after Labor Day, September 8, 2015, for the 2014-2015 school year. Physical Education Waivers for severe medical conditions may be granted after that date. Non-medical Physical Education Waivers are rescinded if coursework is dropped (and not replaced) at any time during the school year.

Post Secondary Enrollment Options Act

See Program of Studies: Students may enroll in college courses while attending high school under the following provisions: A) PSEO is intended for 11th and 12th grade students only, B) courses may not replace courses required for graduation, C) courses may not replace courses offered in the high school, D) the school district pays no more than \$250 for tuition and related expenses, E) the student must pass the course in order for the district to pay, F) the course must be taken during the school year and not during the summer, G) may count toward minimum course load requirement and elective graduation requirement, H) students must maintain the minimum high school course load.

PSEO courses earn both college and high school credit. The grade earned in the course is reflected on the college transcript. It will be shown as a Credit/Fail on the high school transcript and does not impact the high school grade point average.

Program of Studies

The Linn-Mar High School *Program of Studies* is a yearly publication of all courses offered in the academic program at Linn-Mar High School. This document is available online, and is available for review in hard copy in the 9th/10th Grade Office, 11th/12th Grade Office, and Media Center.

Registration

Course registration for returning students begins in January. The course registration process is online. The Master Schedule is created following registration, and student schedules for the next academic year are distributed in May. Contact your counselor, or another counselor, for questions regarding registration for classes.

Testing Program

9th Grade: Iowa Assessment (required), Choices (Interest and career inventory)(optional), SDS (Strong-Campbell Self-Directed Search)(optional), MBTI (Myers Briggs Trait Inventory)(optional).

10th Grade: Iowa Assessment (required), NWEA Math (Required), NWEA Reading (Required). Science Reasoning Assessment (Required).

11th Grade: Iowa Assessment (required), Choices, (optional), ASVAB (military, career inventory)(optional), ACT, SAT (optional), NMSQT (National Merit Scholarship Qualifying Test)(optional), COMPASS (Kirkwood C.C.) test (optional).

12th Grade: Iowa Assessment in areas of non-proficiency (Required).

...ACADEMIC PLANNING

Test-Out Option (Board Policy 605.6)

Students who wish to test out of various courses for credit must notify the building principal in writing of their intent by May 1 for a fall semester or year-long course and by December 1 for a spring semester course. Students will be asked to demonstrate, via multiple performance measures, critical objective mastery for the course.

Standards Reporting

Linn-Mar High School **reports** on Priority Standards of Common Core/Iowa Core and professional organizations. Standards reporting is based off of proficiency scales used for assessing student progress for each priority standard. Standards are reported in addition to percentage grading. For teachers who convert a proficiency scale score to a percentage score, the following conversion scale will be used:

Curriculum Maps Proficiency Scales

4	Advanced	In addition to proficient, in-depth inferences and applications that go beyond what was taught
3.5	High Proficient	
3	Proficient	No Major errors or omissions regarding any of the simple or complex concepts taught
2.5	Proficient with Support	
2	High Progressing	An understanding of the simpler details and processes taught, but requires support
1.5	Low Progressing	
1	Capable of 2.0 with Support	With help, partial understanding of details and processes taught
0.5	Limited Success	
0	Not Attempted	Not Attempted

Proficiency Scale Conversion

4	100	A+
3.5	95	A
3	90	A-
2.5	80	B-
2	70	C-
1.5	65	D
1	60	D-
0	50	F

ACADEMIC PLANNING

Technology Literacy

All LMHS students, beginning with the class of 2017, will be provided opportunities to show technology literacy using IC³ Technology Competencies in the three areas of **Computing Fundamentals, Key Applications** and **Living Online**. Instructional support is available for this self-paced competency requirement. Students may receive IC³ Certification by scoring 85% in all three areas. Students may work on certification in the Technology Information Lab, Media Center, or The Learning Center.

Optional certification opportunities in technology applications may be able attained through self-paced programming. The following Certification opportunities in technology applications are available in [2014-15](#):

Microsoft Office Specialist, Expert and Master Certification Level Options in the following Areas:

Word, Excel, PowerPoint, Access, Outlook

(Student pays cost of certification exams, \$66. School pays for practice exams)

Autodesk Certified User in the following areas:

Autocad, Autodesk and Vendor, Autodesk Revit Architecture

(Student pays cost of certification exams, \$22. School pays for practice exams)

Adobe Certified User in the following areas:

Photoshop, Dreamweaver, Flash, Illustrator, In Design

(Student pays cost of certification exams, \$22. School pays for practice exams)



ACTIVITIES PROGRAM

Purpose

The activities program is an integral part of our school. Research indicates that students who are involved in activities have fewer discipline problems, get better grades, have better attendance, and have a higher completion rate. All students are encouraged to become involved in the Linn-Mar High School Extra-Curricular and Co-Curricular Activities Program.

Activities/Organizations (subject to change during the year)

Athletics (Girls and Boys)

* **Band** (Marching Band, Symphonic Band, Wind Symphony, Wind Ensemble, 9th Grade Band)

Linn-Mar Best Buddies

Cheerleading

* **Choral** Music (9th Grade Choir, Linn-Mar Singers, Concert Choir, Chorale)

CORDS

Drama and Drama Production (technical crews-stage, costumes, lighting, sound)

FBLA (Future Business Leaders of America)

FCA (Fellowship of Christian Athletes)

FFA (Agri- and Aqua-culture)

French Club

Homecoming Royalty/Homecoming Class Representatives

Intramurals

Jazz Band (Colton Center Jazz, Jazz I, Jazz II, **Stage B, and Lab Band**)

Key Club

"Linn-Mar Life" (Newspaper)

LMTV

Los Gringos (Spanish Club)

Math Team

"Medallion" (Yearbook)

Model UN

NHS (National Honor Society)

* **Orchestra** (Concert Orchestra, Symphonic Strings, Philharmonic Orchestra, Chamber Orchestra)

Peer Facilitators

Prom

Robotics Team

Science Club

Show Choir (High Style, In-Step, Tenth Street Edition)

SODA (Students OK without Drugs and Alcohol)

Spectrum

Speech (Large group and individual speech)

Student Advisory Council (Principal's advisory)

Student Ambassadors (hosts for public events)

Student Council

Students International

Thespians (acting international affiliation)

Teens Reaching Youth (TRY)

Trap Shoot (Student Run)

Visual Art Club

Voice

* **Co-Curricular programs**

...ACTIVITIES

Affiliations

Linn-Mar High School has been a member of the Mississippi Valley Conference since 1986. Linn-Mar High School is also a member in good standing with the Iowa High School Athletic Association, the Iowa Girls High School Athletic Union, the Iowa High School Speech Association, and the Iowa High School Music Association. In addition, Linn-Mar High School associates with various other state organizations such as Iowa FFA and FBLA.

Academic Eligibility

(Board Policy: 502.6) A student must pass all courses during the preceding grading period in order to be eligible to participate in extra-curricular activities. Students who do not pass all courses shall be ineligible for the next nine week grading period. Extra-curricular activities include, but are not limited to: interscholastic athletics, music performances not related to daily classroom instruction (i.e. jazz band, show choir), competition speech, and competitions/performances/trips of Linn-Mar High School sponsored clubs, teams, and organizations.

Students who receive incomplete grades may be declared ineligible until all course work is satisfactorily completed. These courses must be completed within two weeks after the conclusion of the previous grading period. Students who receive "F+" grades shall be ineligible for a minimum of thirty days pending the completion of all course work at a passing (D-) level. This work will be monitored by the academic assistance counselor with final approval by the principal.

Admission

Activities tickets are available to all students for **\$45.00**. These tickets are valid for admission to all Linn-Mar High School athletic events, concerts, and productions, excluding the Spring musical and state sanctioned tournament events. The revenue generated by the sale of these tickets is used to support all programs in the extra-curricular activities program.

Attendance Requirement

Students are required to be in good standing with the "Attendance Policy" in order to be eligible to participate in an extra-curricular activity on a given day.

Conflicts

Every effort is made by school officials to avoid scheduling conflicts. When they do occur, the following criteria are used to prioritize:

1. State level performance
2. District level performance
3. Conference level performance
4. Inter-school competition,
5. Public Performance

Good Conduct Extra-Curricular Activity Policy

Students must maintain good standing in terms of the Good Conduct (Extra-Curricular) Activity Policy developed and reviewed by the Board of Education. Students placed on out-of-school suspension are ineligible to participate in **any** activities for the duration of the suspension. "Co-Curricular activities have both curricular (graded) and extra-curricular programming. The Good Conduct Extra-Curricular Activity Policy only applies to the extra-curricular programming within a co-curricular activity. *See also Good Conduct Extra-curricular Policy.*"

Insurance

(Reference: Board Policy 504.9)

It is strongly recommended that a student participating in the interscholastic athletics be adequately insured. A policy from an insurance company determined by the Superintendent, may be obtained through the school. If a parent wishes his/her child to participate without insurance, he/she must submit a written statement accepting full responsibility.

...ACTIVITIES

No-Activities Night

(Reference: Board Policy 503.5)

"Sunday and Wednesday evenings are reserved for non-school sponsored student activities. On Wednesdays, no Linn-Mar sponsored activity shall detain students after 6:30 p.m. Any Linn-Mar activity scheduled on Sunday or after 6:30 p.m. on Wednesday must have advance written approval from the Superintendent or his/her designee."

Physicals

All students must have a physical each year in order to participate in athletics. These physicals must be taken after July 1 and before participating. Forms may be obtained from the school nurse, the main office, or on-line.

Sportsmanship

(Reference: Board Policy 1005.3)

All students and spectators in attendance at Linn-Mar sponsored events are expected to display the highest level of sportsmanship at all times. Respect for the officials, opposing participants, and other persons in attendance is part of this expectation. Inappropriate cheers, chants, booing, taunting, and other unsportsmanlike behaviors are prohibited.

Transportation

Travel to school activities require the use of school transportation unless other arrangements are made with the administration. School permits are legal for transportation from home to practices or events held at a Linn-Mar building or site. Students with school permits may **not** drive to events at other schools.

ATTENDANCE POLICY

Attendance Policy-Philosophy

Reference: Board Policies 501.11, 501.12.

Students are expected to attend classes regularly and to be on time in order to receive maximum benefit of the instructional program, to develop habits of punctuality, self-discipline and responsibility, and to assist in keeping disruption to the educational environment to a minimum.

Students who have good attendance records are most likely to achieve higher grades, enjoy school life to a greater degree, and have more post-secondary opportunities after leaving school. Prospective employers expect promptness and regular attendance from employees and are reluctant to hire persons who have not established good habits of attendance and punctuality. Lifelong patterns of responsibility and self-discipline are fostered by regular attendance.

Attendance Notification

Parents are requested to phone the 9th/10th Grade Office or 11th/12th Grade Office prior to noon regarding a student's absence. Attendance notification may take place by phone, in person, or via email generated from a business site. Notes or emails from personal email accounts will not be accepted for attendance. The school will attempt to call parents at home or work if a call has not been received. The purpose of this call is to notify parents and to verify an absence.

Attendance Taking

Attendance is taken daily in each class, during each period including The Learning Center and Information Technology Lab.

College Visits

College or vocational school visitation will be excused provided parent contact has been made with the administration or designee prior to the absence. Students are required to bring verification of the visit to the 9th/10th Grade Office or 11th/12th Grade Office upon returning to school.

Excused Absences (*Reference: Board Policy 501.11*)

Absences for the following reasons will be considered excused:

- Personal illness
- Death or serious illness in the immediate family
- An emergency at home vital to the family welfare
- The funeral of a relative or close friend
- Medical or dental appointments (Note from doctor's office is required for verification)
- Court appearances
- Other as determined by an administrator or designee

Students who miss five days of school in succession or ten days in a given semester may be asked to provide an excuse from a doctor.

Absences that have the prior approval of the administration may be considered excused. The key to this is prior communication with the administration. In most cases, where these requests are received after the absence has occurred, the absence will be considered unexcused. In cases where parent contact has not been made within three school days of the absence, the absence will be considered 'Unexcused'.

Fraudulent Calls

Fraudulent phone calls are considered a violation of the Code of Conduct.

Majority Age

See "General Information", "Majority Age".

ATTENDANCE POLICY

Signing In/Out

Students who come to school late must sign in at the 9th/10th Grades Office or 11th/12th Grades Office. They will then be given a pass to class. Students who need to leave school early are responsible for picking up their own passes, earlier that same day, and then signing themselves out when they need to leave school. Passes will be delivered to students only when the parent/guardian notifies the appropriate office that the student is unaware of the appointment.

Tardies

Students who are not in their assigned instructional area or The Learning Center when the bell rings will be considered tardy. Students arriving late must have a pass, signed by a teacher or other staff member, in order to be excused.

The following consequences are applied for excessive tardiness to a class:

Tardy #1-#3—Warning, detention with teacher.

Tardy #4—Referral to the **Assistant Principal** or Student Dean, Wednesday School, Loss of Time Release, Hallway restriction.

Tardy #5— Referral to the **Assistant Principal** or Student Dean who will assign in-school suspension, Loss of Time Release, Hallway restriction, and arrange parent, student, counselor and administrator conference.

Tardy #6—Referral to the **Assistant Principal** or Student Dean, student dropped from class with "F" grade, student assigned to study hall.

Code of Conduct-Authority

- *Reference: Code of Iowa No. 279.8.* The Board of Directors shall make rules for its own government and that of the directors, officers, employees, teachers, and pupils..."
- *Reference: Board Policy 502.1.* "

Unexcused Absences

Absences for the following reasons may be considered unexcused:

- Truancy
- Working/job related
- Missing a bus
- Shopping
- Oversleeping
- Car or related problems
- Picture, hair, tanning, or other appointments
- "Senior Skip Day" (never school-sponsored)
- No reason provided, and no parent contact within three days of the absence
- Other absences not listed as "excused"

Any time a student has three unexcused absences in any class during a given semester, Linn-Mar High School will consider this as excessive and the student may be dropped from the class with an "F" grade.

Consequences -

The following actions will be taken when an unexcused absence occurs: 1st unexcused absence-parent notification, Wednesday School or In-school suspension, and loss of Time Release. 2nd unexcused absence-conference with parent, attendance contract developed, Wednesday School or In-School suspension. Counselor/Student Dean/Parent conference. 3rd unexcused absence-student dropped from class with an "F" grade.



...ATTENDANCE POLICY

Vacations

The school feels that family vacations during school time place a hardship on the student, and therefore encourages parents to arrange vacations to coincide with school vacation time. Those family vacations, which cannot be taken at such a time, may be excused, provided notice is given to the school (directly from parent to school official) at least five days in advance and all schoolwork is made up prior to the absence.

GOOD CONDUCT (EXTRA-CURRICULAR) ACTIVITY POLICY

Philosophy

Reference: Board Policies 502.5, 502.5R1, 502.5R2, 502.5R3

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and abilities in the students during their school years and for their lifetime.

Extra-curricular programs are voluntary programs. No student is obligated to take part in school activities. Participation is not required for advancement or graduation. Furthermore, school boards have the authority to adopt "good conduct rules". (Board of Directors of the Independent School District of Waterloo vs Green, 147 N.W. 2d 854, 1967.) The basis of "good conduct rules" may apply to extra curricular activities beyond athletics. (Bunger vs Iowa High School Athletic Association.)

Students who fail to abide by this policy and the administrative regulations supporting it may be subject to disciplinary measures. The principal, or designee, shall keep records of violations of the Good Conduct (Extra-curricular) Activity policy.

It shall be the responsibility of the superintendent, in conjunction with principals, to develop rules and regulations for school activities. Students wanting to participate in school activities must meet the requirements set out by the school district for participation in the activity.

Students involved in activities serve as ambassadors of the school district throughout the calendar year, whether away from school or at school. Students who wish to have the privilege of participating in co-curricular activities must conduct themselves in accordance with Board policy and must refrain from activities, which are illegal, immoral, or unhealthy.

