



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

**Linn-Mar Community School District Board of Education  
Work Session Minutes  
April 10, 2017**

**100: Call to Order and Determination of a Quorum**

President Isenberg called the meeting to order at 5:00 PM. Roll was taken. All board members were present.

**200: Adoption of Agenda *Motion 164-04-10***

Motion Green, second Nelson to approve the agenda. Voice vote. All ayes.

**300: Work Session**

**301: Elementary Presentation**

The seven Linn-Mar elementary principals; Kelly Kretschmar, Director of Elementary Teaching and Learning; and Jessica Quandahl, Grant Wood Literacy Consultant, presented on the Multi-Tiered Support System that is being implemented in the elementary buildings. They led the board through the history of their work and shared how the system related to the district's *Strategic Plan*, state requirements, as well as district goals and student achievement. They focused on literacy, but stated that the system works for all goals such as math, behavior, etc. MTSS revolves around four questions or outcomes and ensures that all student needs are met.

**302: Closed Session**

Motion Patterson, second AbouAssaly to enter closed session at 6:16 PM as provided in Iowa Code section 21.5(1)(j) of the Open Meetings Law to discuss the purchase of particular real estate. Roll call vote. Ayes: Gadelha, Green, Isenberg, Nelson, Patterson, Weaver, and AbouAssaly. Nays: none.

**401: Motion to Return to Open Session**

Motion Weaver, second Patterson to return to open session at 6:24 PM. Roll call vote. Ayes: Green, Isenberg, Nelson, Patterson, Weaver, AbouAssaly, and Gadelha. Nays: none.

**502: Board Learning**

The board discussed the superintendent evaluation procedure and tool. Isenberg and Green worked together to develop the draft procedure. The board was in consensus to move forward with this plan. The document will be brought to the board in April for approval and the superintendent evaluation will occur in June.

**600: Adjournment *Motion 165-04-10***

Motion Patterson, second AbouAssaly to adjourn at 6:42 PM. Voice vote. All ayes.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary



**Linn-Mar Community School District Board Meeting  
Regular Meeting Minutes  
April 10, 2017**

**100: Call to Order and Determination of a Quorum**

President Isenberg called the meeting to order at 7:00 PM. Roll was taken. All board members were present.

**200: Adoption of the Agenda *Motion 166-04-10***

Motion Patterson, second Nelson to approve the agenda with the walk-in. Motion carried.

**300: Recognitions/Proclamations**

The winners of the 2016-17 LIONS Awards and Volunteer Recognitions were announced. Winners were:

- **L**iving Legend Award for Excellence in Leadership: Keith Ponto
- **I**nnovators for Excellence in Positive Change: Sara Hofer & Karla Koenen
- **O**ptimizer for Excellence in Teamwork: Rachelle Haker
- **N**ewcomer for Excellence in New Ideas: Brian Johnson
- **S**ervice for Excellence in Superior Performance: Nadine Grieder
  
- Above & Beyond Volunteer Award: Beth Graves
- Above & Beyond Volunteer Award: Rachael Kumoto
- Making a Difference Volunteer Award: Jessi Pfaff
- Unsung Hero Volunteer Award: Sue Harkness

**400: Audience Communications**

**500: Resolutions/Opening of Bids/Public Hearings**

501: Public Hearing on Proposed Certified Budget for FY18 *Refer to Exhibits 701.1 & 702.1*  
Isenberg opened the public hearing and closed it after no comments were received.

**600: Informational Reports**

601: Finance/Audit Committee (March 9):

Committee discussed the Committee Commission document.

602: Marion City Council (March 9, March 23, and April 6):

Green, Weaver and AbouAssaly reported on the council meetings that they attended.

603: Equity Committee (April 5):

Bisgard reported that the Shirley Pantini Equity Award was the topic of discussion.

**604: Coffee Conversation (April 8):**

Gadelha and Weaver attended and reported on the items discussed which included the Wilkins Elementary principal search and the district restructuring process.

**605: Board Book:**

*Exhibit 605.1*

Dr. Shepherd highlighted items from the *Board Book* including the 9<sup>th</sup> grade orientation plan on and the communication department information.

**606: Modified Restructure Plan**

*Exhibit 606.1*

Dr. Shepherd brought the board up-to-date on the plan and the work of both the Steering Committee and the Facilities Committee. The board shared their thoughts and what they would like to see moving forward, including community and staff input. The board will revisit the plan on April 24<sup>th</sup>.

**700: Unfinished Business**

**701: Presentation on Proposed Certified Budget for FY18**

*Exhibit 701.1*

Anderson gave a presentation on the Proposed Certified Budget for FY18. The tax levy will remain stable for the upcoming year.

**702: Approval of Proposed Certified Budget for FY18** **Motion 167-04-10**

*Exhibit 702.1*

Motion Patterson, second Green to approve the proposed FY18 budget as presented. Voice vote. All ayes. Motion carried. Patterson stated that it was nice to have the SSA number in time for certification.

**800: New Business**

**801: Fundraising Requests** **Motion 168-04-10**

*Exhibit 801.1*

Motion Patterson, second AbouAssaly to approve the fundraising requests as presented per board policies 1005.4 and 1005.4-R. Voice vote. All ayes. Motion carried.

**802: Open Enrollment Requests** **Motion 169-04-10**

Motion AbouAssaly, second Patterson to approve the open enrollment requests as presented for the 2017-18 school year. Voice vote. All ayes. Motion carried.

**Approved In**

<b>Name</b>	<b>Grade</b>	<b>Residing District</b>	<b>Reason</b>
Ascher, Dalilah	K	Alburnett CSD	On Time
Miene, Camron	12 <sup>th</sup>	Alburnett CSD	On Time
Rojek, Joey	12 <sup>th</sup>	Alburnett CSD	On Time
Engelbart, Thomas	K	Anamosa CSD	On Time
Perez, Mia	K	Belle Plaine CSD	On Time
Anderson, Kirstin	4 <sup>th</sup>	Cedar Rapids CSD	On Time
Anderson, Shaylin	1 <sup>st</sup>	Cedar Rapids CSD	On Time
Cole, Bella	3 <sup>rd</sup>	Cedar Rapids CSD	On Time
Coon, Noah	K	Cedar Rapids CSD	On Time
Danavulapati, Manohar	K	Cedar Rapids CSD	On Time
DeBow, Taja	6 <sup>th</sup>	Cedar Rapids CSD	On Time
DeBow, Takoda	6 <sup>th</sup>	Cedar Rapids CSD	On Time
Duclos, Isla	K	Cedar Rapids CSD	On Time
Elmore, Isaiah	8 <sup>th</sup>	Cedar Rapids CSD	On Time
Etzel, Adrian	K	Cedar Rapids CSD	On Time
Farley, Chrislyn	K	Cedar Rapids CSD	On Time