Alcohol, Tobacco, Drugs

(Reference: Board Policy 502.5R) Students who participate in extra-curricular activities involving public performances are prohibited from possessing, using, transporting, controlling, or transmitting tobacco, alcohol, or other drugs at any time (year around) during his/her middle school or high school career. This rule applies to students 365 days per year while in school, out of school (any location), or at school events (either home or away).

Violations

The administration will suspend a student from participation if it is determined that a violation did occur.

Suspensions may also result from legal documentation, from admission by the student, or as a result of an investigation conducted by the administration. Parents will be notified any time the administration becomes aware of a possible violation.

In order for a suspension to be put into effect, it must be clearly determined that the violation did occur. It is clear that an admission from the student is not required prior to disciplining a student. (Schmahl vs. Glenwood Community School District, 2 D.P.I. App Dec. 26, 1979.)

If a student is guilty of an infraction and is not currently involved in an activity, the suspension will become effective utilizing the activities the student was involved in during the previous year.



...GOOD CONDUCT (EXTRA-CURRICULAR) ACTIVITY POLICY

Sanctions for Violations

1st OFFENSE: Suspended from at least 20% of public performances, with carryover to next activity. Counseling required prior to reinstatement (suspended from at least 33% of performances if no progression in counseling). Must continue to practice. In the case of an activity with a consecutive sequence of programming, such as a competition or field trip, the student will be suspended from the event program.

2nd OFFENSE: Suspended from at least 50% of public performances with carryover to next activity. Counseling required prior to reinstatement. Must continue to practice. In the case of an activity with a consecutive sequence of programming, such as a competition or field trip, the student will be suspended from the event program.

3rd OFFENSE: One-year suspension from extra-curricular activities. Counseling required prior to reinstatement for all third offenses.

4th OFFENSE: Permanent suspension from extra-curricular activities. Counseling available for all fourth offenses.

Established school, team, group rules may also apply to violations. If a violation occurs before the suspension for a previous violation has been served, the suspensions shall be added together and served concurrently.

Definitions

Carry-over—In situations when there are not enough performances remaining in a season to complete a suspension, the suspension will be carried over to the next extra-curricular activity in which the student takes part, and has participated in the past.

Counseling—Directed by Linn-Mar Middle School or High School Student Assistance Offices or any non-school agencies that students are referred to or are approved by the Student Assistance Counselor. Any cost for use of non-school agencies are to be borne by the student. Student Assistance counseling will include discussion of decision-making skills, tobacco/alcohol/drug information, peer and family relationships. Parent(s)/legal guardian(s), will be invited to participate. A student may receive confidential assistance at any time during her/his high school career.

Field Trip—An activity sponsored by the school in which the planned program experience is not within the District Corporate boundaries.

Possession/Use/Transportation/Control/Transmission—Tobacco: personal possession, use, transportation, control, or transmission. Alcohol and other drugs: as defined by legal statute and/or court interpretation. Possession, transportation, control, or transmission may be determined by prior knowledge or intent. Team rules may be more specific.

Public Performance Activity—An extra-curricular activity where students are expected to perform in activities which the public may view. In Athletics, a public performance will include those interscholastic contests for which a final score is recorded in a team's won/loss record. In Fine Arts, Clubs/Organizations, and Cheerleading/Poms, public performances will be determined by the official schedule of events for the specific activity. Any activities added or rescheduled to the official schedule of events following the first required meeting will count as public performances. Activities begin with the first required meeting for any participant and end when equipment is checked in, set is struck, or the last required meeting occurs, etc. Athletic seasons are defined by state or local designated starting and ending dates.

Court System

Students admitting or found guilty of , or accused of serious, non-traffic misdemeanors or felonies not defined in these regulations may be subject to suspension from extra-curricular, or co-curricular activities as determined by the building principal or designee. The school district will cooperate with the courts or other recognized public agencies in carrying out consequences in activities.

Appeal Process

(Board Policy 502.5 and 502.5-R1)

A student may contest sanctions as outlined in the "Code of Conduct", "Attendance Policy", or "Good Conduct (Extra-curricular) Activity Policy" to the building principal. The appeal must be submitted in writing and in the principal's possession within 48 hours of the dispensation of the sanction.

CODE OF CONDUCT

Philosophy

It is our belief that an orderly academic climate is necessary for students to maximize classroom achievement and for teachers to be effective instructors. We also believe in striving to teach students to be self-disciplined and the importance of exhibiting appropriate behavior at all times. We believe in progressive discipline as a means of dealing with inappropriate behavior and that the involvement of all staff members and parents is necessary to teach self-discipline.

Applications

The provisions of the Linn-Mar High School Code of Conduct apply to all students while in attendance in school, before or after school, in the school building, on school grounds, at any school event (home or away), on any fieldtrip, and while in any school vehicle. May also apply to police arrests made while students are in route to or leaving school grounds.

Enforcement

The high school principal or designee(s) reserves the right to deviate from the punishments identified herein if deemed appropriate. Every effort will be made to inform parent(s)/guardian(s) of any problems that arise concerning student violations of the Code of Conduct. Efforts will be made to involve parents, teachers, counselors, and other support personnel to find positive resolutions to behavior issues.

Violations

Reference: Board Policy 502.1, 701.2, 701.2R2

The following are considered to be violations of the Linn-Mar High School Code of Conduct and consistent with efforts to provide a safe, orderly, positive, and productive learning environment:

Assault-Attacking or threatening to physically attack any student, teacher, visitor, administrator, or other school personnel. Includes sexual assault. (Board Policy 502.1)

Bullying (see harassment)

Campus Violations-Including but not limited to: leaving w/o permission, transporting students who do not have permission to leave, reckless driving, trespass after hours, parking violations, loitering, and other. 9th and 10th Grade students may not leave the building or campus without permission.

Academic Dishonesty/Cheating/Plagiarism-Including but not limited to: copying answers, using unauthorized copies of tests, using an unauthorized "cheat sheet" when taking a quiz/test, looking at other students' work/answers, or any other method not listed here.

Disruptive behavior-Excessive talking, noisemaking, arguing with other students, arguing with a teacher, or engaging in any activity which disrupts the orderly conduct of classroom procedures.

Disorderly conduct-Disrupting the orderly, disciplined atmosphere and operation of the school or school related activity.

Drugs and alcohol-A student shall not use, possess, sell, distribute, or be under the influence of any alcoholic beverage, illegal drug, controlled substance, or controlled substance look-alike. Coming to school after using drugs or alcohol is a violation of the Code of Conduct.

Extortion-Extortion is defined as obtaining money, property, favors from another student by illegal means, threat, force, or undue power.

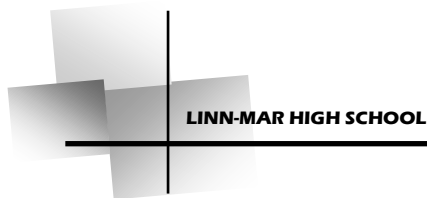
Fighting-Fighting with other students at school, on school grounds, or at any school activity (home or away).

Fire alarms/bomb threats-Students are not to tamper with fire alarms, fire extinguishers, or turn in false alarms or bomb threats.

Causing fire or explosion-Students are prohibited from causing a fire or explosion. Students are also prohibited from placing a burning, combustible, or explosive device in a school building, on school grounds, or near any school property.

Contraband, possession of items of contraband may include, but are not limited to: non-prescription controlled substances such as marijuana, cocaine, amphetamines, barbiturates; apparatus used for the administration of controlled substances, controlled substance look-alike items, alcoholic beverages, tobacco, weapons, explosives, poisons, and stolen property. (reference: Board Policy 502.8) Other contraband items include: lighters, matches, laser pointers and any other item deemed as unsafe or disruptive to the school environment.

Fraud-Forging notes, falsifying identification, fraudulent phone calls, other.



...CODE OF CONDUCT

(continued from page 22)

Harassment-Harassment, in any form, is not tolerated at Linn-Mar High School. *Reference: Board Policies 104, 403.13.*

Hate Crimes-Malicious acts aimed at a person or group of persons, use of intimidation (physical or other), use of offensive symbols or other.

Hazing-(reference Board Policy 104) Initiations, indoctrination, "class wars", and other acts which may embarrass or humiliate a student and that may or may not be against the will of another student.

Insubordination-Insubordination is defined as refusal to obey a school rule, regulation, or request of a teacher, administrator, or other school personnel.

Parking violations-Students are to park in designated areas only.

Profanity-use of profanity is considered inappropriate in a school setting. Students who use profanity are subject to the disciplinary sanctions outlined in this document.

Theft/Robbery-Stealing items from the school, students, or other persons associated with the school is considered a violation of the "Code of Conduct".

Tobacco-Smoking, use, and/or possession of tobacco products of any kind is prohibited.

Trespass-Trespass involves prohibited presence in the building or on campus. This includes daytime or night hours.

Vandalism-Damaging, altering, defacing, or destroying school facilities or property.

Weapons, possession of-Weapons include knives, firearms, clubs, brass knuckles, "stun" guns, other dangerous objects or facsimiles of weapons. (reference : Board Policy 502.8)

Consequences

It is the philosophy of our high school that any disruption of the educational process will not be tolerated. We believe in progressive discipline beginning in the classroom and, if needed, more severe consequences imposed by the administration. The following are actions that may be taken when students violate provisions of the "Code of Conduct":

Extra-curricular privileges-Students may lose privileges related to participation in extra-curricular activities.

Expulsion: (*Reference: Board Policy 502.2, 502.2R*) Removal from the school setting for a specified period of time by the Board of Education.

Hallway restriction-Students placed on the hallway restriction list are not allowed to move to other parts of the building during class time unless accompanied by a staff member.

Parking privileges-Students may have parking privileges revoked by school officials.

Restitution-Students may be required to pay for lost, stolen, or damaged property or other items.

Wednesday School-Students who violate provisions of the "Code of Conduct" or the "Attendance Policy" may be required to attend school on Wednesday afternoon for a designated length of time.

Suspension- students may be suspended from class attendance for a period of time designated by the administration. In-school suspension involves confinement in a designated area within the school. Students suspended out-of-school are prohibited from attending classes or school activities for the duration of the suspension.

Time Release Privileges-Students may have Time-Release privileges revoked by school officials.

Students who fail to comply with the sanctions outlined above are considered insubordinate and subject to further, more severe, disciplinary actions.

Corporal Punishment

(Reference: Board Policy 502.7)

Corporal punishment is prohibited by Board Policy. Reasonable force, however, may be used with or without advance notice when the use of such force is deemed essential by a reasonable person for the purpose of self-defense, protection of school property, or protection of students/adults at school or school-related activities.



...CODE OF CONDUCT

Due Process

When provisions of the Code of Conduct, Co-Curricular Policy or Attendance Policy are violated, students will be given procedural due process as outlined by the Iowa Code and Board Policy 502.1. Students will be given: oral and/or written notice of charges, the opportunity to admit or deny such charges, an explanation of the evidence against the student, and an opportunity to explain the situation. If a suspension is involved, the building principal or designee will outline the conditions and timeline for readmission.

Search and Seizure

(Reference: Board Policy 502.4, 502.4R)

All school property is held in trust by the Board of Directors. School authorities may, without a search warrant, search a student, student lockers, desks, work areas, or student automobiles under the circumstances as outlined in the regulation 502.4R to maintain order and discipline in the school, promote the educational environment, and protect the safety and welfare of students and school personnel. School authorities may seize any illegal, unauthorized or contraband materials discovered in the search.

Appeal Process

A student may contest sanctions as outlined in the "Code of Conduct", "Attendance Policy", or "**Extra**-Curricular Conduct Policy" to the building principal. The appeal must be submitted in writing and in the principal's possession within 48 hours of the dispensation of the sanction.

...POLICY STATEMENTS

Medications

(Reference: Policy 504.31)

Students may be required to take medication during the school day. Medication shall be administered only by the school nurse, or in the nurse's absence, by a person who has successfully completed an administration of medications course reviewed by the Board of Pharmacy Examiners. Students who have demonstrated competence in administering their own medication may self administer their own medication.

Medication will not be administered without written authorization from the parent and the medication must be contained in a bottle which is labeled by the pharmacy or the manufacturer with the name of the child, name of the medication, the time of day in which it is to be given, and duration to be given. A written record of the administration of medication procedure must be kept for each child receiving medication and its dosage; the name, signature and title of the person administering the medication; the time and method of administration; and any unusual circumstances or omissions. Administration of medication records shall be kept confidential and shall be available to school personnel with parental authorization. Only the school nurse, or in the nurse's absence, the person who has successfully completed an administration of medication course reviewed by the Pharmacy Examiners shall have access to the medication. Medication shall be stored in a secured area unless an alternate provision is documented. Students may carry medication only with the approval of the building principal of the student's attendance center.

When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by the licensed health personnel with the student's parent.

Emergency protocols for medication-related reactions shall be posted. The superintendent shall be responsible, in conjunction with the school nurse, to develop rules and regulations governing the administration of medication, prescription and nonprescription, to students. Annually, each student shall be provided with the requirements for administration of medication at school.

Student Abuse

(Reference: Board Policy 403.15)

Linn-Mar employees will not commit acts of physical or sexual abuse, including inappropriate and intentional sexual behavior toward students. Disciplinary actions, up to and including discharge, will be taken against any school employee who commits such acts. Prompt investigative action will be taken in response to allegations of abuse of students by school employees. Any complaint or allegations will be handled with as much confidentiality as possible. When required, all employees will assist in the investigation to provide information and maintain confidentiality of the report and investigation.

The Linn-Mar Community School District shall appoint a level-one investigator and alternate, and shall arrange for or contract with a trained, experienced professional to serve as the level-two investigator. The level-one investigator and alternate shall be provided training in the conducting of an investigation, at the expense of the Linn-Mar Community School District.

This policy shall be carried out in accordance with state law.



...POLICY STATEMENTS

Equity Policy

(Reference: Board Policy 105.1)

The Linn-Mar Community School District shall provide equal education and employment opportunities and will not illegally discriminate on the basis of race, creed, color, religion, sex, age (except students), national origin, marital status, gender identity, sexual orientation, or disability in its educational programs and activities or in its employment and personnel policies and practices.

This district shall provide educational programs and activities which include curricular and instructional resources which reflect the racial and cultural diversity present in the United States and the variety of careers, rules, and life styles open to both men and women in our society. These programs and activities shall foster respect and appreciation for the cultural diversity found in our country, and appreciation for the rights, duties, and responsibilities of each individual as a member of a pluralistic society, and reduce stereotyping and bias on the basis of race, creed, color, religion, gender, age (except students), national origin, marital status, disability, gender identity or sexual orientation.

The district shall take affirmative action in recruitment, appointment, assignment, and advancement of women, men, minorities, and disabled. A fair and supportive environment will be provided for all students and employees regardless of their race, creed, color, religion, gender, age (except students), national origin, marital status, disability, gender identity or sexual orientation.

Employees shall be given notice of this policy annually. It shall also be given to job applicants and disseminated to students, parents, etc. through district publications.

Inquiries regarding compliance with equal educational or employment opportunities and/or affirmative action shall be directed to the Equity Coordinator, Linn-Mar Community School District, 3333 North Tenth Street, Marion, IA , 52302. Inquiries may also be directed, in writing, to the Iowa Civil Rights Commission in Des Moines, Iowa, the Director of Region VII Office of the United States Equal Employment Opportunity Commission, or the Director of the Region VII Office of Civil Rights, United States Department of Education in Kansas City, Missouri.

...POLICY STATEMENTS

Student Fees

(Reference: School Board Policy Number 505.3)

The Board believes students should respect school district property and assist in its preservation for future use by others. Students may be assessed fines, charges, or fees for the materials needed in a course, for overdue school materials, for participating in activities, or for misuse of school property

The superintendent shall inform the Board of the dollar amount to be charged to students or others for fines, charges, or fees annually. Parents, guardians or legal or actual custodians of students meeting specific financial eligibility standards will be eligible for a waiver of student fees based upon the request of the parent or guardian.