<b>Name</b>	<b>Grade</b>	<b>Residing District</b>	<b>Reason</b>
Farley, Vanessa	8 <sup>th</sup>	Cedar Rapids CSD	On Time
Ferreter, Emma	K	Cedar Rapids CSD	On Time
Haskell, Lily	4 <sup>th</sup>	Cedar Rapids CSD	On Time
Hawkins, Caleb	11 <sup>th</sup>	Cedar Rapids CSD	On Time
Hoefer, Olivia	7 <sup>th</sup>	Cedar Rapids CSD	On Time
Jackson, Kendrick	K	Cedar Rapids CSD	On Time
Jacobson, Kayla	10 <sup>th</sup>	Cedar Rapids CSD	Good Cause
Johnson, Drew	K	Cedar Rapids CSD	On Time
Julka, Meera	6 <sup>th</sup>	Cedar Rapids CSD	On Time
Khor, Neo	1 <sup>st</sup>	Cedar Rapids CSD	On Time
LaRue, Charlotte	1 <sup>st</sup>	Cedar Rapids CSD	On Time
Machovec, Faith	9 <sup>th</sup>	Cedar Rapids CSD	On Time
McAdory, Isabella	K	Cedar Rapids CSD	On Time
Miller, Matthew	K	Cedar Rapids CSD	On Time
Morris, Olivia	K	Cedar Rapids CSD	On Time
Mulnik, Hayden	K	Cedar Rapids CSD	On Time
Munyakazi, Isabella	1 <sup>st</sup>	Cedar Rapids CSD	On Time
Ngo, Liam	9 <sup>th</sup>	Cedar Rapids CSD	On Time
Oakland, Eli	1 <sup>st</sup>	Cedar Rapids CSD	On Time
Oakland, Jordann	3 <sup>rd</sup>	Cedar Rapids CSD	On Time
Owings, Griffin	K	Cedar Rapids CSD	On Time
Pfeiler, Sloan	K	Cedar Rapids CSD	On Time
Robe, Davis	6 <sup>th</sup>	Cedar Rapids CSD	On Time
Rubrecht, Gavin	K	Cedar Rapids CSD	On Time
Schoeneman, Kyper	1 <sup>st</sup>	Cedar Rapids CSD	On Time
Scholl, Timothy	K	Cedar Rapids CSD	On Time
Shanahan, Myah	K	Cedar Rapids CSD	On Time
Skersick, Paul	K	Cedar Rapids CSD	On Time
Smith, Bristol	K	Cedar Rapids CSD	On Time
Svendsen, Aiden	K	Cedar Rapids CSD	On Time
Thompson, Decker	K	Cedar Rapids CSD	On Time
Thomsen, Colt	K	Cedar Rapids CSD	On Time
Valencia, Talin	4 <sup>th</sup>	Cedar Rapids CSD	On Time
Whitlock, Cole	K	Cedar Rapids CSD	On Time
Fleege, Jamison	K	Center Point-Urbana CSD	On Time
Gail, Allison	K	College CSD	On Time
Arends, Hayden	K	Marion Independent SD	On Time
Bear, Lucas	K	Marion Independent SD	On Time
Blazek, Timothy	K	Marion Independent SD	On Time
Bowers, Bree	K	Marion Independent SD	On Time
Coleman, Camden	K	Marion Independent SD	On Time
Gire, Luca	K	Marion Independent SD	On Time
Handford, Izaiah	K	Marion Independent SD	On Time
Jenatscheck, Chloe	11 <sup>th</sup>	Marion Independent SD	On Time
Kelty, Kinnick	K	Marion Independent SD	On Time
Kolodick, John	K	Marion Independent SD	On Time
Kral, Kohen	K	Marion Independent SD	On Time
Merry, Jade	K	Marion Independent SD	On Time
Neighbor, Dawson	K	Marion Independent SD	On Time
Neighbor, Dylan	3 <sup>rd</sup>	Marion Independent SD	On Time
Petersen, Rydder	1 <sup>st</sup>	Marion Independent SD	On Time
Rajkumar, Sasha	3 <sup>rd</sup>	Marion Independent SD	On Time
Rajkumar, Shika	1 <sup>st</sup>	Marion Independent SD	On Time
Ramirez, Nadiyah	K	Marion Independent SD	On Time



Name	Grade	Residing District	Reason
Janssen, Chance	10 <sup>th</sup>	Monticello CSD	On Time
Carlson, Lucas	K	Olin CSD	On Time

### Approved Out

Name	Grade	District Requested	Reason
Williams, Kayan	2 <sup>nd</sup>	Clear Creek Amana CSD	Good Cause

### Denied Out

Name	Grade	District Requested	Reason
Wandling, Lizzie	10 <sup>th</sup>	Cedar Rapids CSD	Late, no good cause

## 900: Consent Agenda

### 901: Personnel

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

Name	Assignment	Dept Action	Salary Placement
Cheney, Alyssa	OR: Student Support Services Teacher/Autism	8/15/17	BA Step 1
Fritz, Bridgette	HS: .5 Foreign Language teacher	8/15/17	BA Step 1
Hagy, Tyler	HS: Vocal Music Teacher	8/15/17	MA +45 Step 1
Janssen, Bobbie	From EH to WF 3 <sup>rd</sup> Gr Teacher	8/17/17	Same
Mittan, Kevin	From EH to WF 4 <sup>th</sup> Gr Teacher	8/17/17	Same
Pierson, Travis	EX: Computers/PLTW Teacher	8/15/17	MA +15 Step 12
Pomeroy, Elisabeth	HS: From .5 to 1.0 Math Teacher	8/17/17	Same
Sieck, Nichole	HS: Foreign Language Teacher	8/15/17	MA Step 15
Spratt, Tasha	HS: From .5 to 1.0 Language Arts Teacher	8/17/17	Same
Volken, Aleen	From EH SSS Teacher to WF 2 <sup>nd</sup> Gr Teacher	8/17/17	Same

#### ***Certified Staff: Resignation***

Name	Assignment	Dept Action	Reason
Fox, Chelsea	EX: 6 <sup>th</sup> Gr (LOA)	6/2/17	Personal
Legore, Kelsey	EX: Vocal Music Teacher	6/2/17	Other Employment
Shorter, Margaret	District: ELL Teacher	6/2/17	Relocation
Winkel, Patrice	OR: Reading Teacher	6/2/17	<b>Retirement</b>

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

Name	Assignment	Dept Action	Salary Placement
Andersen, Rex	From LRC to NE Custodian	3/27/17	Same
Baldwin, Craig	From NE to EX Custodian	3/27/17	Same
Dennis, Katie	AC: Aquatic Instructor/Lifeguard	4/3/17	\$11.00 / \$8.25
Johnson, Christian	EX: Student Support Associate	3/9/17	LMSEAA II, Step 10
Meinecke, James	AC: Aquatic Instructor	3/20/17	\$12.00/hour
Skotarek, Gerald	Four Oaks/ATLAS: Student Support Associate	3/23/17	LMSEAA II, Step 6
Sykes, Karen	From EX to LG Custodian	3/27/17	SEIU C, Step 11
Timp, Taylor	From .5 NE to .5 NE/.5 LG Student Support Assoc	3/8/17	Same

#### ***Classified Staff: Resignation***

Name	Assignment	Dept Action	Reason
Noth, Ruth	NS/BW: SDS Manager/General Ed Asst	6/30/17	<b>Retirement</b>
Snell, Theresa	EX: Custodian	5/31/17	<b>Retirement</b>
Zimmer, Michele	HS: 9/10 Building Secretary II	4/6/17	Relocation