Students whose legal custodians meet the income guidelines for free and reduced priced lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived or partially waived. Students whose legal custodians are experiencing a temporary financial difficulty may be eligible for a temporary waiver of student fees. Legal custodians or students who believe they may qualify for temporary financial hardship should contact the principal or secretary at registration time each fall for a waiver form. This waiver does not carry over from year to year and must be completed annually. These forms are available at all times in the Main Office of the high school, on the district website, and are mailed to all families in the district in the Back To School publication.

Internet Use

(Reference: 603.12, 603.12 E1, E2)

The Internet will be used as an educational tool in the classroom. Students will understand and will abide by the Internet Use Agreement. Students will use the Internet in accordance with the terms and conditions cited and understand they may be subject to discipline for use of the Internet system contrary to those terms.

If the user is under the age of 18, a parent or guardian must authorize their student's independent use of the Internet by signing the Information/Emergency Card kept on file in each attendance center. This card is sent to families with registration material on an annual basis. Independent use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges.

To ensure smooth operation of the Internet, users must follow established guidelines regarding usage. Signing the Information/Emergency Card indicates a student has read and agrees to abide by its terms and condition.

Acceptable Use – The use of Internet must be in support of education and research consistent with the educational objectives of the Linn-Mar Community School District and the terms of this document. Use of networks or computing resources of any other organizations must comply with the rules and regulations relating to those networks.

Unacceptable Use– Transmission of any material in violation of any federal, state, or local law or regulation is prohibited. This includes, but is not limited to, transmission of copyrighted materials, references, student handbooks, or material protected by trade secret. Use for these activities is not acceptable: harassment, product advertisement, political lobbying, game playing, unauthorized "chat", computer "hacking", knowingly spreading computer viruses, chain letter communication, or any other use for private benefit. Other examples of unacceptable information are pornography, information on explosives, offensive language and communications, and flame letters. If users inadvertently discover these items, they shall immediately exit or request staff assistance. It is unacceptable to subscribe to user groups unless authorized by staff. It is unacceptable to read the e-mail of others.

...POLICY STATEMENTS

Search and Seizure

(Reference: School Board Policy Number 502.4, 502.4R)

In order to protect the health and safety of students, employees and visitors to the school district and for the protection of the school district facilities, students and their belongings, school owned lockers and desks may be searched or inspected. A search of a student will be justified when there are reasonable suspicions that the search will turn up evidence that the student has violated or is violating the law or school district policy, rules, or regulations affecting school order. Reasonable suspicion may be formed by considering factors such as the following:

1. eyewitness observations by employees
2. information received from reliable sources
3. suspicious behavior by the student or
4. the student's past history and school record although this factor alone is not sufficient to provide the basis for reasonable suspicion.

A search will be permissible in its scope or intrusiveness when the measures adopted are reasonably related to the objectives of the search. Reasonableness of scope or intrusiveness may be determined based on the factors such as the following: the age of the student, the sex of the student, the nature of the infraction, and the emergency requiring the search without delay.

A student's body and/or personal affects (e.g. purse, backpack, etc.) may be searched when a school official has reasonable suspicion to believe the student is in possession of illegal or contraband items or has violated school district policies, rules, regulations or law affecting school order.

Student Records

(Reference: School Board Policy Number 505.6, 505.62)

Student records containing personally identifiable information, except for directory information, are confidential. For a complete copy of the school district's policy on student records or the procedure for filing a complaint, contact the board secretary in the Educational Services Center.

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading or in violation of the student's privacy rights. Parents should write the school principal and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

...POLICY STATEMENTS

4. The right to inform the school district that the parent does not want directory information, as defined below, to be released. The objection needs to be renewed annually. Directory information includes the following:

NAME, ADDRESS, TELEPHONE LISTING, DATE AND PLACE OF BIRTH, MAJOR FIELD OF STUDY, PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS, WEIGHT AND HEIGHT OF MEMBERS OF ATHLETIC TEAMS, DATES OF ATTENDANCE, DEGREES AND AWARDS RECEIVED, THE MOST RECENT PREVIOUS SCHOOL OR INSTITUTION ATTENDED BY THE STUDENT, PHOTOGRAPH AND LIKENESS AND OTHER SIMILAR INFORMATION.

Dangerous Weapons

(Reference: School Board Policy 502.8, 502.8R)

The Linn-Mar Community School District believes weapons and other dangerous objects in school district facilities cause material and substantial disruption to the school environment, or present a threat to the health and safety of students, employees, and visitors on the school district premises or property within the jurisdiction of the school district.

School District facilities are not an appropriate place for weapons or dangerous objects. Weapons and other dangerous objects shall be taken from students and others who bring them onto the school property or onto property within the jurisdiction of the school district or from students who are within the control of the school district.

Parents of students found to possess a weapon or dangerous objects on school property shall be notified of the incident. Confiscation of weapons or dangerous objects shall be reported to law enforcement officials, and the student will be subject to disciplinary action including suspension or expulsion.

Students bringing a firearm to school shall be expelled for not less than twelve months. The Superintendent shall have the authority to recommend this expulsion requirement be modified for a student on a case-by-case basis. For purposes of this portion of this policy, the term "firearm" includes any weapon which is designed to expel a projectile by the action of the explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or any explosive, incendiary or poison gas.

Weapons under the control of law enforcement officials shall be exempt from this policy. The principal may allow authorized persons to display weapons or other dangerous objects for educational purposes. Such a display shall also be exempt from this policy. It shall be the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

Nondiscrimination

(Policy 105.1)

The Linn-mar Community School District does not discriminate on the basis of race, color, age, religion, national origin, sex, marital status, sexual orientation, gender identity or disability in admission or access to, or treatment in, its programs and activities. No employee or applicant shall be discriminated against on the basis of race, color, age, religion, national origin, sex, marital status, sexual orientation, gender identity or disability.

Inquiries and grievances should be filed with: Linn-Mar Equity Coordinators
Executive Director of Human Resources Karla Christian or Associate Superintendent
Shannon Bisgard at 2999 North Tenth Street, Marion, Iowa 52302, or 319-447-
3036/319-447-3028 who have been designated by the school district to coordinate the
school district's efforts to comply with the regulations implementing Title VI, Title
VII, Title IX, the ADA, 504, and *Iowa Code* 280.3 (2007).

Linn-Mar Summer Programs

Summer 2015

PROWL and Reading Rodeo

- Bowman Woods Elementary
- Prowl: open to all students for 6 weeks: Tuesdays for 1 hour 15 minutes
 - 111 student registered; 75-90 attended each week
 - Throughout the 6 weeks, 17 staff members assisted at different times
- Reading Rodeo: 4 days in August for only those students well below in reading

Echo Hill Readers

- Approximately 100 students invited
- 4 weeks: Tuesdays and Thursdays for 1 ½ hours
- 30 students participated
- 3 staff members


Building Into Reading

- Indian Creek Elementary
- 8 weeks: Tuesdays and Thursdays for 1 hour
- 35 students invited; 25 students attended
- 7 staff members

ROAR

(Readers on a Roll)

- Linn Grove Elementary
- 4 weeks: Tuesdays and Thursdays for 1 ½ hours
- Open to any Linn Grove Student
- Average session attendance: 92
- 26 different adult helpers and 11 MS/HS helpers (session average 11 adults and 6 student helpers)



READ

(Readers Experience Adventures Daily)

- Novak Elementary
- 3 weeks: Mondays and Wednesdays for 1 ½ hours
- Approximately 95 invited, 44 signed up, 29 attended two or more sessions
- 5 adults, four MS/HS student volunteers

Reading Rocks

- Westfield Elementary
- One week: Monday through Friday for 3 hours
- Open to all students for library check out
- Approximately 48 students invited for tutoring
- 4 staff members

Camp Learn A Lot

- Wilkins Elementary
- 7 weeks; Wednesdays for 2 hours

Extended School Year

- Novak Elementary
- Special Education Students Only
- Specific eligibility criteria
- 63 students eligible, 62 attended
- 5 weeks: Monday – Thursday for 2 ½ hours
- 13 teachers, 1 coordinator, 1 secretary, 28 associates, 12 student volunteers

Program	Building	Length	Invited	Attended	Personnel
PROWL	Bowman Woods*	7.5 hours	111	90	17
Echo Hill Readers	Echo Hill*	12 hours	100	30	3
Building Into Reading	Indian Creek	16 hours	35	25	7
ROAR	Linn Grove*	12 hours	All	92	37
READ	Novak*	9 hours	95	29	9
Reading Rocks	Westfield	15 hours	48		4
Camp Learn A Lot	Wilkins*	14 hours			
Extended School Year	Novak*	50 hours	63	62	55

*=LM Transportation

AIA® Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: 001	OWNER: <input type="checkbox"/>
Linn Mar - Excelsior Middle School	DATE: July 30, 2015	ARCHITECT: <input type="checkbox"/>
Track Renovation		CONTRACTOR: <input type="checkbox"/>
3555 North 10 th Street		FIELD: <input type="checkbox"/>
Marion, IA 52302		OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 14-028	
LL Pelling Co. Inc.	CONTRACT DATE: May 18, 2015	
1425 N. Penn Street	CONTRACT FOR: General Construction	
North Liberty, IA 52317		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Change Order Request 1 - Increase in Contract Amount - \$13,460.00

Item 1A - Add 13 Drain tile inlets with discharge pipe and 6" outlet tile. Added Drains to be connected to continuous perimeter tile at track perimeter.

Item 1B - Topo Survey of track (LL Pelling) to determine elevations and Track Layout to determine Radius point of track. (Fisher Tracks)

Change Order Request 2 - Increase In Contract Amount - \$5,215.13

Item 1 - Import soil from Owners stockpile to raise level of track to drain to inside of track. \$5,215.13

The original Contract Sum was	\$	334,620.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	334,620.00
The Contract Sum will be increased by this Change Order in the amount of	\$	18,675.13
The new Contract Sum including this Change Order will be	\$	353,295.13

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 28, 2015

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.


NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Novak Design Group, PLC

ARCHITECT (Firm name)

3801 River Ridge Drive NE
Cedar Rapids, IA 52402

ADDRESS



Gary M Landhauser AIA

(Typed name)

8.3.15

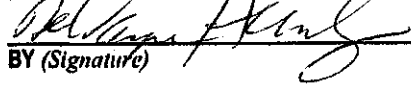
DATE

LL Pelling Co. Inc.

CONTRACTOR (Firm name)

1425 N Penn Street
North Liberty, IA 52317

ADDRESS



DeWayne Heintz - Project Manager

(Typed name)

8-03-2015

DATE

Linn Mar Community School District

OWNER (Firm name)

2990 10th Street
Marion, IA 52302

ADDRESS



Tim Isenberg - Board President

(Typed name)

DATE

REQUEST FOR CHANGE ORDER



L.L. Pelling Company, Inc.

P.O. Box 230

North Liberty, IA 52317-0230

Contact: DeWayne Heintz

Phone: 319-626-4600

Fax: 319-626-4605

Quote To:

Mr. Gary Landhauser
Novak Design

Job Name:

Linn Mar Excelsior Track Improvements

Date of Bid:

06/22/2015

Date of Plans:

Revision Date:

Addenda:

Phone:

Fax:

email

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Determine Radius points of Track (Fisher)	1.00	LS	1,500.00	1,500.00
2	Topo survey of track to determine elevations (LLP)	1.00	LS	420.00	420.00
3	Draintile Intakes with discharge Pipe(Rathje)	13.00	EA	720.00	9,360.00
4	Connect to Existing Storm Intake (Rathje)	1.00	EA	600.00	600.00
5	6" Outlet Tile (Rathje)	60.00	LF	14.00	840.00
6	Overhead and Mark up	1.00	LS	740.00	740.00
GRAND TOTAL					\$13,460.00

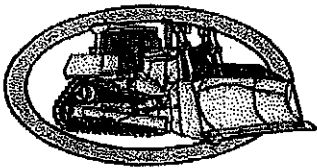
NOTES:

Topo performed by L.L. Pelling.

Track lay-out by Fisher Tracks

All drainage work by Rathje Const.(quote attached)


DeWayne Heintz
Estimator
L.L. Pelling Company



RATHJE CONSTRUCTION CO.

305 44th Street • P.O. Box 408 • Marion, IA 52302 • Office (319)377-3178 • Fax (319)377-3827

Attn: De Wayne
LL Pelling

Project : Excelsior Track
From : Terry Mathiesen 360.4373
Date : 6.02.15

Change Order Request # 1

Added 13 each draitile inlets and added a 6" outlet tile with tie in to the existing storm intake at the north side.

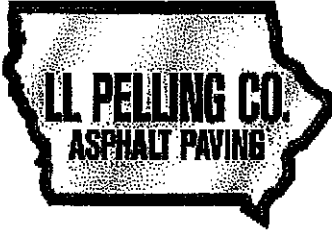
Item	Description	QTY	Unit	Price	Extended
1	Draitile intakes with discharge pipe	13	EA	\$ 720.00	\$ 9,360.00
2	Connect to existing storm Intake	1	EA	\$ 600.00	\$ 600.00
3	6" outlet tile	60	LF	\$ 14.00	\$ 840.00
Total :					\$ 10,800.00

6.02.15

TERRY MATHIESEN 319.360.4373

Date

CHANGE ORDER 2



L.L. Pelling Company, Inc.

P.O. Box 230

North Liberty, IA 52317-0230

Contact: DeWayne Heintz

Phone: 319-626-4600

Fax: 319-626-4605

Quote To:

Mr. Gary Landhauser
Novak Design

Job Name:

Linn Mar Excelsior Track Improvements

Date of Bid:

07/31/2015

Date of Plans:

Revision Date:

Addenda:

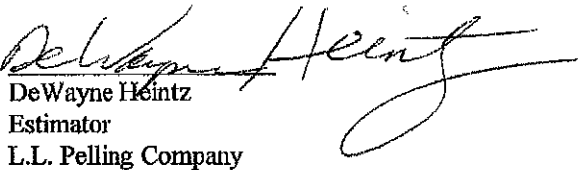
Phone:

Fax:

email

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Credit for reduced core out	-194.00	CY	13.40	-2,599.60
2	Import fill	610.00	CY	12.40	7,564.00
3	Overhead	1.00	LS	250.73	250.73
GRAND TOTAL					\$5,215.13

NOTES:


DeWayne Heintz
Estimator
L.L. Pelling Company


AIA® Document G802™ – 2007
Amendment to the Professional Services Agreement

Amendment Number: 002

TO: J.T. Anderson, Business Manager
(Owner or Owner's Representative)

In accordance with the Agreement dated: February 18, 2014

BETWEEN the Owner:
(Name and address)
 Linn-Mar Community School District
 2999 N. Tenth Street
 Marion, Iowa 52302

and the Architect:
(Name and address)
 DLR Group, inc., (an Iowa corporation)
 1430 Locust Street, Suite 200
 Des Moines, IA 50309
 515-276-8097

for the Project:
(Name and address)
 Linn-Mar High School Addiiton and Renovation
 DLR Group Project No. 11-13105-10 / 11-13105-20

Authorization is requested

- ☒ to proceed with Additional Services.
☒ to incur additional Reimbursable Expenses.

As follows:

Linn-Mar High School – Fixtures, Furnishings & Equipment (FFE) Contract
 DLR Group Project Number: 11-13105-21

Section 1.1.1: Add the following:

Provide Architecture and Interior Design Services for the design of Fixtures, Furnishings and Equipment items at the Linn-Mar High School at 3111 N. Tenth Street, Marion, Iowa as described in the proposal attachment to this Amendment. Items include Furniture, Fixtures, Moveble Equipment, Window Treatments and Signage.

Section 1.1.3. Add the following:

The Estimated Construction Value for the project will be determined in conjunction with District funding.

The following adjustments shall be made to compensation and time.

(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:

Compensation shall be a stipulated lump sum fee amount. The stipulated lump sum fee amount shall be: \$73,000.
 Reimbursable Expenses as described in the proposal shall be in addition to the lump sum amount.

Time:

Design Services shall be performed in conjunction with the sequence of General Construction activities performed by Larson Construction. Procurement will most likely occur through several similarly grouped bid packages to coincide with the sequencing of construction.

SUBMITTED BY:



(Signature)

Eric M. Beron, AIA, LEED AP

Principal

DLR Group, inc. (an Iowa corporation)

(Printed name and title)

7.31.15

(Date)

AGREED TO:

(Signature)

(Printed name and title)

(Date)



DLR Group

Architecture Engineering Planning Interiors

LINN-MAR HIGH SCHOOL FIXTURES, FURNISHINGS, EQUIPMENT SERVICES PROPOSAL

Linn-Mar Community School District

July 20, 2015

Chad Schumacher, Project Manager
J.T. Anderson, Chief Financial Officer
Linn-Mar Community School District
2999 N. 10th Street
Marion, IA 52302

Dear Chad and J.T.:

On behalf of DLR Group, thank you for the opportunity to continue our partnership with the Linn-Mar Community School District. We are pleased to submit a proposal to provide Professional Design Services for the Furniture, Fixture, Moveable Equipment, Window Treatments and Signage portion of the Linn-Mar High School Renovation project. on the next chapter of facilities improvements.

PROJECT UNDERSTANDING

We understand the District would like to furnish the new / renovated portions of the high school facility with flexible, movable furnishings which compliment the learning environment, as well as the interior design of the facility.

Items included in the design will include: Office Furnishings, Commons/Cafeteria Area furnishings, Classroom Furnishings, Special Curriculum Area Furnishings, Window Treatments and Signage.

SCOPE OF SERVICES

Our team is prepared to provide the necessary services to assist Linn-Mar Community School District in furnishing the high school with the moveable furnishings and equipment, along with signage through the following design phases:

1. Schematic Design Phase:
 - Conduct Owner Meetings to determine preliminary requirements for seating, tables, office furnishings, lounge furnishings, classroom furnishings, window treatments, signage and other furnishings/equipment that may be needed. Furniture type and quantities will be determined at this time.
 - Prepare preliminary FF&E budget, outlining required quantities, individual costs, and total costs. Review with Owner, revise as required to meet approval
 - Prepare preliminary FF&E plans, review with selected department/users.
 - Prepare preliminary FF&E schedule, coordinating lead times with move-in dates.
2. Design Development Phase
 - Conduct Department meetings to clarify specific needs and requirements.
 - Prepare up to two (2) iterations of FF&E plans, review with Owner Committee.
 - Provide up to three (3) iterations of FF&E selections along with finishes and materials, review with Owner Committee.
 - Two (2) Signage and Way Finding meeting with Owner to discuss finishes and finalize locations.
 - Prepare FF&E schedule, coordinating with building completion.
 - Conduct Final Owner meeting to review final selections

3. Contract Documents Phase:

- Prepare the appropriate drawings / specifications describing the information gathered from the District regarding FF&E selections.
- Prepare final FF&E Book for Linn-Mar CSD.

4. Bidding Phase Services:

- Issue Contract Documents for bidding
- Receive and respond to questions from prospective bidders
- Prepare Addendum clarifications as required
- Prepare bid tabulation summaries for bids received
- Review any alternates with finish selection and type of product
- Prepare Construction/Installation Contracts on behalf of Owner/Vendor

5. Construction Administration Phase Services:

- Review and respond to installation questions
- (1) On-site evaluation during the installation process
- (1) On-site evaluation to determine whether the Work is substantially complete in accordance with the Contract Documents.
- (1) On-site evaluation to determine final completion

PROCUREMENT

DLR Group proposes to assist the District in procuring products by preparing quotation/bidding documents to meet District requirements, as well as utilizing State of Iowa and/or National Buying Contract Programs to simplify the procurement process.

BUDGET SUMMARY

DLR Group will work with the Linn-Mar Community School District to determine budget amounts and scope of furnishings.

COMPENSATION

We propose compensation for Furniture, Fixture, Moveable Equipment, Window Treatments and Signage to be a Stipulated Lump Sum Fee amount of \$73,000.

This arrangement is beneficial to the District and consistent with our emphasis for total cost management of project related costs throughout the term of each project.

CONTRACT FORM

DLR Group will use of a standard American Institute of Architects (AIA) Amendment to the Professional Services Agreement using the AIA Document G802-2007 for the designated services.

REIMBURSABLE EXPENSES

DLR Group may incur Reimbursable Expenses that are in addition to compensation for Basic and Additional Services which incurred by the Architect and the Architect's Consultants are directly related to the project as follows:

1. Fees paid for securing approval of authorities having jurisdiction over the Project;
2. Printing, reproductions, plots, standard form documents;
3. Postage, handling and delivery
4. Photo-realistic renderings

ADDITIONAL SERVICES

The following Additional Services may be requested and are not included in the Basic Service amounts listed above:

1. *Network / Computer Equip*
2. *Telephone Systems*
3. *Projection Screens, outside of Lecture Hall*
4. *Appliances (FCS Appliances included in Construction Contract Base Bid)*
5. *Custodial Equipment*
6. *Athletic Equipment*
7. *Classroom Audio/Visual Equipment*
8. *Musical Equipment*
9. *Art Equipment & Kilns*
10. *Vending Machines*
11. *Scoreboards/Video Board*
12. *Security System*
13. *Fitness / Weight Room Equipment (Specialty Flooring and Padding included in Construction Contract Base Bid)*
14. *Laundry Equipment*
15. *Office Equipment (e.g. copiers, shredders, etc.)*

Additional Service compensation amounts be will Stipulated Lump Sum amounts, determined on the basis of the required design tasks and school district service needs.

Thank you again for the opportunity to serve the Linn-Mar Community School District. If you have any questions, please do not hesitate to contact us.

Respectfully Submitted,
DLR Group, inc, (an Iowa corporation)



Eric M. Beron, AIA, LEED AP
Architect | Principal
eberon@dlrgroup.com



Brandea R. Morton, NCIDQ, IIDA
Interior Designer | Associate
bmorton@dlrgroup.com

listen.DESIGN.deliver



DLR Group

Architecture Engineering Planning Interiors



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

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.

Tim Isenberg, Board President

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
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 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 7th and 9th 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 th	Marion Independent	Good Cause
Orr, Kyli	10 th	Mt Vernon	Good Cause
Orr, Marcus	8 th	Mt Vernon	Good Cause
Rouse, Chloe	2 nd	Marion Independent	Good Cause

Denied In

Name	Grade	Resident District	Reason
Jones, Ayianna	1 st	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 st Grade Teacher	August 18, 2015	Same
Fillner, Scott	BW 4 th 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 th 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 th 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 th 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 services with Alburnett Community School District for a 5th grade student.
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 22nd 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 14th in the LRC Board Room beginning at noon.

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

Tim Isenberg, Board President

Angie Morrison, Board Secretary

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

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
Fund: Aquatic Center		
BMO MASTERCARD	GENERAL SUPPLIES	\$1,733.35
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$1,424.94
SPLASH MULTISPORT	GENERAL SUPPLIES	\$1,236.54
Fund Total:		\$4,394.83
Fund: GENERAL		
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
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$1,590.00
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$706.49
ALBURNETT COMMUNITY SCHOOLS	TUITION IN STATE	\$22,750.87
ALLIANT ENERGY	ELECTRICITY	\$58,271.68
ANAMOSA COMMUNITY SCHOOLS	TUITION IN STATE	\$1,711.59
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	CHEMICALS	\$67.52
BMO MASTERCARD	COMP/TECH HARDWARE	\$88.43
BMO MASTERCARD	COMPUTER SOFTWARE	\$19.99
BMO MASTERCARD	DUES AND FEES	\$1,709.00
BMO MASTERCARD	EQUIPMENT >\$1999	\$1,507.50
BMO MASTERCARD	GENERAL SUPPLIES	\$457.86
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$4,002.35
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$1,896.02
BMO MASTERCARD	MISC REVENUE	(\$1,173.60)
BMO MASTERCARD	PROF SERV: EDUCATION	\$349.00
BMO MASTERCARD	RENTALS EQUIPMENT	\$150.00
BMO MASTERCARD	REPAIR PARTS	\$8.11
BMO MASTERCARD	STAFF WORKSH/CONF	\$8,163.33
BMO MASTERCARD	TEXTBOOKS	\$6.18
BMO MASTERCARD	TRAVEL	\$18,132.72
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

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
CARROLL DISTRIBUTING	REPAIR PARTS	\$455.94
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$5,077.29
CEDAR RAPIDS COMM SCH DIST	TUITION IN STATE	\$213,293.21
CEDAR RAPIDS COMM SCH DIST	TUITION OPEN ENROLL	\$930.35
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$919.86
CENTER POINT-URBANA HIGH SCHOOL	TUITION IN STATE	\$4,962.20
CENTURYLINK	TELEPHONE	\$2,205.78
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
CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT	TUITION IN STATE	\$4,988.78
COLLEGE COMMUNITY SCHOOLS	TUITION IN STATE	\$51,096.28
COMMUNICATIONS ENGINEERING CO	RADIOS	\$116.00
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
DUBUQUE COMMUNITY SCHOOLS	TUITION IN STATE	\$23,522.65
EMSLRC	INSTRUCTIONAL SUPPLIES	\$80.00
ENTERPRISE	RENTALS EQUIPMENT	\$4,848.72
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$80.06
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
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$324.00
HARGERS ACCOUSTICS INC	MAINTENANCE SUPPLIES	\$454.00
HUK RUBBER STAMP CO.	INSTRUCTIONAL SUPPLIES	\$23.00
HY-VEE FOOD STORE-8556	GENERAL SUPPLIES	\$61.47
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$32.85
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$106,427.10
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

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
IOWA MS, INC PARTS	SERVICE AGREEMENTS	\$176.47
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$4,089.14
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
LAKEMARY CENTER INC	TUITION IN STATE	\$3,020.92
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$3,945.25
LASER RESOURCES, LLC	IN-DIRECT COSTS	\$78.11
LASER RESOURCES, LLC	INSTRUCTIONAL SUPPLIES	\$2,239.27
LASER RESOURCES, LLC	SERVICE AGREEMENTS	\$1.24
LETTER PERFECT	GENERAL SUPPLIES	\$224.06
LINN CO-OP OIL	GASOLINE	\$26,889.78
LINN COUNTY REC	ELECTRICITY	\$27,969.45
MARION INDEPENDENT SCHOOLS	TUITION IN STATE	\$257,163.31
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	\$460.01
MARION WATER DEPT	WATER/SEWER	\$4,647.90
MASON CITY COMMUNITY SCHOOL DISTRICT	PROF SERV: EDUCATION	\$1,282.80
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	\$1,088.00
MERCYCARE COMMUNITY PHYSICIANS	PHYSICALS	\$491.00
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$357.50
MID AMERICAN ENERGY	NATURAL GAS	\$9,903.03
MIDWAY OUTDOOR EQUIPMENT INC	EQUIPMENT REPAIR	\$326.78
MIDWAY OUTDOOR EQUIPMENT INC	GROUPS UPKEEP	\$114.75
MIDWEST COMPUTER PRODUCTS	EQUIPMENT >\$1999	\$5,586.16
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
PITTSBURGH PAINTS	MAINTENANCE SUPPLIES	\$62.64
PLUMB SUPPLY CO.	REPAIR PARTS	\$154.28
PLUMBERS SUPPLY COMPANY	REPAIR PARTS	\$1,010.87

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
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	GROUND'S UPKEEP	\$218.77
REPUBLIC SERVICES OF IOWA	INSTRUCTIONAL SUPPLIES	\$38.00
ROCHESTER ARMORED CAR CO INC	OTHER PROFESSIONAL	\$199.68
RSP & ASSOCIATES, LLC	OTHER PROFESSIONAL	\$10,000.00
SADLER POWER TRAIN	TRANSP. PARTS	\$681.04
SCHIMBERG	MAINTENANCE SUPPLIES	\$215.48
SCHOOL BUS SALES	TRANSP. PARTS	\$3,395.56
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	\$1,450.17
SPRINGVILLE COMMUNITY SCHOOLS	TUITION IN STATE	\$9,404.36
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
THOMAS BUS	TRANSP. PARTS	\$417.80
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$2,417.31
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$8,005.57
TYLER TECHNOLOGIES INC	OTHER PROFESSIONAL	\$228.09
U OF COLLEGE OF ENGINEERING	INSTRUCTIONAL SUPPLIES	\$50.00
U.S. GAMES	INSTRUCTIONAL SUPPLIES	\$210.58
VAN METER CO	MAINTENANCE SUPPLIES	\$83.80
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'S UPKEEP	\$588.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$2,497.69
WOODWARD GRANGER COMM SCHOOL DIS	TUITION IN STATE	\$75.30
WRIGHT-WAY TRAILERS	REPAIR PARTS	\$66.23
Fund Total:		\$1,035,364.63
Fund: LOCAL OPT SALES TAX		
NETWORK COMPUTER SOLUTIONS E.IA	COMP/TECH HARDWARE	\$3,902.00
WOLIN ELECTRIC, L.C.	CONSTRUCTION SERV	\$9,065.00
Fund Total:		\$12,967.00
Fund: NUTRITION SERVICES		
BMO MASTERCARD	TRAVEL	\$1,668.81
DENNIS COMPANY	EQUIPMENT REPAIR	\$2,403.62
PELTON, KHRISTY	DEFERRED REVENUE	\$20.15
Fund Total:		\$4,092.58

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
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	\$217.43
BRECKE	CONSTRUCTION SERV	\$56,546.49
CAPITAL SANITARY	CONSTRUCTION SERV	\$5,980.00
DLR GROUP INC	ARCHITECT	\$450.00
DRYSPACE INC	CONSTRUCTION SERV	\$7,810.45
DRYSPACE INC	OTHER PURCH PROP SER	\$2,821.34
IN TOUCH RECEIPTING	COMPUTER SOFTWARE	\$4,450.00
INNOVATIVE REACH	EQUIPMENT >\$1999	\$1,700.00
INTEGRITY HARDWOOD FLOORS INC	CONSTRUCTION SERV	\$14,240.00
NOVAK DESIGN GROUP	ARCHITECT	\$318.93
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:		\$174,996.99
Fund: Pool 10 Million Issue and 2013 10M Issue		
BMO MASTERCARD	CONSTRUCTION SERV	\$1,120.79
CITY OF MARION	CONSTRUCTION SERV	\$27,871.20
DLR GROUP INC	ARCHITECT	\$22,204.19
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	\$1,050.00
TERRACON CONSULTANTS INC	ARCHITECT	\$6,599.50
TRI STATE TOWER, INC	CONSTRUCTION SERV	\$85,832.50
WEBER COMMUNICATIONS INC	OTHER PROFESSIONAL	\$700.00
Fund Total:		\$1,221,932.75
Fund: PUB ED & REC LEVY		
NOVAK DESIGN GROUP	ARCHITECT	\$102.00
Fund Total:		\$102.00
Fund: STUDENT ACTIVITY		
A & M PRODUCTS COMPANY	INSTRUCTIONAL SUPPLIES	\$14.00
AKERS KYLE	OFFICIAL/JUDGE	\$95.00
BARTA BOB	OFFICIAL/JUDGE	\$190.00
BEGEY, MARK	OFFICIAL/JUDGE	\$249.80
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$3,554.78
BMO MASTERCARD	TRAVEL	\$2,140.54

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
BOLDEN MAURICE	OFFICIAL/JUDGE	\$95.00
BOOSTER CLUB	DUES AND FEES	\$1,680.00
BROOME PETER	OFFICIAL/JUDGE	\$139.50
CEDAR RAPIDS KERNELS	INSTRUCTIONAL SUPPLIES	\$368.00
CEDAR RAPIDS WASHINGTON HIGH SCHOOL	DUES AND FEES	\$60.00
CHRISTENSEN DELBERT	OFFICIAL/JUDGE	\$190.00
COPYWORKS	INSTRUCTIONAL SUPPLIES	\$27.60
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$2,941.32
CROWN TROPHY	INSTRUCTIONAL SUPPLIES	\$652.70
DECKER SPORTING GOODS	INSTRUCTIONAL SUPPLIES	\$4,683.00
DEKE SONNY	OFFICIAL/JUDGE	\$265.00
FEDEX	INSTRUCTIONAL SUPPLIES	\$8.73
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$1,525.10
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$585.95
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$20.00
HOYT BOB	OFFICIAL/JUDGE	\$200.00
IOWA FBLA-9400	TRAVEL	\$6,387.26
IOWA FFA ASSOCIATION	DUES AND FEES	\$72.50
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	INSTRUCTIONAL SUPPLIES	\$104.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	INSTRUCTIONAL SUPPLIES	\$100.75
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
LEVEL 10	INSTRUCTIONAL SUPPLIES	\$684.00
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
NATIONAL FFA ORGANIZATION	INSTRUCTIONAL SUPPLIES	\$158.00
PARK KIRK	OFFICIAL/JUDGE	\$113.40
PHILLIPS BRIGHAM	OFFICIAL/JUDGE	\$226.80
PIZZA RANCH	INSTRUCTIONAL SUPPLIES	\$253.00
PORTO'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