### ***Extra-Curricular: Resignation***

Name	Assignment	Dept Action	Reason
Gasper, Matt	EX: Head 7 <sup>th</sup> Gr Football Coach	3/23/17	Personal
Hajek, Alex	EX: Head 8 <sup>th</sup> Gr Football Coach	3/23/17	Personal
Handke, Josh	HS: Head 9 <sup>th</sup> Gr Boys Basketball	4/3/17	Personal

#### 902: Approval of March 6<sup>th</sup> Minutes

*Exhibit 902.1*

#### 903: Approval of Bills

*Exhibit 903.1*

#### 904: Approval of Contracts

*Exhibits 904.1-8*

1. Change order with Garling Construction for the High School kitchen remodel and Oak Ridge Middle School cafeteria expansion projects for a credit of \$1,397.40.
2. Professional services agreement with Shive-Hattery Architecture & Engineering to provide civil, mechanical, and electrical engineering and construction administration services for the LRC fire sprinkler system for a total of \$21,000.
3. Amended fee proposal with OPN Architects relating to the revised master planning/bond issue services for the proposed added fee of \$49,250.
4. Agreement of service with Timberline Billing Service, LLC regarding the accessing of Medicaid reimbursement for covered school-based services.
5. 28E agreement with Cedar Rapids CSD and College CSD to provide a shared secondary school program option called Iowa BIG (BIG) for the students of CRCSD, CCSD, and LMCSO from February 15, 2017 to June 30, 2018.
6. Professional services agreement with Mercy Family Counseling for 2017-18 school year.
7. Agreement with Association for Supervision and Curriculum Development (ASCD) for Consultants Pete Hall and Alisa Simeral to lead two professional learning opportunities for staff at the High School for a total of \$8,000.
8. Preventative maintenance agreement with Push-Pedal-Pull for the High School exercise equipment (refer to exhibit 904.8 for itemized listing).
9. Interagency agreements for educational programming with Burlington CSD (1), Cedar Rapids CSD (5), College Community SD (1), Des Moines Independent CSD (1), Iowa City CSD (2), and Nevada CSD (1). *For student confidentiality, no exhibits provided.*

#### 905: Overnight Fieldtrip Requests

*Exhibits 905.1-2*

1. Overnight fieldtrip request from Dan Niemitolo for Robotics to attend regionals in La Crosse, Wisconsin from April 12<sup>th</sup> through April 15<sup>th</sup>, 2017.
2. Overnight fieldtrip request from Dan Niemitolo for Robotics to attend world championships in St. Louis, Missouri from April 26<sup>th</sup> through April 29<sup>th</sup>, 2017. *To meet the four-week submission deadline stated in board policy, submitting prior to qualifying.*

#### 906: Informational Reports

*Exhibits 906.1-2*

1. Financials and Cash Balance as of February 29, 2016
2. Financials and Cash Balances as of February 28, 2017

#### 907: Disposition of Obsolete Equipment

Per Iowa Code (§§ 297.22-25) and board policy 902.6, the district will list for sale obsolete equipment/furnishings on the [Linn-Mar website>Quick Links>GovDeals](#). *Current items for sale: end tables (2), Craftsman jointer (1), radio arm saw (1), compact vibratory plate (1), and metal band saw (1).*

908: Approval of the Consent Agenda **Motion 170-04-10**

Motion AbouAssaly, second Nelson to approve the consent agenda as presented with the walk-in, personnel exhibit. Voice vote. All ayes. Motion carried. The retirements included were recognized for their service.

**1000: Communications, Announcements, and Transmittals**

Communication and calendar items were reviewed.

**1100: Adjournment** **Motion 171-04-10**

Motion Nelson, second Weaver to adjourn at 8:54 PM. Voice vote. All ayes. Motion carried.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary

*Minutes submitted by Angie Morrison*

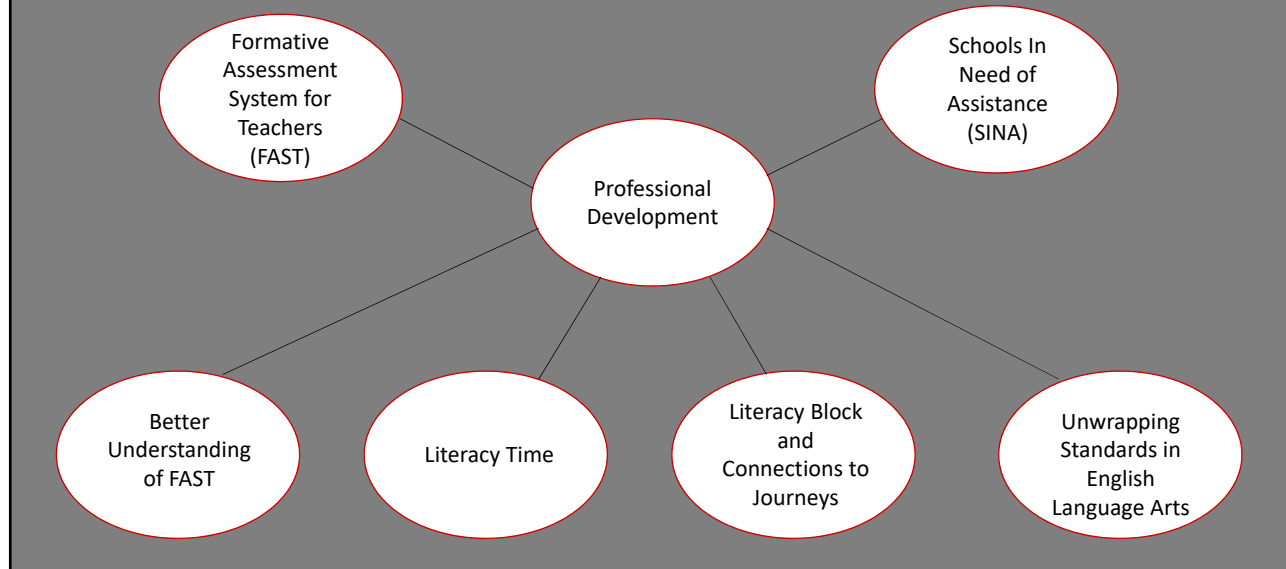
# MTSS at Linn-Mar Elementary

Elementary Administration and Grant Wood Literacy Consultant

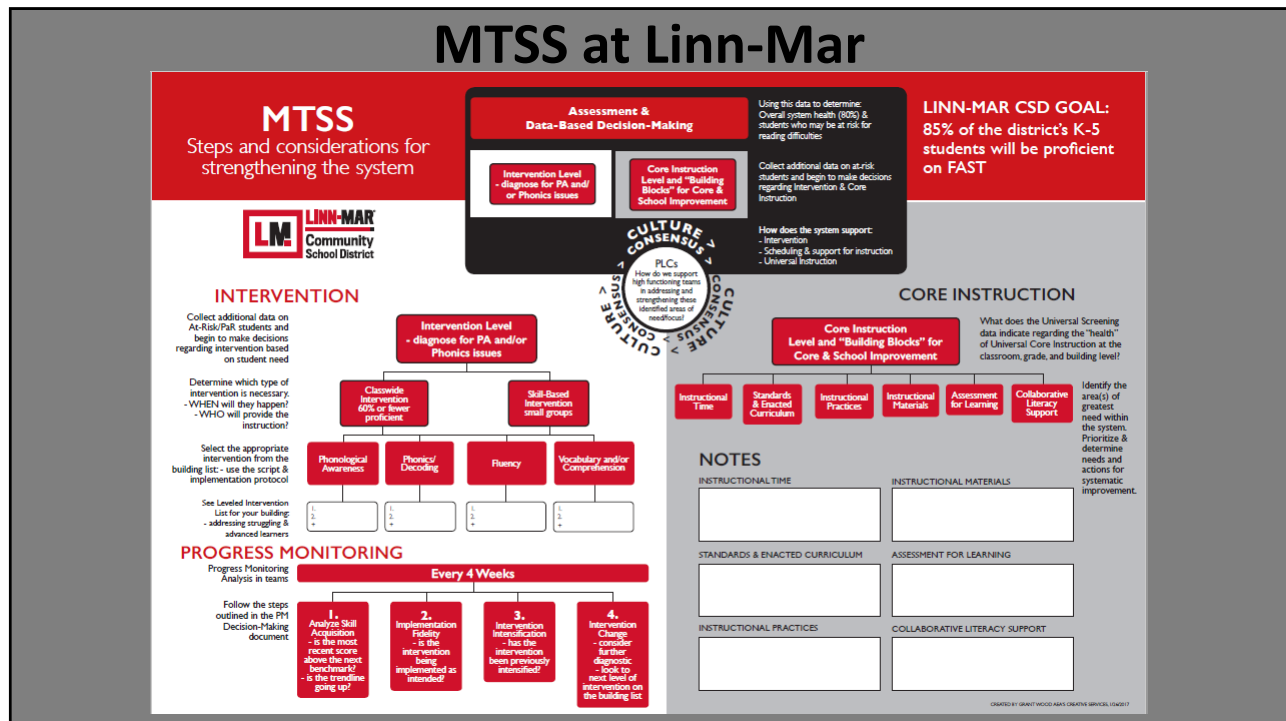
## Outcomes

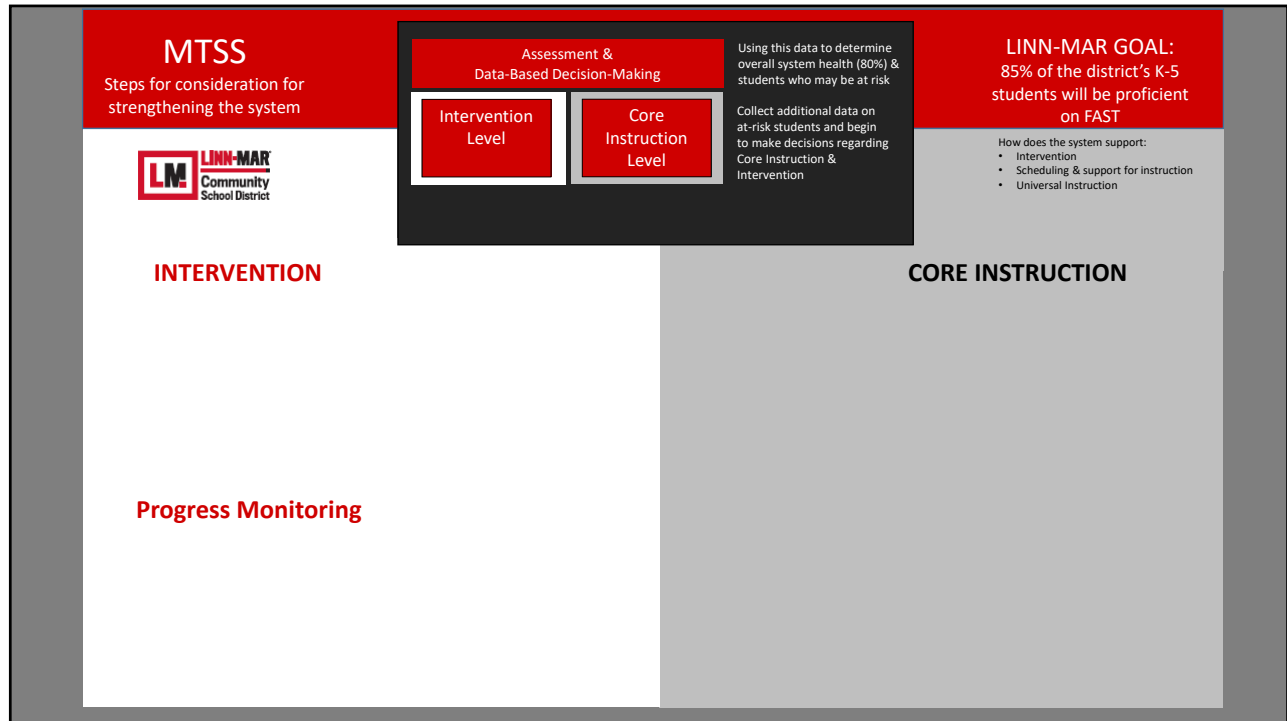
- What do we want students to learn?
- How will we know if they have learned it?
- What will we do if they don't learn?
- What will we do if they already know it?

# Journey



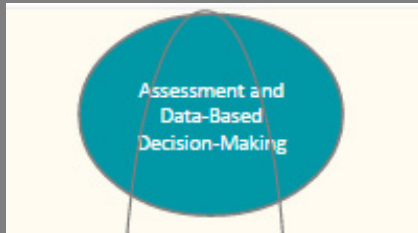
## MTSS at Linn-Mar



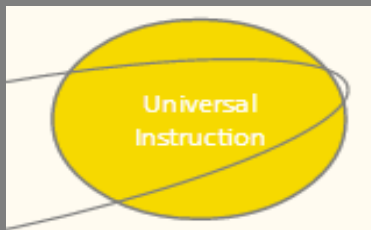
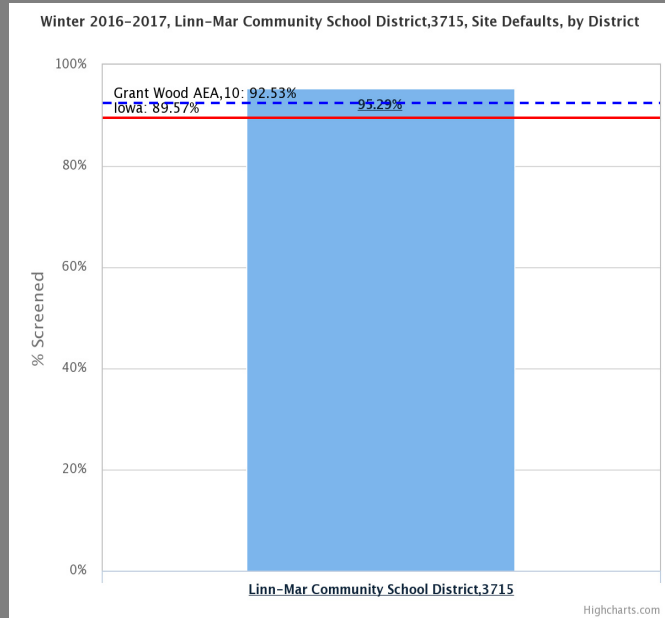