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 06/30/2015 - 08/06/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
ST. JOHN, JOHN	OFFICIAL/JUDGE	\$113.40
STOLTZ ALAN	OFFICIAL/JUDGE	\$259.00
SUBWAY	INSTRUCTIONAL SUPPLIES	\$453.60
TOPPING THOMAS	OFFICIAL/JUDGE	\$113.40
VARSITY SPIRIT	INSTRUCTIONAL SUPPLIES	\$10,091.14
VERBICK LARRY	OFFICIAL/JUDGE	\$190.00
WALMART	INSTRUCTIONAL SUPPLIES	\$59.55
WEGMANN GERRY	OFFICIAL/JUDGE	\$170.00
WILDWOOD LODGE	TRAVEL	\$2,167.20

Fund Total: \$52,038.36

Grand Total: \$2,505,889.14

End of Report

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Date Range: 07/10/2015 - 08/06/2015

Fiscal Year: 2015-2016

Vendor Name	Description	Check Total
Fund: Aquatic Center		
CEDAR RAPIDS AQUATICS ASSOCIATION	GENERAL SUPPLIES	\$1,952.50
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$16,723.64
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$289.78
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$1,239.23
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$289.78
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$1,239.23
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$1,105.55
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$282.07
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$423.32
ISI SWIMMING INC	GENERAL SUPPLIES	\$126.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$4.64
RUFFLES, BRIAN	TRAVEL	\$93.60
SPLASH MULTISPORT	GENERAL SUPPLIES	\$747.50
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$297.01
Fund Total:		\$24,813.85
Fund: GENERAL		
ACE HARDWARE-1062A	MAINTENANCE SUPPLIES	\$57.93
ADVANTAGE	GENERAL SUPPLIES	\$129.70
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$313.26
AIRGAS NORTH CENTRAL	SERVICE AGREEMENTS	\$410.52
ALLIANT ENERGY	ELECTRICITY	\$73,891.15
AMERICAN SPECIALTIES	GENERAL SUPPLIES	\$30.90
AMERICAN SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$932.40
ANCHOR FRAME & AXLE	VEHICLE REPAIR	\$906.85
APPLE COMPUTER INC	GENERAL SUPPLIES	\$5,685.00
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$758.00
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$1,226.11
ASCD	DUES AND FEES	\$416.10
ASCD	GENERAL SUPPLIES	\$89.00
AUS WATERLOO MC LOCKBOX	GENERAL SUPPLIES	\$1,368.33
AUTO-JET MUFFLER	TRANSP. PARTS	\$1,627.10
BALBOA CAPITAL CORPORATION	INSTRUCTIONAL SUPPLIES	\$218.70
BARNES & NOBLE	INSTRUCTIONAL SUPPLIES	\$52.70
BARRY DEBRA	TRAVEL	\$423.54
BAUER BUILT	TIRES AND TUBES	\$5,201.90
BMO MASTERCARD	GENERAL SUPPLIES	\$144.94
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$831.02
BMO MASTERCARD	TRAVEL	\$1,110.18
BOARD OF EDUCATIONAL EXAMINERS	DUES AND FEES	\$86.00
BRECKE	OTHER PROFESSIONAL	\$1,450.00
BRENES, DAYSI	TRAVEL	\$91.42
C.J. COOPER & ASSOCIATES	PHYSICALS	\$145.00
CALCARA MARILYN	TRAVEL	\$10.69
CAMPBELL SUPPLY	MAINTENANCE SUPPLIES	\$174.77

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Vendor Name	Description	Check Total
CAPITAL SANITARY	INSTRUCTIONAL SUPPLIES	\$367.47
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$6,846.98
CARROLL DISTRIBUTING	REPAIR PARTS	\$75.66
CARSON-DELLOSA PUBLISHING	INSTRUCTIONAL SUPPLIES	\$99.53
CENTURYLINK	TELEPHONE	\$3,003.55
CESA #11	INSTRUCTIONAL SUPPLIES	\$165.00
CLAY ELIZABETH	TRAVEL	\$355.68
COLLECTION	EE LIAB-GARNISHMENTS	\$1,821.79
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$25.00
COMMUSA	REPAIR/MAINT SERVICE	\$721.00
COOKSLEY DAWN	TRAVEL	\$37.36
CRESCENT ELECTRIC	MAINTENANCE SUPPLIES	\$3,113.95
CROELL REDI-MIX INC	GROUND'S UPKEEP	\$828.00
CRYSTAL PRODUCTIONS	INSTRUCTIONAL SUPPLIES	\$89.85
CULLIGAN	MAINTENANCE SUPPLIES	\$729.60
DAVIES, MICHAEL	INSTRUCTIONAL SUPPLIES	\$550.00
DEMCO	GENERAL SUPPLIES	\$48.94
DEMCO	INSTRUCTIONAL SUPPLIES	\$108.92
DENNIS COMPANY	REPAIR PARTS	\$136.17
DEPARTMENT OF EDUCATION	BUS INSPECTION FEES	\$40.00
DICK'S PETROLEUM CO.	OTHER TECH SER	\$762.46
FAMILY VIDEO	FACILITY RENTAL	\$3,422.85
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,348,032.23
FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$261.31
FASTENAL COMPANY	TRANSP. PARTS	\$90.80
FOLLETT SCHOOL SOLUTIONS, INC	TEXTBOOKS	\$1,103.80
FROST JEFF	TRAVEL	\$180.23
FRY KEVIN	TRAVEL	\$27.69
GALESBURG SEWING CENTER	INSTRUCTIONAL SUPPLIES	\$1,064.35
GASWAY CO, J P	GENERAL SUPPLIES	\$24,018.62
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$533.76
GOPHER SPORT	INSTRUCTIONAL SUPPLIES	\$548.81
GOTTO RYAN	TRAVEL	\$10.10
GRAINGER	MAINTENANCE SUPPLIES	\$409.49
GRANT WOOD AEA	IN-DIRECT COSTS	\$110.00
GRIMM NORM	TRAVEL	\$24.80
HALVERSON GINGER	TRAVEL	\$18.33
HANDS UP COMMUNICATIONS	INSTRUCTIONAL SUPPLIES	\$482.07
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$1,332.00
HARGERS ACCOUSTICS INC	MAINTENANCE SUPPLIES	\$215.00
HICKS KRISTI	TRAVEL	\$22.78
HOODZ OF EASTERN IOWA	REPAIR/MAINT SERVICE	\$1,062.50
HOTSY CLEANING SYSTEMS	EQUIPMENT REPAIR	\$42.01
HOUCHEN BINDERY LTD	INSTRUCTIONAL SUPPLIES	\$515.95
HOUGHTON MIFFLIN HARCOURT	INSTRUCTIONAL SUPPLIES	\$10,167.12

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Vendor Name	Description	Check Total
HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	\$14,749.50
HUK RUBBER STAMP CO.	GENERAL SUPPLIES	\$55.95
IMON COMMUNICATIONS LLC	TELEPHONE	\$7,765.00
INSTEP DANCEWEAR	INSTRUCTIONAL SUPPLIES	\$3,510.00
INTERCLEAN EQUIPMENT INC	GENERAL SUPPLIES	\$60.70
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$49,802.15
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$212,946.67
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$49,802.15
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$212,946.67
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$381,551.25
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$588.95
INVOLTA	OTHER TECH SER	\$345.00
IOWA DEPT OF REVENUE - ADMIN WAGE LEVY	EE LIAB-GARNISHMENTS	\$58.70
IOWA DIVISION OF CRIMINAL INVEST	OTHER PROFESSIONAL	\$950.00
IOWA FIRE PROTECTION	REPAIR/MAINT SERVICE	\$3,365.00
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$1,275.52
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$212,979.34
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$319,648.09
IOWA SHARES	EE LIAB-CHARITY	\$28.00
IT SAVVY LLC	COMP/TECH HARDWARE	\$129.00
ITAG CONFERENCE	STAFF WORKSHOP/CONF	\$265.00
JOHNSON, JESSICA	TRAVEL	\$187.20
KESL CAROL	TRAVEL	\$1.29
KIRKWOOD COMM COLLEGE	TUITION-COMM COLLEGE	\$15,313.00
KOENEN KARLA	TRAVEL	\$108.19
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$871.65
LETTER PERFECT	INSTRUCTIONAL SUPPLIES	\$65.29
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$993.01
LYNCH FORD	REPAIR PARTS	\$83.56
LYNCH FORD	VEHICLE REPAIR	\$15.00
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$4,346.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$10,683.42
MADISON NATIONAL LIFE INS. CO., INC	RETIREE INSURANCE	\$96.00
MARION INDEPENDENT SCHOOLS	INSTRUCTIONAL SUPPLIES	\$110.00
MARION IRON CO.	MAINTENANCE SUPPLIES	\$100.75
MARION JANITORIAL SUPPLY CO	GENERAL SUPPLIES	\$165.29
MARION JANITORIAL SUPPLY CO	INSTRUCTIONAL SUPPLIES	\$124.69
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$1,165.49
MARION TIMES	ADVERTISING	\$1,105.00
MARION TIMES	INSTRUCTIONAL SUPPLIES	\$55.00
MARION WATER DEPT	WATER/SEWER	\$4,792.16
MATHESON-LINDWELD	GENERAL SUPPLIES	\$33.10
MATHESON-LINDWELD	MAINTENANCE SUPPLIES	\$88.22
MATHESON-LINDWELD	OTHER TECH SER	\$438.47
McCABE TECH LLC	INSTRUCTIONAL SUPPLIES	\$120.00

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Vendor Name	Description	Check Total
MCDONALD CJ	TRAVEL	\$2.85
McSWEENEY, CHRISTINE	TRAVEL	\$17.16
MENARDS -13127	GENERAL SUPPLIES	\$370.30
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$16,222.31
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	(\$258.00)
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$325,635.55
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$15,823.14
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$258.00
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$18,834.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$12,821.68
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$2,277.00
MID AMERICAN ENERGY	NATURAL GAS	\$1,644.64
MIDWAY OUTDOOR EQUIPMENT INC	EQUIPMENT REPAIR	\$1,469.51
MIDWEST ALARM SERVICES	OTHER PROFESSIONAL	\$3,287.04
MIDWEST COMPUTER PRODUCTS	INSTRUCTIONAL SUPPLIES	\$1,314.51
MILES CONSULTING INC	OTHER PROFESSIONAL	\$1,000.00
MILLENNIUM TECHNOLOGY OF IOWA	REPAIR PARTS	\$243.15
MOVIE LICENSING USA	INSTRUCTIONAL SUPPLIES	\$415.00
MPS	TEXTBOOKS	\$5,635.50
MUTUAL WHEEL CO	TRANSP. PARTS	\$984.72
NASCO	INSTRUCTIONAL SUPPLIES	\$1,691.74
NATIONAL COATINGS & SUPPLIES, INC	TRANSP. PARTS	\$743.34
NCERT	DUES AND FEES	\$6,950.00
NOVETZKE DAWN	STUDENT FEES	\$180.00
OFFICE EXPRESS	GENERAL SUPPLIES	\$124.41
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$9,887.12
ORIENTAL TRADING CO	GENERAL SUPPLIES	\$267.30
ORKIN PEST CONTROL	SERVICE AGREEMENTS	\$426.35
P & D WELDING	REPAIR/MAINT SERVICE	\$35.00
PAETEC	TELEPHONE	\$802.06
PAT McGRATH DODGE COUNTRY	TRANSP. PARTS	\$167.90
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$211.74
PEARSON EDUCATION CUSTOMER SERV	INSTRUCTIONAL SUPPLIES	\$394.20
PERFECTION LEARNING CORPORATION	LIBRARY BOOKS	\$184.03
PHONAK	EQUIPMENT >\$1999	\$3,810.00
PITNEY BOWES	GENERAL SUPPLIES	\$87.54
PLUMBERS SUPPLY COMPANY	REPAIR PARTS	\$2,041.89
PLUMBERS SUPPLY COMPANY	REPAIR/MAINT SERVICE	\$622.95
PRAIRIE HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$140.00
PREMIER AGENDAS INC	INSTRUCTIONAL SUPPLIES	\$902.55
PROJECT LEAD THE WAY	DUES AND FEES	\$1,500.00
PROJECT LEAD THE WAY	GENERAL SUPPLIES	\$3,000.00
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$1,943.95
QUALITY CLEANING EQUIPMENT	GENERAL SUPPLIES	\$269.50
QUILL CORPORATION	GENERAL SUPPLIES	\$170.54

Linn-Mar Community School District

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Vendor Name	Description	Check Total
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$203.42
QUILL CORPORATION	REPAIR PARTS	\$792.98
QUINN STORAGE	WATER/SEWER	\$75.00
RAMOS JERI	TRAVEL	\$106.86
REALLY GOOD STUFF INC	INSTRUCTIONAL SUPPLIES	\$2,769.74
REAMS SPRINKLER SUPPLY	REPAIR PARTS	\$113.54
REPUBLIC SERVICES OF IOWA	INSTRUCTIONAL SUPPLIES	\$39.64
ROCHESTER 100 INC.	INSTRUCTIONAL SUPPLIES	\$115.00
ROSENDALE STEPHANIE	INSTRUCTIONAL SUPPLIES	\$414.00
ROYAL IMAGING SUPPLIES	GENERAL SUPPLIES	\$420.00
SADLER POWER TRAIN	TRANSP. PARTS	\$3,737.71
SCHIMBERG	MAINTENANCE SUPPLIES	\$120.95
SCHOLASTIC MAGAZINE	INSTRUCTIONAL SUPPLIES	\$211.97
SCHOOL DATEBOOKS	INSTRUCTIONAL SUPPLIES	\$871.43
SCHOOL HEALTH ALERT	GENERAL SUPPLIES	\$49.00
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$3,284.09
SCHOOL MATE	INSTRUCTIONAL SUPPLIES	\$251.25
SCHOOL OUTFITTERS	INSTRUCTIONAL SUPPLIES	\$899.85
SCHOOL SPECIALTY INC	GENERAL SUPPLIES	\$272.47
SCHOOL SPECIALTY INC	INSTRUCTIONAL SUPPLIES	\$8,176.22
SCHOOL'S IN	INSTRUCTIONAL SUPPLIES	\$213.66
SCHOOLMART	INSTRUCTIONAL SUPPLIES	\$5,952.00
SCHULMERICH BELLS, LLC	INSTRUCTIONAL SUPPLIES	\$91.82
SCHULTZ STRINGS INC	INSTRUCTIONAL SUPPLIES	\$102.00
SEIU LOCAL 199	EE LIAB-UNION DUES	\$661.32
SHERWIN-WILLIAMS	MAINTENANCE SUPPLIES	\$255.51
SHRED-IT DES MOINES	GENERAL SUPPLIES	\$48.78
SOURCE ONE LOGOS	INSTRUCTIONAL SUPPLIES	\$3,052.50
SPRAY-LAND USA	GENERAL SUPPLIES	\$11.40
STAPLES	GENERAL SUPPLIES	\$114.37
STATE HYGIENIC LABORATORY	GENERAL SUPPLIES	\$12.50
STONE SHARON	INSTRUCTIONAL SUPPLIES	\$1,700.00
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3,086.00
SUPREME SCHOOL SUPPLY COMPANY	GENERAL SUPPLIES	\$102.64
TERRY KARLA	TRAVEL	\$48.52
THERAPRO INC	INSTRUCTIONAL SUPPLIES	\$73.45
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$7,270.04
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$25.83
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$160,927.53
TRESONA MULTIMEDIA, LLC	INSTRUCTIONAL SUPPLIES	\$1,570.40
TRIER KELLY	TRAVEL	\$2.96
TROXELL COMMUNICATIONS INC	INSTRUCTIONAL SUPPLIES	\$2,978.25
TYLER TECHNOLOGIES INC	DATA PROCESSING AND	\$500.00
U.S. CELLULAR	TELEPHONE	\$971.23
U.S. CELLULAR CENTER	GENERAL SUPPLIES	\$2,500.00