## Healthy Indicators and MTSS

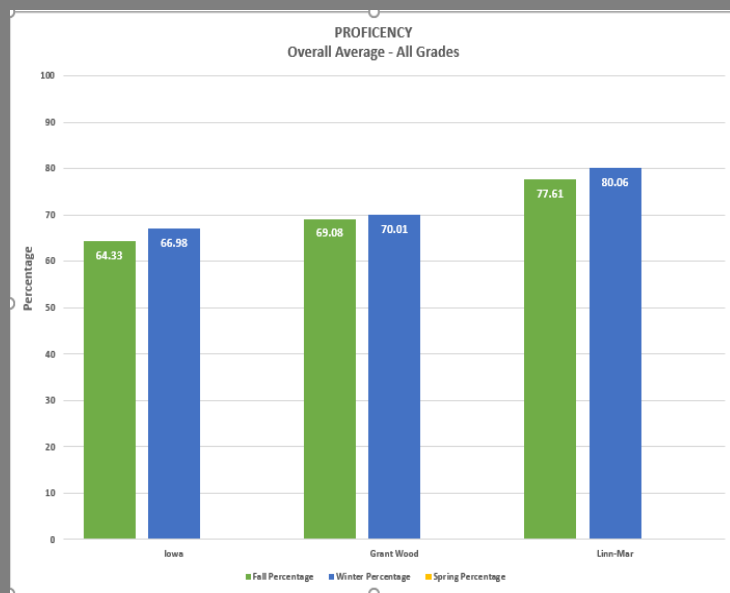


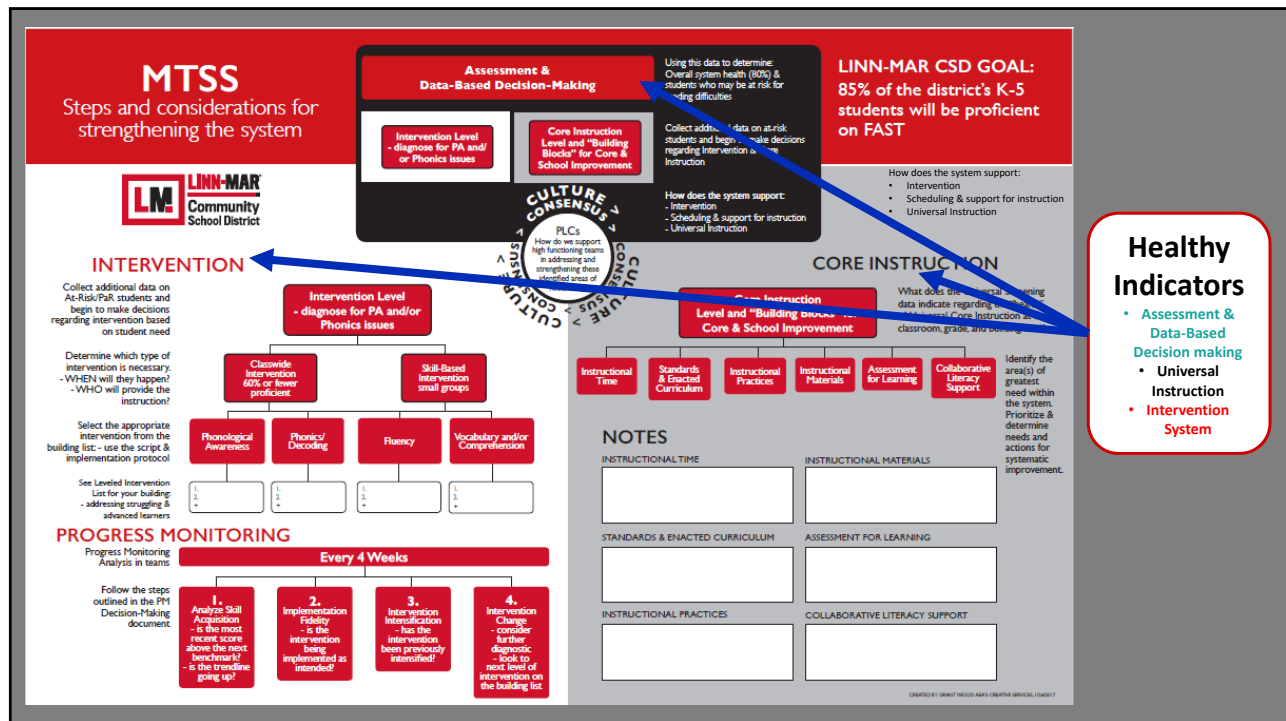
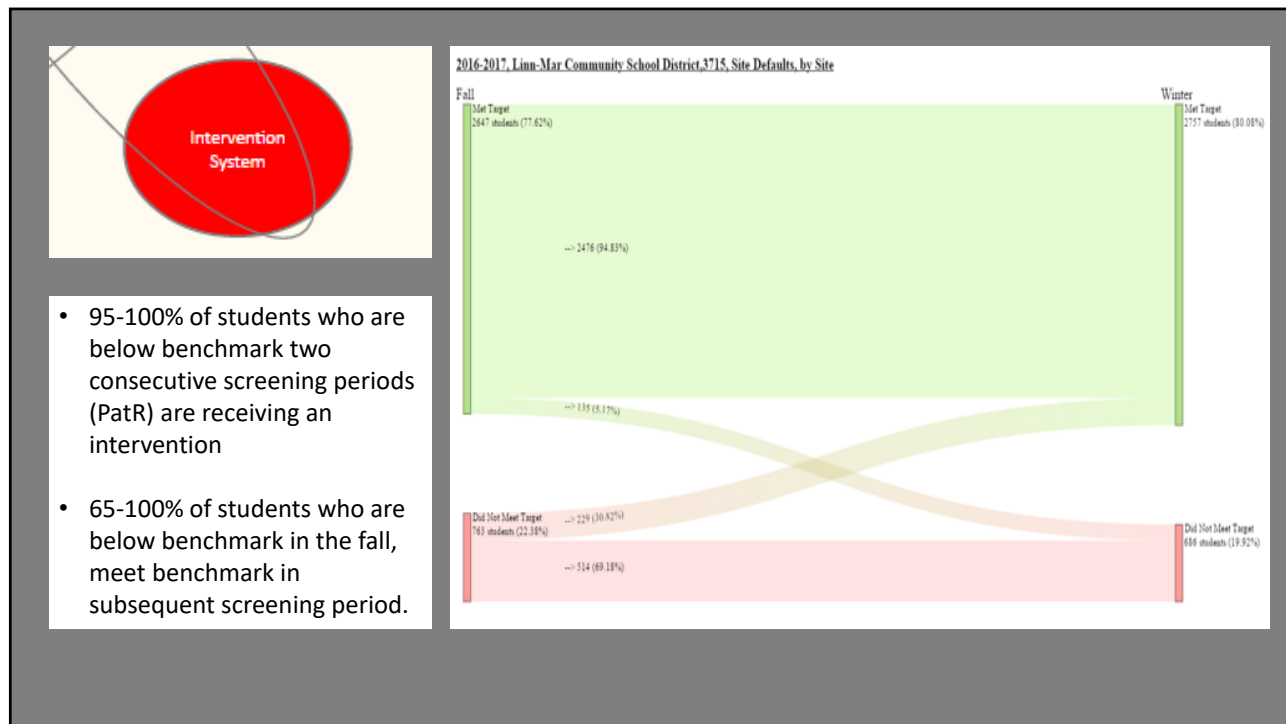


- 95-100% of the students screened
- 90-100% of students not at benchmark are progress monitored 90% of the time