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Vendor Name	Description	Check Total
U.S. GAMES	INSTRUCTIONAL SUPPLIES	\$366.28
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$986.58
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$606.52
VALUE INSPIRED PRODUCTS/SERVICES	INSTRUCTIONAL SUPPLIES	\$1,123.08
VAN METER CO	MAINTENANCE SUPPLIES	\$1,711.37
VAN PRAAG, DIANNE	TRAVEL	\$2.73
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$44,467.40
WAGE WORKS	EE LIAB-FLEX DEP CARE	\$10,349.13
WAGE WORKS	EE LIAB-FLEX HEALTH	\$24,318.76
WATTS ERIN	TRAVEL	\$232.44
WELCH, JONATHAN	TRAVEL	\$215.28
WELLMARK	OTHER PROFESSIONAL	\$1,435.00
WELTER STORAGE EQUIPMENT CO INC	GENERAL SUPPLIES	\$300.00
WENDLING QUARRIES	GROUPS UPKEEP	\$410.61
WINDSTAR LINES	TRAVEL	\$828.50
WOERNER, KATHRYN	TRAVEL	\$216.06
Fund Total:		\$4,772,610.88
Fund: LOCAL OPT SALES TAX		
AOSNC, LLC	CONSTRUCTION SERV	\$53,141.91
TROXELL COMMUNICATIONS INC	COMP/TECH HARDWARE	\$9,530.40
Fund Total:		\$62,672.31
Fund: MANAGEMENT LEVY		
TRUENORTH COMPANIES, LC	WORKERS COMP	\$193,234.00
Fund Total:		\$193,234.00
Fund: NUTRITION SERVICES		
BLACK PRIMMER, SHERRI	UNEARNED REVENUE	\$29.05
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$8,582.18
GOODWIN TUCKER GROUP	REPAIR/MAINT SERVICE	\$70.64
GRAINGER	MACHINERY AND EQUIP	\$1,536.39
HOODZ OF EASTERN IOWA	REPAIR/MAINT SERVICE	\$1,062.50
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$199.86
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$854.55
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$199.86
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$854.55
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$2,501.41
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$1,424.16
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$2,137.45
JOSEPH LEIGH	UNEARNED REVENUE	\$22.20
KNIGHT SUSAN	TRAVEL	\$235.17
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$39.31
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$17.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$97.41
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$45.76
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$900.32

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Vendor Name	Description	Check Total
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$37.10
OFFICE EXPRESS	GENERAL SUPPLIES	\$507.51
RAFFERTY SARAH	UNEARNED REVENUE	\$50.75
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$522.00
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$72.50
TOTAL K12, INC.	SERVICE AGREEMENTS	\$1,500.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$664.41
U.S. DEPARTMENT OF TREASURY-FMS	EE LIAB-GARNISHMENTS	\$11.30
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$50.00

Fund Total: \$24,225.84

Fund: PHY PLANT & EQ LEVY

A & J ASSOCIATES	ARCHITECT	\$120.00
BRECKE	CONSTRUCTION SERV	\$104,129.74
CAPITAL SANITARY	CONSTRUCTION SERV	\$4,039.20
CV INSULATION	BLDG. CONST SUPPLIES	\$2,997.15
DE LAGE LANDEN PUBLIC FINANCE	COMPUTER/COPIER RENT	\$4,525.00
DRYSPACE INC	CONSTRUCTION SERV	\$836.83
IOWA PRISON INDUSTRIES	EQUIPMENT >\$1999	\$12,764.85
MTI DISTRIBUTING INC	EQUIPMENT >\$1999	\$10,453.78
PLUMBERS SUPPLY COMPANY	BLDG. CONST SUPPLIES	\$543.90
PRIMARY SYSTEMS	CONSTRUCTION SERV	\$150.00
RINDERKNECHT ASSOCIATES INC.	EQUIPMENT >\$1999	\$5,000.00
TRICON CONSTRUCTION GROUP 2245	CONSTRUCTION SERV	\$56,443.01
TY-CO PAINTING INC	BLDG. CONST SUPPLIES	\$2,850.00
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$6,100.00

Fund Total: \$210,953.46

Fund: Pool 10 Million Issue and 2013 10M Issue

AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$15,180.67
AOSNC, LLC	CONSTRUCTION SERV	\$263,702.39
NGE, INC.	EQUIPMENT >\$1999	\$23,584.00
PODS	BLDG. CONST SUPPLIES	\$1,112.00
ROTO-ROOTER	OTHER PROFESSIONAL	\$650.00

Fund Total: \$304,229.06

Fund: PUB ED & REC LEVY

D & K PRODUCTS	GROUNDS UPKEEP	\$681.25
EVER-GREEN LANDSCAPE & SUPPLY	GROUNDS UPKEEP	\$594.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,437.16
GOALSETTER SYSTEMS	CONSTRUCTION SERV	\$1,240.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$29.36
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$125.54
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$29.36
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$125.54
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$191.92
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$135.61

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 07/10/2015 - 08/06/2015

Fiscal Year: 2015-2016

Vendor Name	Description	Check Total
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$203.53
L.L. PELLING CO	CONSTRUCTION SERV	\$104,194.84
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	\$22.88
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$369.16
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$18.56
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$80.06
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$22.50

Fund Total: \$109,510.51

Fund: STUDENT ACTIVITY

ALEC CLARK	OFFICIAL/JUDGE	\$797.00
AMERICAN SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$162.08
BARTA BOB	OFFICIAL/JUDGE	\$95.00
BEGEY, MARK	OFFICIAL/JUDGE	\$254.40
BROOME ERICK	OFFICIAL/JUDGE	\$137.20
BROOME PETER	OFFICIAL/JUDGE	\$144.50
CEDAR VALLEY WORLD TRAVEL	TRAVEL	\$2,355.00
DECKER SPORTING GOODS	INSTRUCTIONAL SUPPLIES	\$230.00
DILLON REDMOND	INSTRUCTIONAL SUPPLIES	\$250.00
ERIC HOEKSTRA	OFFICIAL/JUDGE	\$105.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$10,880.24
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$672.80
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$225.00
HAMMES RICHARD	OFFICIAL/JUDGE	\$123.40
HOYT BOB	OFFICIAL/JUDGE	\$30.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$223.64
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$956.13
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$223.64
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$956.13
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$1,048.71
IOWA CITY ATHLETIC OFFICIALS ASSOCIATION	INSTRUCTIONAL SUPPLIES	\$150.00
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	INSTRUCTIONAL SUPPLIES	\$930.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	DUES AND FEES	\$3,492.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$641.57
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$962.88
JAMES BOYD	OFFICIAL/JUDGE	\$113.40
KEATING GREG	INSTRUCTIONAL SUPPLIES	\$200.00
LARSON TAYLOR	OFFICIAL/JUDGE	\$113.40
LEMMER BARBARA	DUES AND FEES	\$132.50
LITTERER JACKSON	OFFICIAL/JUDGE	\$110.00
MAHMENS SCOTT	TRAVEL	\$304.20
MARQUART EUGENE	OFFICIAL/JUDGE	\$95.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$21.50
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$77.68

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 07/10/2015 - 08/06/2015

Fiscal Year: 2015-2016

Vendor Name	Description	Check Total
MOE TONYA	TRAVEL	\$159.90
NEFF	INSTRUCTIONAL SUPPLIES	\$907.98
NIFFENEGGER JACKIE	INSTRUCTIONAL SUPPLIES	\$50.00
PORT'O'JONNY	INSTRUCTIONAL SUPPLIES	\$60.87
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$69.58
RITCHIE PHIL	OFFICIAL/JUDGE	\$75.00
SEE, CHRISTOPHER	OFFICIAL/JUDGE	\$101.90
SERVICEMASTER FIVE SEASONS JANITORIAL	INSTRUCTIONAL SUPPLIES	\$417.69
SIMPSON COLLEGE	INSTRUCTIONAL SUPPLIES	\$2,145.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$392.96
TROXELL COMMUNICATIONS INC	INSTRUCTIONAL SUPPLIES	\$595.65
YUSKA BILLY	OFFICIAL/JUDGE	\$123.40

Fund Total: \$32,313.93

Grand Total: \$5,734,563.84

End of Report



GRANT WOOD
AREA EDUCATION AGENCY

MEMO

Date: July 8, 2015

To: District AEA PD Online System Administrators and Business Managers

From: Sherry Sines, Professional Development Coordinator

Subject: AEA PD Online – Mandatory and Non-mandatory Training System

This memo is accompanying the invoice for your district's participation in the Statewide AEA PD Online system. The billing for this system is \$.25 per student. This system allows district employees access to mandatory and non-mandatory online trainings as well as additional supports provided statewide by AEA PD Online. I have attached information regarding the AEA PD Online Training System modules available to participating districts. Please review the attached flyer and share this information with the appropriate staff in your district.

Please contact Lisa Hastings-Wells, lhastings-wells@gwaea.org, to confirm that you will be continuing as the district System Administrator for AEA PD Online Training for your district. Lisa will be your primary AEA contact for this system.

If you are no longer the System Administrator for your district, please let Lisa know who will serve as the district contact. If your district does not wish to participate in AEA PD Online services, please let me know as soon as possible and I will ask our business office to cancel the invoice that accompanies this memo. Once we have confirmation of your district contact for AEA PD Online, we will send directions and district passwords that you can distribute to district employees.



These modules are available to employees in participating schools at no cost (unless noted).

OSHA Modules

- Asbestos Awareness Training
- Bloodborne Pathogens Training
- Lockout/Tagout Training
- Right to Know Training
-

Mandated Training Modules

- Mandatory Reporter: Child and Dependent Adult Abuse (\$25)

Medication Administration Modules Medication Administration in Iowa Schools

- Medication Administration: Administering Glucagon to Students with Diabetes
- Medication Administration: Administering Rectal Diazepam for Seizures
- Medication Administration: Giving Insulin Injections
- Medication Administration: Insulin Pumps
- Medication Administration: Medication Administration by Gastrostomy Tube
- Medication Administration: Nebulizer Treatments at School

'As Required' Modules

- Overview of State Requirements Regarding Seclusion and Restraint: Chapter 103

General Professional Development Modules

- BRIDGES: Classroom Behaviors
- Building Literacy in Social Studies: Disciplinary Literacy
- Building Literacy in Social Studies: Informational Text
- Building Literacy in Social Studies: Introduction to the Standards
- Building Literacy in Social Studies: Overview of Instructional Shifts
- Bully Prevention
- Child Abuse Reporting (Non-licensure)
- Children's Online Privacy Protection Act (COPPA)
- Copyright and Fair Use
- Digital Citizenship: Cyberbullying and Online Safety
- Digital Citizenship: Digital Literacy
- Digital Citizenship: Digital Netiquette
- Digital Citizenship: Digital Security
- Digital Publishing: Mac
- Digital Publishing: Windows

- Diversity Awareness and Cultural Competence
- Early Childhood IEPs
- Ethics for Iowa Educators
- Family Educational Rights and Privacy Act (FERPA)
- Financial Literacy: Banking
- Financial Literacy: Credit and Payment Types
- Financial Literacy: Credit Scores
- Financial Literacy: Financial Planning
- Financial Literacy: Savings
- Google Apps 101: Organizational Tools
- Google Apps 101: Productivity Tools
- Google Apps 101: Website Tools
- Harassment in the Workplace: Recognition and Your Responsibilities
- Health Information Privacy (HIPPA) Compliance
- IEP Training for AEA/LEA Staff
- Instructional Coaching
- Interviewing and Hiring Practices
- Iowa Alternative Assessment Science: Administration and Implementation
- Level One Investigator Training: Chapter 102
- Module I: Section 504 Awareness
- Module II: Section 504 Application
- Para-Educator Roles and Responsibilities: Behavior
- Para-Educator Roles and Responsibilities: Confidentiality
- Para-Educator Roles and Responsibilities: IEP Review
- Para-Educator Roles and Responsibilities: Supervision
- Social Media: Facebook
- Social Media: Google Plus
- Social Media: Instagram
- Social Media: Pinterest
- Social Media: Twitter
- STEM and Scale Up Introduction
- STEM: What is it?
- The Exceptional Learner: Introduction
- The Exceptional Learner: Introduction – Advanced
- The Exceptional Learner: Introduction to Students with Disabilities (overview)
- The Exceptional Learner: Introduction to Students with Disabilities (overview) - Advanced
- The Exceptional Learner: Other Areas of Exceptionality
- The Exceptional Learner: Other Areas of Exceptionality – Advanced
- The Exceptional Learner: Students with Autism
- The Exceptional Learner: Students with Autism – Advanced
- The Exceptional Learner: Students with Intellectual Disabilities & Emotional Disabilities

- The Exceptional Learner: Students with Intellectual Disabilities and Emotional Disabilities – Advanced
- The Exceptional Learner: Students with Physical Disabilities
- The Exceptional Learner: Students with Physical Disabilities – Advanced
- The Exceptional Learner: Students with Sensory Disabilities
- The Exceptional Learner: Students with Sensory Disabilities – Advanced
- The Exceptional Learner: Students with Specific Learning Disabilities
- The Exceptional Learner: Students with Specific Learning Disabilities – Advanced
- The Exceptional Learner: Talented and Gifted Students
- The Exceptional Learner: Talented and Gifted Students – Advanced
- TPACK – Technological, Pedagogical, and Content Knowledge Integration
- Transition IEPs
- Universal Constructs: Collaboration
- Universal Constructs: Complex Communication
- Universal Constructs: Conclusion
- Universal Constructs: Creativity
- Universal Constructs: Critical Thinking
- Universal constructs: Flexibility and Adaptability
- Universal Constructs: Introduction
- Universal Constructs: Productivity and Accountability
- Using Images and Audio in the Classroom
- Using Research Resources in the Classroom
- Using Video in the Classroom

Self-Pace Courses – Available for License Renewal credit (fee based)

- Digital Citizenship
- Financial Literacy
- Google Apps 101
- Para-Educator Roles and Responsibilities
- Social Media
- The Exceptional Learner
- The Exceptional Learner (College/Graduate credit additional fees apply)
- The Iowa Framework for School Counselors
- The Practicing Educator
- Universal Constructs
- Using Iowa AEA Online Resources

District Modules specific to your district may be added by contacting AEA PD Online.

Grant Wood AEA
Accounts Receivable
4401 Sixth Street SW
Cedar Rapids, IA 52404-4499

Telephone: 319-399-6705
Federal Tax ID: 42-1028618

JUL 30 2015

INVOICE

Invoice #: 119001
Invoice Date: 07/28/2015

GW FORM ARW 2/15

BILL TO:

Linn-Mar Community School
Educational Service Center
2999 North 10th Street
Marion, IA 52302

Please refer to invoice number when
remitting or in correspondence - Thank You.

10,000,2310.000.000.00349

TERMS	COMMENTS

Description	Quantity	Unit Price	Amount
2015-16 Iowa AEA On-Line PD Fee	7145.20	\$0.25	\$1,786.30
	Pay This Amount	THANK YOU	\$1,786.30

Accounts Receivable Aging Information - Please Pay Total Above

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$76,449.58	\$346.05	\$0.00	\$0.00	\$76,795.63



UnityPoint Health
St. Luke's Hospital

Addendum to Agreement for Athletic Training Services between St. Luke's Hospital and Linn-Mar
Community Schools for the 2015 – 2016 school year.

This addendum is for the increase of athletic training coverage from 1.0 FTE to 1.5 FTE.

The fee for this 1.5 FTE coverage will be \$27,700.30 Said compensation shall be payable in four payments to coincide with the completion of each school quarter.

All other conditions of the original contract remain intact.

The term of this addendum shall commence on August 1, 2015 and conclude with the term of the original contract on July 31, 2016.

UnityPoint Health - St. Luke's Hospital

By: Denise Walker

Denise Walker,

Director of Physical Medicine and Rehab

Date: 7/22/2015

Linn-Mar Community Schools

By: _____

Tim Isenberg

Board President

Date: _____

**AGREEMENT FOR STATEWIDE VOLUNTARY PRESCHOOL PROGRAM BETWEEN
THE LINN-MAR COMMUNITY SCHOOL DISTRICT AND
HAND IN HAND EARLY CARE AND EDUCATION CENTER**

This Contract is entered into between the Linn-Mar Community School District, 2999 North 10th Street, Marion, Iowa 52302, hereinafter referred to as District, and Hand In Hand Early Care and Education Center, located at 905 Barrington Parkway, Marion, Iowa 52302, hereinafter referred to as Center.

Program: The Linn-Mar Community School District and Hand In Hand Early Care and Education Center are entering into this Contract for the purpose providing space for an educational four-year-old program. Programs will be held at both the Barrington Parkway location and 3524 35th Avenue. The Program shall consist of a half-day class providing services to students in a morning session from 8:30 a.m. to 12:00 a.m., Monday through Friday, and an afternoon session from 12:30 to 3:30 p.m., Monday thru Friday, per the agreed upon preschool calendar.

Term: The term of this Contract shall be from August 24, 2015, to June 15, 2016. The parties may renew this contract for subsequent school years upon the written agreement of the parties. Either party may terminate the contract with or without cause upon sixty (60) days written notice to the other. Notice shall be deemed to have been given if delivered or mailed to a representative of the party at the address set forth below.

Center Responsibilities

Center is an approved and licensed child development center by the Department of Human Services (DHS). Center agrees that during the term of this contract and any subsequent renewal it shall maintain such approval and licensing and will abide by all licensing requirements of DHS. If at any time Center shall no longer be DHS approved or licensed, District may terminate this Contract.

The Center agrees to provide a full-time appropriately licensed teacher and associate with program qualifications to teach in the Program. The Center shall be responsible for all cost, including salary and benefits, for the teacher. Any employee of the Center assigned to teach at the facility will remain an employee of the Center and shall not be considered an employee of the District for any purpose. District shall be entitled to supervise and observe any assigned teacher during the hours of operation of the program. District will support the Center classroom through collaboration and weekly visits to Center classroom and staff.

The Center will provide the District audit-quality documentation of expenditures allocated to Statewide Voluntary Preschool Programming. At a minimum, such documentation will be provided to the District on a quarterly basis. However, the District reserves the right to request such documentation at any time during the term of this agreement.

At the end of the agreement term (June 15, 2016), the Center will return any unused SWVPP funds to the District.

District Responsibilities

The District shall provide an approved curriculum for such class and shall provide any necessary supporting materials for the curriculum. The District's coordinator assigned to the Program shall be responsible for ensuring that the approved curriculum is taught and for overseeing the implementation of the curriculum.

The District shall be responsible for determining special education and related services categorization and placement in accordance with state and federal law and shall be responsible for any special costs or programming involved for students enrolling with an individual education plan (IEP).

District shall not be responsible for providing transportation for any students enrolled in the program. Transportation for field trips planned by the Center will be provided by the Center.

Students: Students shall be required to complete the District enrollment process in order to be enrolled in the Program and shall be subject to all of District policies, practices, and procedures. District shall be responsible for monitoring attendance requirements.

Calendar: The Program shall conduct classes according to District's school calendar for each day that classes are in session with a starting date of September 8, 2015.

School Records: District and Center shall cooperate regarding student records for students enrolled in the Program, and District shall maintain all educational records as required by law. Each party and its employees shall be responsible for maintaining the confidentiality of any education records as required by law. The parties shall furnish each other with any educational records as required by law. The parties will furnish each other with any necessary documentation needed to

comply with each party's federal and state standards, regulations, and requirements, including, but not limited to, free and reduced lunch applications, enrollment reports, and attendance reports.

Financial Arrangements:

The Center agrees not to charge tuition or fees for the District instructional portion of the day for any four-year-old who is receiving child care services.

Equipment and materials purchased with the Statewide Voluntary Preschool Program Funds are the property of the district. The District will provide 80 subscriptions to Teaching Strategies GOLD for use by the Center.

Hand In Hand Early Care and Education Center will invoice Linn-Mar Community School District on a monthly basis, stating a per pupil cost. Hand In Hand can be reimbursed for up to 80 children, (based on the October 15, 2014 enrollment data) but not to exceed 20 students per session per IQPPS Guidelines. Linn-Mar Community School District will make payments within 30 days after receipt of Hand in Hand Early Care and Education Center invoice. This is based on the nine months from September to May.

The monthly per pupil cost at which Linn-Mar Community Schools will pay Hand In Hand Early Care and Education Center is \$339.62. For this agreement, the total annual distribution to Hand in Hand will not exceed \$244,526.

Representatives: The contact person for each party shall be as follows:

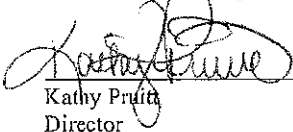
District: Kristi Hicks, Early Childhood Director

Center: Kathy Pruitt, Director, Hand in Hand Early Care and Education Center

Amendment of Contract: This contract may not be modified, changed, or varied, except by a written instrument signed by the parties. This Contract shall not be assigned by either party unless the other party agrees to assignment in writing.

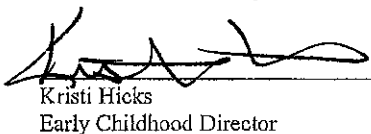
The foregoing terms are agreed to, and accepted by, Linn-Mar Community School District and Hand in Hand Early Care and Education Center.

Hand in Hand Early Care and Education Center


Kathy Pruitt
Director

8/3/15
Date

Linn-Mar Community School District


Kristi Hicks
Early Childhood Director

8-3-15
Date

Dr. Quintin Shepherd
Superintendent

Date

Tim Isenberg
Board President

Date

**AGREEMENT FOR STATEWIDE VOLUNTARY PRESCHOOL PROGRAM
BETWEEN THE LINN MAR COMMUNITY SCHOOL DISTRICT AND CEDAR
RAPIDS COMMUNITY SCHOOL DISTRICT IN CONCURRENCE WITH THE
COOPERATIVE 28E AGREEMENT BETWEEN THE CEDAR RAPIDS
COMMUNITY SCHOOL DISTRICT AND ROCKWELL COLLINS INC.**

This Agreement is entered into between the Linn Mar Community School District ("Linn Mar"), 2999 10th Street Marion, Iowa 52302 and the Cedar Rapids Community School District ("Cedar Rapids"), 2500 Edgewood Rd NW Cedar Rapids, Iowa 52403 with corresponding approval as to form and content by Rockwell Collins, Inc. ("Rockwell") in concurrence with the Cooperative 28E Agreement, as amended, between the Cedar Rapids Community School District and Rockwell Collins, Inc.

Program: Linn Mar and Cedar Rapids Community School District are entering into this Contract for the purpose of providing space at the Rockwell Collins Child Development Center for an education program for the Statewide Voluntary Preschool four-year-old children (Program). The Program shall consist of one classroom with a total of 20 students in the morning classroom (8:30am-11:30am) and the same classroom for 20 students in the afternoon session from (12:30p.m.-3:30p.m). Preschool Programming days will consist of Monday, Tuesday, Thursday and Friday. Wednesday's will be a contracted day for staff training and curriculum development.

Term: The term of this contract would be from August 2015 to May 2016 (excluding holidays specified in the preschool calendar) and will be reviewed on a year to year basis.

The parties may renew this Agreement for subsequent school years (with actual contract dates modified by the parties each school year) upon the written agreement of the parties no later than April 1 prior to the start of the next school year. Either party may terminate the Agreement with or without cause upon sixty (60) days written notice to the other, and in that event, no further payment will be due or payable from Linn Mar to Cedar Rapids for services or expenses after the date of termination.

Rockwell Child Development Center's Responsibility

Rockwell Collins Child Development Center is a child development center which has been approved and licensed by the Department of Human Services (DHS).

Rockwell Collins Child Development Center agrees to provide one classroom which shall have access to appropriate bathroom facilities and playground area. Rockwell Collins Child Development Center agrees to furnish the classroom with start-up materials and educational supplies needed for this classroom.

There must be one teacher present at all times in the classroom at the Rockwell Collins Child Development Center. A minimum of one teacher associate and one teacher shall

be present when 11-20 children are present. There shall be no more than 20 children per classroom.

Cedar Rapids Community School District's Responsibility

Cedar Rapids Community School District agrees that during the term of this contract and any subsequent renewal it shall maintain such approval and licensing and will abide by all licensing requirements of DHS. If at any time the Rockwell Collins Child Development Center shall no longer be DHS approved or licensed, Linn Mar may terminate this Contract immediately without prior notice and no further payment will be due from Linn Mar after the date of termination.

The Cedar Rapids Community Schools agrees to provide one teacher who is appropriately licensed by the Board of Educational Examiners. This licensed teacher would be classified under the current Child Care working agreement with Cedar Rapids School District. This teacher will attend professional development opportunities provided by Linn Mar when possible. The Cedar Rapids Community School District teacher assigned to the Program shall be responsible for ensuring that the approved curriculum is taught and for overseeing the implementation of the curriculum.

The teacher will provide at least 10-12 hours per week of intentional instruction, as defined by the State of Iowa in the Statewide Voluntary Preschool Program Rules, *"eligible children shall receive from the teacher at least ten hours per week of intentional instruction directly related to the program's curriculum, such time to be exclusive of recess."*

Cedar Rapids Community Schools agrees to provide one teacher associate for the classroom who shall be available to work with the teacher and children while the children are in session from 8:30-11:30 am and 12:30 to 3:30 p.m. The teacher associate assigned to the Program shall not be a contracted para-educator, but will be considered a Cedar Rapids Community School District employee and classified under to the Child Care working agreement. The teacher associate from Cedar Rapids Community Schools will attend professional development opportunities provided by Linn Mar when possible that would include contact hours towards The Child Development Associate program.

Cedar Rapids Community Schools agrees to provide administrative supervision of the program from the Rockwell Daycare Director. This will include daily supervision, evaluation and support to families as appropriate.

The parties will cooperatively agree on any materials and supplies which are purchased. The materials and supplies purchased with the Statewide Voluntary monies, which are not consumed as meals, will become property of the Linn Mar School District.

Linn Mar School District Responsibilities

Linn Mar shall provide an approved curriculum and reimbursement costs for GOLD subscriptions based on enrolled children in the classroom. Linn Mar shall provide additional educational materials as needed to maintain IQPPS standards and curriculum requirements for the classroom. Linn Mar shall provide guidance for the Iowa Quality

Preschool Program Standards to be implemented by Cedar Rapids Community School District teacher and associate teacher. Linn Mar shall provide an approved assessment system for the classrooms but implemented by the Cedar Rapids Community School District teacher. Linn Mar agrees to provide professional development to the Cedar Rapids Community School District teacher and teacher associate as required to meet the IQPPS and State Wide Preschool Program guidelines. Linn Mar will assist with the registration and enrollment in connection with the Rockwell Collins Child Development Center for the Statewide Voluntary Preschool program. Linn Mar will share and promote enrollment at the Rockwell Collins Child Development Center for the Statewide Voluntary Preschool program. Linn Mar will share waiting lists with the Rockwell Collins Child Development Center concerning enrollment for the Statewide Voluntary Preschool program.

Students

Cedar Rapids Community Schools and Linn Mar School District shall be required to enroll only students who will be four on or before September 15, 2015. It is the responsibility of the Cedar Rapids Community School District and Linn Mar School to give priority enrollment to families at or below the 130% poverty level.

Student Records

Linn Mar and the Cedar Rapids Community School District shall cooperate regarding student records for students enrolled in the program, and Linn Mar shall maintain all educational records as required by the law as information is requested by the Department of Education. Linn Mar, Cedar Rapids Community School District and their respective employees, shall be responsible for maintaining the confidentiality of any education records as required by law. The parties shall furnish each other with any necessary documentation needed to comply with each party's federal and state standards, regulations, and requirements, including, but not limited to, free and reduced lunch applications, enrollment reports and attendance reports.

Insurance and Indemnification

Property Insurance. Rockwell shall insure the site and contents. In the event of destruction or damage such that Cedar Rapids is not able to perform its services under this Agreement, Linn Mar may elect to terminate this Agreement.

Liability Insurance. Cedar Rapids and the Linn Mar shall carry Commercial General Liability insurance for protection of each, respectively, from any liability arising out of any accidents or other occurrence causing any bodily injury and/or property damage to any person or property in or about the Program site or arising from the performance of their obligations under this Agreement due directly or indirectly to the actions of the insured. Liability policies shall have limits of not less than \$2,500,000 per occurrence and \$5,000,000 annual aggregate, which limit can be met with a combination of primary and umbrella policies. The policies shall include Professional Liability insurance and shall also cover the parties in the supervision of children in the Program, including

Payment

The following list itemizes for the term of this contract: (a) each category of allowable reimbursement to the Cedar Rapids Community Schools for the 4 year old State Wide Pre-School Program; (b) the maximum reimbursable amount allowable for each category based on a projected enrollment of 34 four-year-old children split between the morning and afternoon preschool class and (c) the maximum total reimbursement for the Program. If the number of four-year-old children enrolled in the Program as of October 1, 2015 is less than 40(20 in morning class and 20 in afternoon class), the maximum reimbursable amount for each category will be reduced on a pro rata basis. For example, if only 19 four-year-old children are enrolled on October 1, 2015, the maximum for each category will be changed to 19/20th of the stated maximum, and such maximums will apply throughout the term of the contract. No changes in the maximum reimbursable amount for any category will be made in the event of enrollment changes after October 1, 2015.

Category	Allowable Reimbursement
Cedar Rapids School District staff costs	\$ 76,000
Administrating fee (5%)	\$3,197
Supplies and Materials	\$19,540
Professional Development	\$4,500
Total Costs	\$ 103,237

Cedar Rapids Community School District will invoice Linn Mar on a monthly basis, for the maximum - reimbursement based on the October 1, 2015 enrollment. At the end of the school year (May/June) the Cedar Rapids Community School District will submit a final budget reflecting the expenditures incurred for the 4 year old State-Wide Preschool program. This document will include the itemized categories listed above and will reflect the total costs incurred for 2015 2016 program year. Linn Mar will make payments within 10 days after receipt of Cedar Rapids Community School District invoice. If at the conclusion of this contract Cedar Rapids Community School District expenditures for any category are less than the maximum reimbursable amount stated for that category for

the term of the contract, Linn Mar will not make any additional payments to Cedar Rapids Community School District for that category. If at the conclusion of this contract

Cedar Rapids Community School District expenditures for any category are more than the maximum reimbursable amount stated for that category for the term of the contract, Linn Mar will not make any additional payments to Cedar Rapids Community School District for that category unless Cedar Rapids Community School District has submitted a budget revision form, to Linn Mar, prior to May 1, 2015. Additional reimbursements validated by the Cedar Rapids Community School District within the budget revision form shall not be withheld by Linn Mar. Linn Mar will provide the budget revision form to the Cedar Rapids Community School District. No reimbursable amounts will be revised by Linn Mar if the revision will result in total costs which exceed those outlined above. The Claim Form and Budget Revision Form will be provided to Cedar Rapids Community School District at the start of the contract.

Status of the Parties

It is expressly understood and agreed by the parties that nothing contained in this Agreement shall be construed to create a partnership, association, or other affiliation or like relationship between the parties, it being specifically agreed that their relation is and shall remain that of independent parties to a cooperative contractual relationship. In no event shall either party be liable for the debts or obligations of the other party.