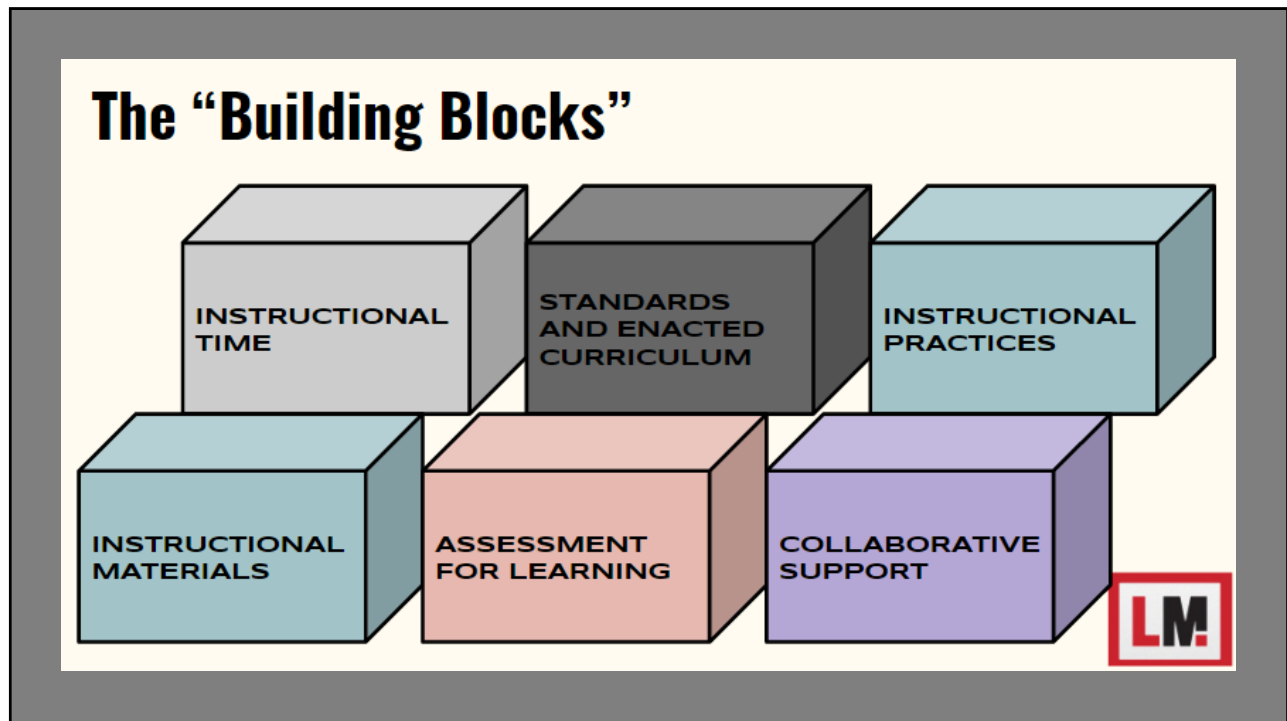
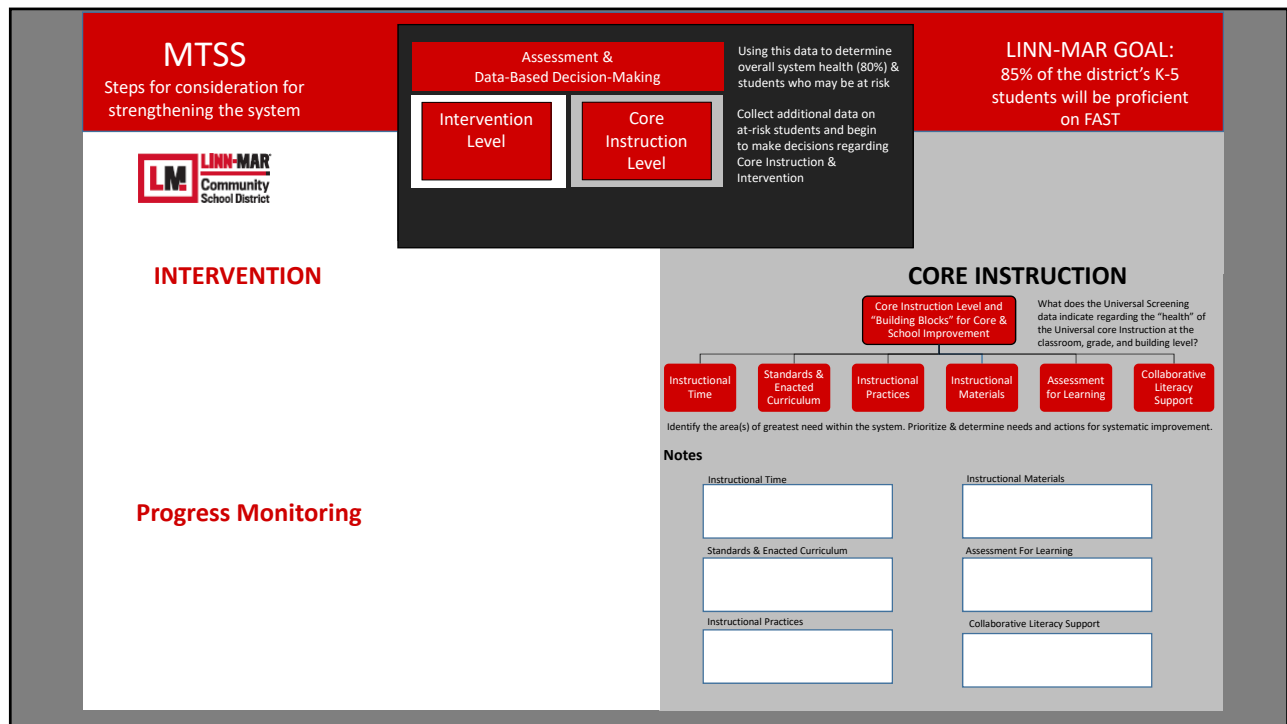


- 80-100% of students are at benchmark
- 95-100% of students who are at benchmark stay at benchmark

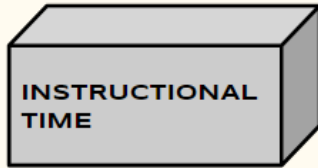






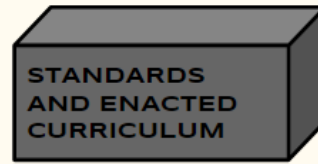


# The “Building Blocks”



**Are 90-120 minutes of instructional time scheduled and protected for Universal Core literacy learning?**

- Instructional time is available -- systematically-- in order to ensure high-quality educational experiences for all students



**Do administrators and teachers regularly engage in professional learning focused on the Iowa Core Literacy Standards?**

- Sufficient knowledge of the content, knowledge, and skill required by the Standards



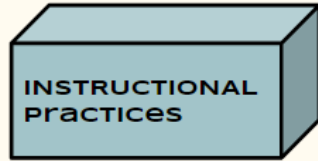
## INTEGRATION OF KNOWLEDGE AND IDEAS

7. Use information gained from the illustrations and words in a print or digital text to demonstrate understanding of its characters, setting, or plot. **(RL.2.7)**

What will students do? (verbs or skills)	With what knowledge or concept? (nouns or direct instruction)	In what context?	Level of thinking (DOK)	Student Learning Targets (I Can Statements)
use	Information	illustrations	1 or 2	I can use pictures and words to help me understand what I read.  I can show my understanding of the characters, setting and plot of a story.
use	Information	words	1 or 2	
use	information	digital text	1 or 2	
Demonstrate	Understanding of characters, setting, & plot	illustrations	1 or 2	
demonstrate	Understanding of characters, setting, & plot	words	1 or 2	
Demonstrate	Understanding of characters, setting, & plot	digital text	1 or 2	
<b>Vocabulary</b>				

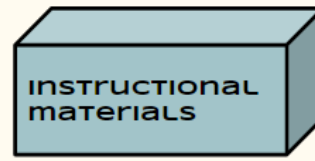
Key elements: characters, setting, and plot

## The “Building Blocks”



**Do teachers have sufficient knowledge of research-based, high leverage instructional practices to deliver the Iowa Core Standards?**

- Research based approaches, applications, and/or routines that fuel effective and efficient classroom interaction.
- Research based practices with effect sizes that link to student achievement.