No Separate Entity or Joint Board

No separate legal or administrative entity or joint board shall be established to carry out the purposes of this Agreement. The Executive Director of Cedar Rapids shall be designated as the administrator of the Agreement for purposes of Iowa Code Chapter 28E.

Miscellaneous

Headings. The headings of this Agreement are inserted for convenience of reference only and in no way describe or limit the scope or intent of this Agreement or any of the provisions hereof.

Severability. In case any one or more of the provisions contained in this Agreement shall be declared invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.

Law. The parties consent to the jurisdiction of the Linn County, Iowa District Court for all matters relating to this Agreement and agree that this Agreement shall be governed by Iowa law. Anything in this Agreement to the contrary notwithstanding, the parties shall refrain from any action which would violate any law, rule, policy, or regulation of any governmental body or agency having jurisdiction over this Agreement. The parties agree to cooperate as needed to assure that all required services and responsibilities are provided and that the Program is operated in compliance with applicable law.

Entire Agreement. This Agreement supersedes all previous agreements, contracts, addenda, amendments, arrangements, and understandings, and constitutes the entire agreement between the parties. No oral statements or prior written material not specifically incorporated herein shall be of any force and effect and no change in, additions to, or deletions from this Agreement shall be valid unless agreed to in writing by the parties.

Waiver. The failure of either of the parties to enforce any right or provision under this Agreement shall not constitute a waiver of such right or provision unless acknowledged and agreed to by such party in writing. No waiver shall be implied from a failure of either party to exercise a right or remedy. In addition, no waiver of a party's right or remedy will affect the other provisions of this Agreement.

Force Majeure. Notwithstanding anything contained in this Agreement to the contrary, neither party shall be liable to the other for failure to comply with any obligation under this Agreement (nor shall any charges or payments be made in respect thereof) if prevented from doing so by reason of contingencies beyond the reasonable control of the parties; and all requirements as to notice and other performance required hereunder within a specified period shall be automatically extended to accommodate the period of pendency of any such contingency which shall interfere with such performance.

Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute the same instrument.

The foregoing terms are agreed to and accepted by Linn Mar Community School District and Cedar Rapids Community School District

Linn Mar Community School District

By: _____

Its: _____

Date: _____

Cedar Rapids Community School District

By: _____

Its: _____

Date: _____

Rockwell Collins, Inc

By: _____

Printed Name: _____

Title: _____

Date: _____

Cooperative Agreement Addendum
by and between
NORTHWESTERN COLLEGE and Linn-Mar CSD
for the 2015-2016 Academic Year

Section 272.27 STUDENT TEACHING AND OTHER EDUCATIONAL EXPERIENCES. If the rules adopted by the board of educational examiners for issuance of any type or class of license require an applicant to complete work in student teaching, pre-student teaching experiences, field experiences, practicums, clinicals, or internships, an institution with a practitioner preparation program approved by the state board of education under section 256.7, subsection 3, shall enter into a written contract with any school district, accredited nonpublic school, preschool registered or licensed by the department of human services, or area education agency in Iowa under terms and conditions as agreed upon by the contracting parties. The terms and conditions of a written contract entered into with a preschool pursuant to this section shall provide that a student teacher be under the direct supervision of an appropriately licensed cooperating teacher who is employed to teach at the preschool. Students actually teaching or engaged in preservice licensure activities in a school district under the terms of such a contract are entitled to the same protection, under section 670.8, as is afforded by that section to officers and employees of the school district, during the time they are so assigned.

Section 262.75 INCENTIVES FOR COOPERATING TEACHERS. A cooperating teacher incentive program is established to encourage experienced teachers to serve as cooperating teachers for student teachers enrolled in the institutions of higher education under the control of the board. An individual who submits evidence to an institution that the individual has satisfactorily served as a cooperating teacher for a student teacher from any of the institutions of higher education under the control of the board for the duration of the student teaching experience shall receive from the institution either a monetary recompense or a reduction in tuition for graduate hours of coursework equivalent to the value of the monetary recompense, rounded to the nearest whole credit hour. If, because of a policy adopted by the board of directors employing the teacher, the amount of the monetary recompense is not made available to the teacher for the teacher's own personal use or the salary paid to the cooperating teacher by the employing board is correspondingly reduced, the institution shall grant the teacher the reduction in tuition pursuant to this section in lieu of the monetary recompense. In lieu of the payment of monetary recompense to a cooperating teacher, the cooperating teacher may direct that the monetary recompense be paid by the institution directly into a scholarship fund which has been established jointly by the board of directors of the school district that employs the teacher and the local teachers' association. In such cases, the cooperating teacher shall receive neither monetary recompense nor any reduction in tuition at the institution.

1. Scope of Agreement
 - a. This agreement sets forth the role, responsibilities, and rights of personnel associated with the cooperating Linn-Mar CSD, personnel associated with Northwestern College and of any student enrolled at the college, while assigned as a student teacher or for any other educational experience in the cooperating Linn-Mar CSD.
2. Options of Student Teachers and other Educational Experience Students
 - a. Students must be registered for the appropriate college course. Student teaching is a 20 full school day experience. (Students seeking additional endorsements may register for four (4) hours of credit.)
3. Placement of Students
 - a. Placement of students shall be accomplished on a cooperative basis between Northwestern College and the cooperating Linn-Mar CSD.
 - b. Placement shall be initiated by the placement director upon completion of an application from each student setting out his/her qualifications/background and the assignment(s) needed to meet course requirement, certification, endorsement, and approval area standards.
 - c. Requests for assignment of students may be accompanied by suggested names of individuals who are recommended to serve as a cooperating teacher/Linn-Mar CSD supervisor by the placement director.
4. Termination or Change of Assignment
 - a. The placement director or cooperating agency may, for good cause, terminate or change the assignment of any student. Prior to reaching a decision, the placement director and the cooperating Linn-Mar CSD designee shall consult with the cooperating teacher/Linn-Mar CSD supervisor and all other concerned parties regarding the reason(s) for the termination or change of assignment.

5. Supervision of Students

- a. A member of Northwestern College personnel will serve as the coordinator or supervisor of the student teaching program or educational experiences for the purpose of administering the program and supervising/evaluating the students in cooperation with the cooperating teachers/Linn-Mar CSD supervisors who guide and direct the students.
- b. The identification, selection, and continued use of qualified cooperating teachers/Linn-Mar CSD supervisors shall be the joint responsibility of the placement director and the administrators of the cooperating educational agencies.
- c. The students shall be subject to the policies, rules and regulations of the cooperating Linn-Mar CSD and the Northwestern College Education Department.

6. Evaluation

- a. Evaluation of the students shall be a shared responsibility. The placement director or supervisor, the cooperating teacher/Linn-Mar CSD supervisor, the student, and others knowledgeable about the performance of the student shall be involved. Evaluation is comprehensive, continuous, specific and individualized. The evaluation in the nonpublic Linn-Mar CSD shall be based on non-religious criteria.

7. Status, Authority, and Tort Liability Protection of Students

- a. Students shall have the status and authority in accordance with section 272.27 Code of Iowa.
- b. Students, actually engaged under the terms of this contract in a public school, shall be entitled to the same tort liability protection under the provisions of section 670.8 Code of Iowa, as is afforded by said section to officers and employees of the school district/agency during the time they are so assigned.

8. Substitute Teaching

- a. Students shall not be used as substitute teachers.

Approved

Designee, Northwestern College

Designee, Cooperating Linn-Mar CSD

Date

Date

LICENSE AGREEMENT
NON-COMMERCIAL

This license agreement ("Agreement") is made on the Effective Date, as defined in the signature block, by Linn-Mar Community School District, an Iowa school corporation ("Licensor"), and the undersigned ("Licensee").

1. Definitions

- 1.1 "Trademarks" means the word and logo marks depicted in Exhibit A.
- 1.2 "Licensed Product" means products bearing the Trademarks.
- 1.3 "Royalty Rate" means the percentage defined in Exhibit B.
- 1.4 "Net Sales" means Licensee's gross invoice amount billed to customers of Licensed Products, less discounts and allowances actually shown on the invoice and, further, less any bona fide returns supported by credit memoranda actually issued to the customers. No other costs incurred in the manufacturing, selling, advertising, and distribution of the Licensed Products shall be deducted nor shall any deduction be allowed for any uncollectible accounts or allowances.
- 1.5 "Licensed Market" means the types of products that may be marked with the Trademarks, as defined in Exhibit B.
- 1.6 "Customers" means the people to whom Licensed Products may be sold, as defined in Exhibit B.
- 1.7 "Term" means the period of time, as defined in Exhibit B, starting from the Effective Date.

2. LICENSE

- 2.1 Scope of License. Licensor grants to Licensee a non-exclusive license to make, have made and sell Licensed Products in the Licensed Market throughout the world to Customers. Licensee shall not have the right to sub-license beyond the extent necessary to manufacture the Licensed Products. Licensee shall make no other use of the Trademarks.
- 2.2 Royalty. Licensee shall pay Licensor a royalty equal to the Royalty Rate times Net Sales.
- 2.3 Code of Conduct. The grant of the license to the Licensee is contingent upon Licensee agreeing to and adhering to the Code of Conduct, attached at Exhibit C.

3. LICENSOR'S CONTROL

3.1 In order to protect and preserve Licensors' rights in the Trademarks, Licensee agrees that (i) prior to the first use of the Trademarks by Licensee, Licensee shall obtain Licensors' approval of all aspects of such use, including quality of the Licensed Product; and (ii) once Licensee's use of the Trademarks is initially approved by Licensors, any subsequent modification in such use, including changes in quality of the Licensed Product, must be reviewed and approved by Licensors prior to implementation of such modification. Licensors may terminate this Agreement if Licensee fails to abide by these quality control provisions.

4. USE OF THE TRADEMARK

4.1 Trademark Format. Licensors retain the right to specify, from time to time, the format in which Licensee shall use the Trademarks, and Licensee shall only use the Trademarks in a format approved by Licensors.

4.2 Proper Notice and Acknowledgment. Every use of the Trademark by Licensee shall incorporate a superscript TM or a circle enclosing an R, as directed by Licensors.

4.3 Impairment of Licensors' Rights. Whether during or after the term of this Agreement, Licensee shall not challenge or otherwise impair Licensors' rights in the Trademarks. Licensee shall not apply for the registration of, or cause or allow the filing of an application for the registration of, a tradename, trademark or service mark which is identical to or confusingly similar to any of the Trademarks.

4.4 Licensors' Rights and Remedies. Licensee agrees that Licensors retain, and may exercise, all rights and remedies available to Licensors as a result of Licensee's breach of this Agreement, misuse of the Trademarks, or any other use of the Trademarks by Licensee which is not expressly permitted by this Agreement.

5. TERMINATION

5.1 Termination without Cause. Either party may terminate this Agreement, with or without cause, by delivering written notice of termination to the other party, and, unless a later date is specified in such notice, termination shall be effective thirty (30) days after the date such notice is given.

5.2 Termination for Cause. Notwithstanding the provisions of Section 5.1, this Agreement shall automatically terminate without notice from Licensors if: (i) Licensee violates the Code of Conduct; (ii) Licensee attempts to assign, transfer or otherwise convey, without first obtaining Licensors' written consent, any of the rights granted to Licensee; (iii) Licensee fails to obtain Licensors' approval of Licensee's use of the Trademark in accordance with Section 3 of this Agreement; (iv) Licensee uses the Trademark in a manner in violation of, or otherwise inconsistent with, the restrictions imposed by or in connection with Section 4 of this Agreement; or (v) Licensee uses the

Trademark in a manner not expressly permitted by this Agreement.

5.3 Effect of Termination. All rights granted by this Agreement, shall expire upon termination of this Agreement, and upon termination Licensee shall immediately cease and desist from all further use of the Trademarks, except that Licensee may continue to sell off Licensed Products in its inventory for a period of ninety (90) days.

6. REPORTING AND PAYMENTS

6.1 Licensee shall provide Licensors a report within thirty (30) of the end of each Reporting Period, as defined in Exhibit B. The report shall detail the number of Licensed Products sold, the Net Sales of Licensed Products and royalties due. The report shall be accompanied by payment of the royalties due. If no royalties are due, the report shall so state.

7. MISCELLANEOUS

7.1 Indemnification. Licensee agrees to indemnify and hold harmless Licensors and its board, officers, employees and contractors from any and all claims or allegations for damage or injury to persons or property or for loss of life or limb under any product liability, tort liability or similar cause of action arising out of or in connection with (i) its activities or (ii) the use of Licensed Products by third parties.

7.2 Assignment. Except as permitted, Licensee shall not assign, sublicense, transfer, or otherwise convey Licensee's rights or obligations without Licensors' prior written consent.

7.3 Applicable Law. This Agreement shall be interpreted, construed, and enforced pursuant to, and in accordance with, the laws of the State of Iowa. Parties agree that jurisdiction is proper in the courts of Linn County, Iowa.

7.4 Entire Agreement. This Agreement supersedes all previous agreements, understandings, and arrangements between the parties, whether oral or written, and constitutes the entire agreement between the parties.

7.5 Amendments. This Agreement may not be modified except by an agreement in writing executed by the parties hereto.

7.6 Waivers. The waiver by either party of a breach or other violation of any provision of this Agreement shall not operate as a waiver of any subsequent breach of the same or other provision of this Agreement.

7.7 Notice. All communication to be given under this Agreement shall be in writing and shall be delivered by hand, by facsimile, by registered or certified mail through the United States postal service, or by courier service at the addresses listed below.

7.8 Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original, but all of which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first set forth above.

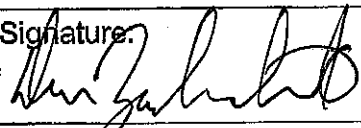
Licensors	Licensee Non-Commercial
Linn-Mar Community School District	Entity Name: Linn-Mar Lions 2020
Address: 2999 N 10th Street Marion IA 52302	Address: 2442 Vaughn Dr. Marion, IA 52302
Signature:	Signature: 
By: Tim Isenberg	By: Dean Zahradnik
Position: Board President	Position: Head Coach - Youth Basketball
Date: August 10, 2015	Effective Date: 7/30/15

Exhibit A



a)



b)



c)



d)



e)



f)

g) Linn-Mar Community School District

h) Linn-Mar Lions

Exhibit B

Non-commercial

Royalty Rate: 0%

Licensed Markets: 1) Nothing prohibited by the Code of Conduct; 2) Licensor approved clothing for members of the group such as uniforms or event T-shirts; and 3) Licensor approved promotional materials for the group

Customers: Members of the group

Term: 5 years

Reporting Period: Annually

CODE OF CONDUCT NON-COMMERCIAL

Prohibited Items. License shall not use any Trademarks in connection with the promotion of sexual activity or tobacco, alcohol or illegal drug use including refraining from using the Trademarks: i) in combinations with any positive or neutral mention of sexual activity, tobacco, alcohol or illegal drugs; and ii) on any item used during sexual activity or used for consuming tobacco, alcohol or illegal drugs.

Expected Behavior. License agrees to abide by, and have their members, parents of members, coaches, and supporters abide by the following standards of behavior:

The use of profane or abusive language is not acceptable. Extreme verbal outbursts show a lack of self-control and immaturity; these reflect negatively on the Licensor, Licensee and the individual and should be avoided.

There is an expectation that all individuals representing the Licensor be courteous, mature, cooperative and respectful at all times. Individuals should conduct themselves with the knowledge that they, alone, are responsible for their own actions.

In all situations, competitors are expected to perform to the best of their ability, within the context of specific rules of their competition. Sportsmanship and fair play to teammates, opponents, and officials, should be in the forefront of a competitor's basic philosophy and attitude.

Students should present a neat appearance at all functions with adults using discretion regarding their appearance.

Realizing that academics are the priority of the high school years, students are expected to maintain acceptable standards of academic achievement. It is understood by all that academic responsibilities include attendance, punctuality, cooperation, general good behavior, respect for teachers and fellow students, and a genuine effort on all homework assignments, tests, projects and examinations.