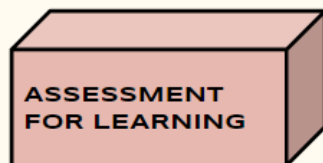


**Do teachers have access to universal materials that are reflective of the Shifts and major features of the Iowa Core Standards?**

- Ongoing training and support for implementation
- School-wide, System-wide



## The “Building Blocks”



**Are teachers collecting daily evidence of student learning based on the Learning Goals and Success Criteria?**

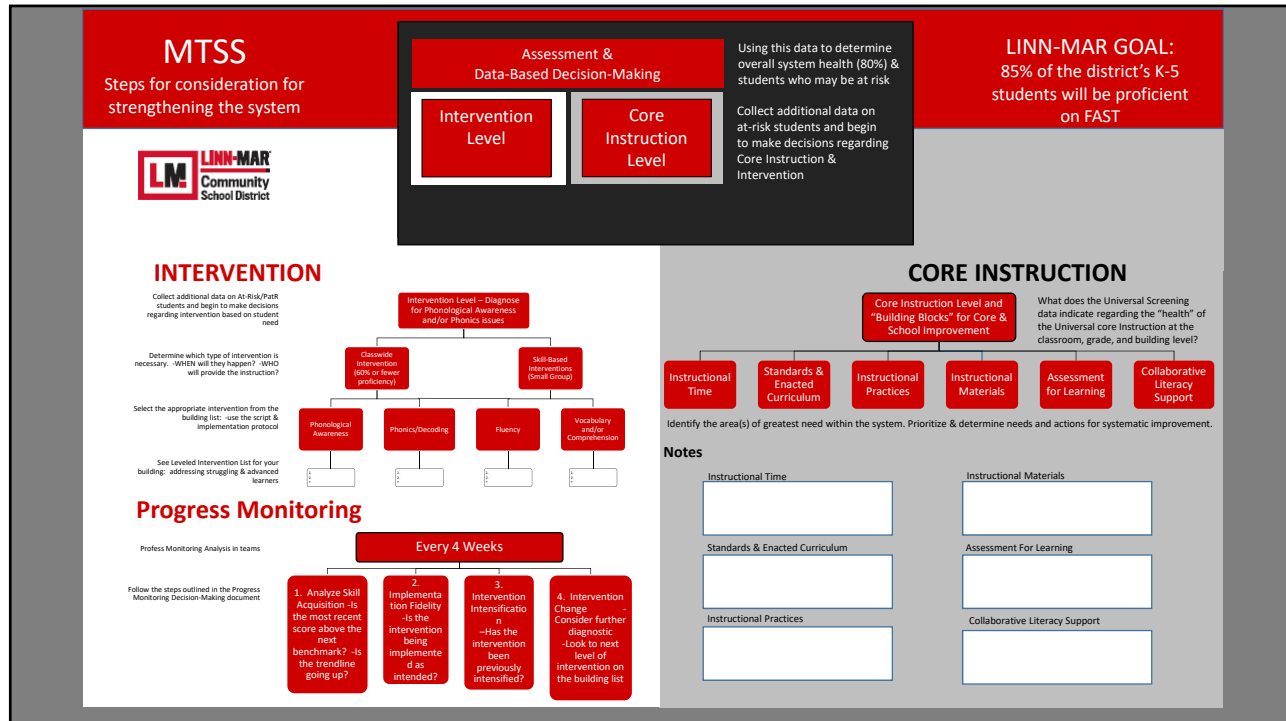
- Teachers using high-quality formative assessment practices to collect evidence of student learning
- Teacher clarity on learning goals and what it looks like for students to meet them



**Is there a culture and set of processes in place for collaboration among administration, teaching staff, and parents that addresses achievement in reading and language arts skills?**

- A collaborative culture - both internally and externally around student success - individually and school-wide





## MTSS - Reading

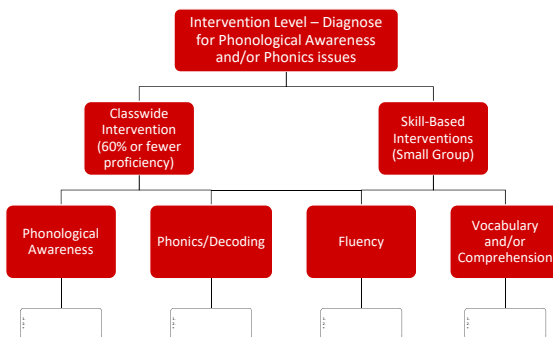
### INTERVENTION

Collect additional data on At-Risk/PatR students and begin to make decisions regarding intervention based on student need

Determine which type of intervention is necessary. -WHEN will they happen? -WHO will provide the instruction?

Select the appropriate intervention from the building list: -use the script & implementation protocol

See Leveled Intervention List for your building: addressing struggling & advanced learners



## MTSS - Math

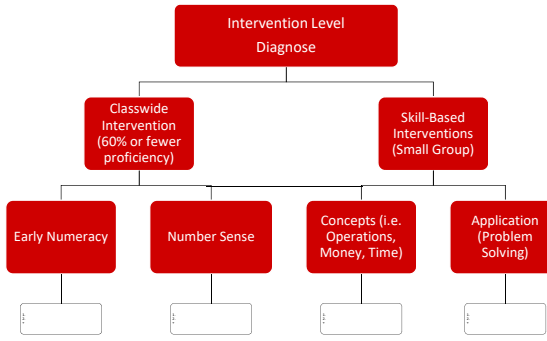
### INTERVENTION

Collect additional data on At-Risk/PaTR students and begin to make decisions regarding intervention based on student need

Determine which type of intervention is necessary. -WHEN will they happen? -WHO will provide the instruction?

Select the appropriate intervention from the building list: -use the script & implementation protocol

See Leveled Intervention List for your building: addressing struggling & advanced learners



## MTSS - PBIS

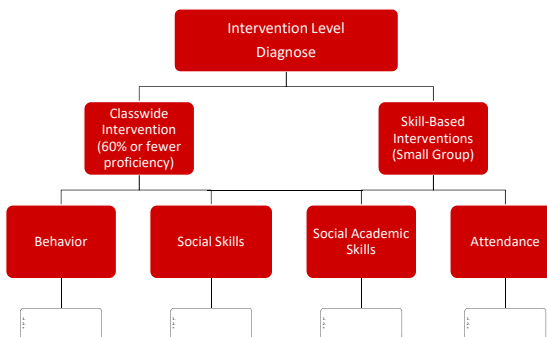
### INTERVENTION

Collect additional data on At-Risk/PaTR students and begin to make decisions regarding intervention based on student need

Determine which type of intervention is necessary. -WHEN will they happen? -WHO will provide the instruction?

Select the appropriate intervention from the building list: -use the script & implementation protocol

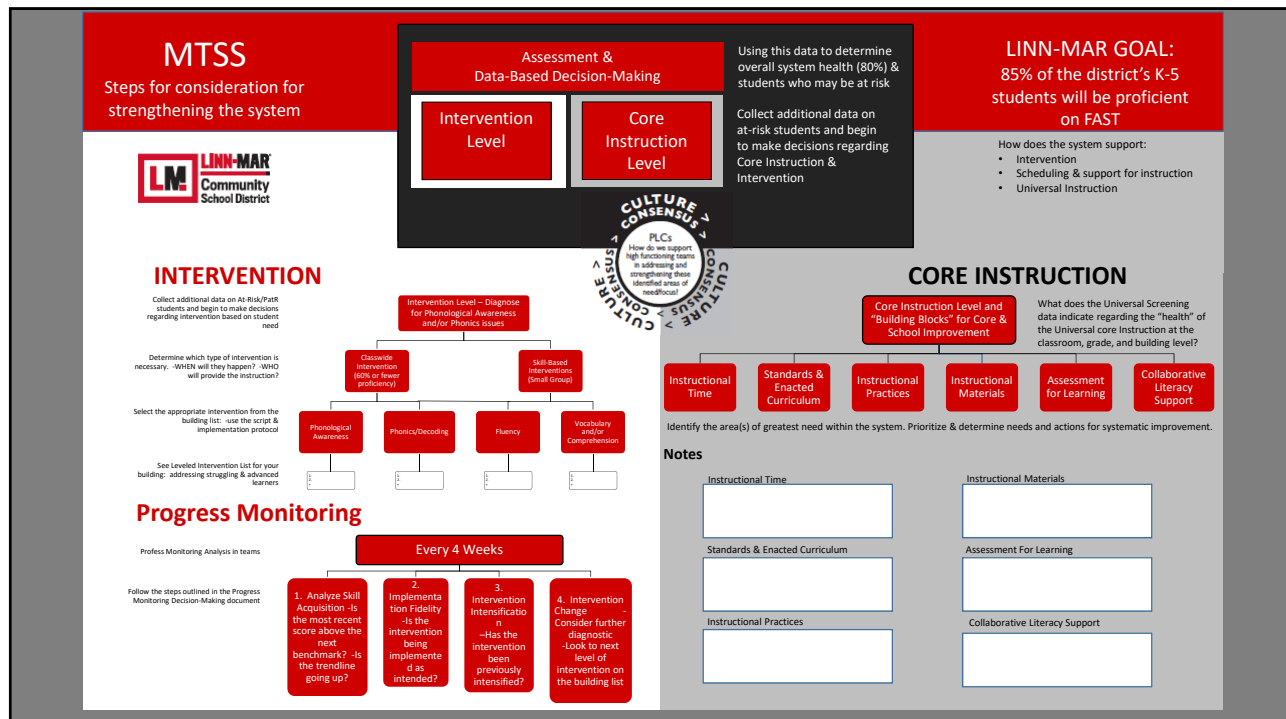
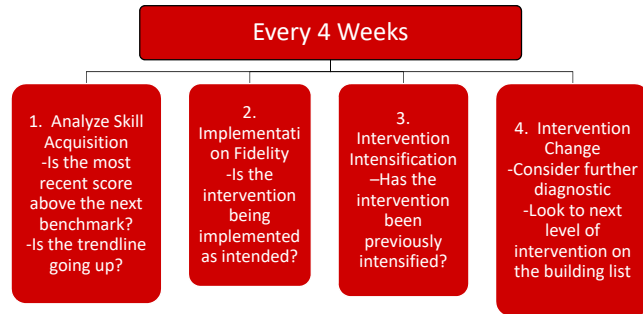
See Leveled Intervention List for your building: addressing struggling & advanced learners

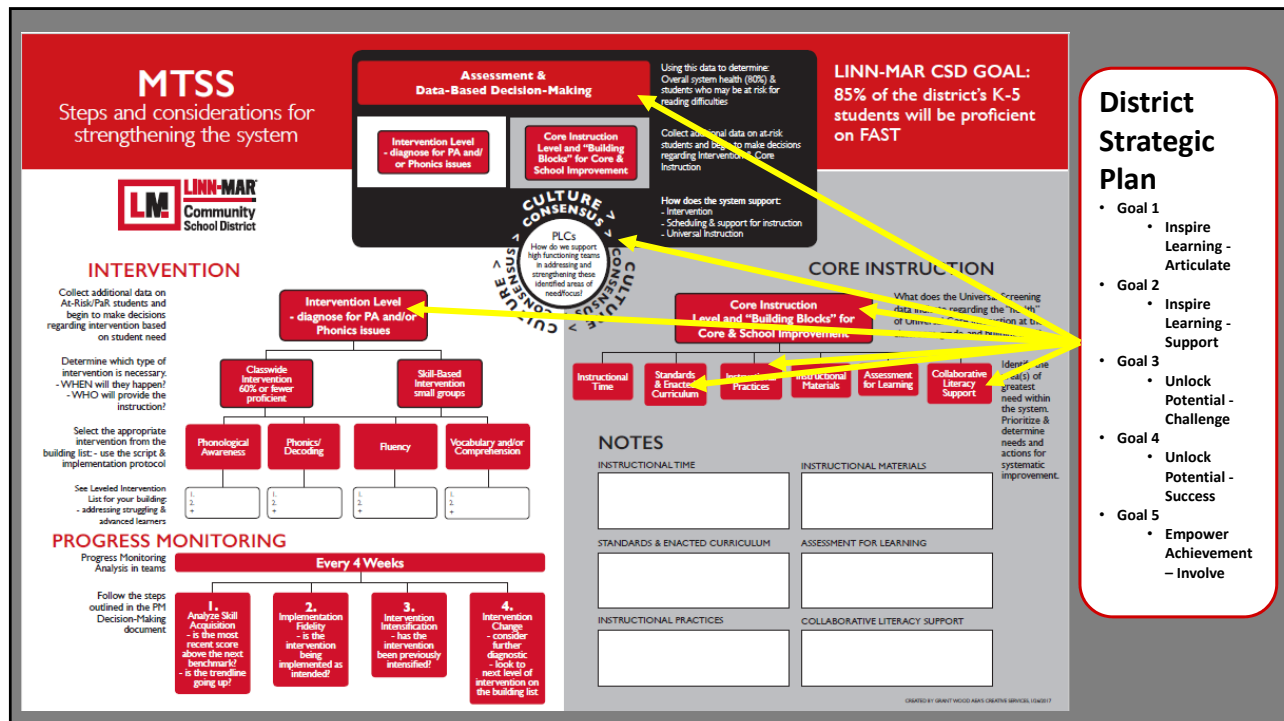
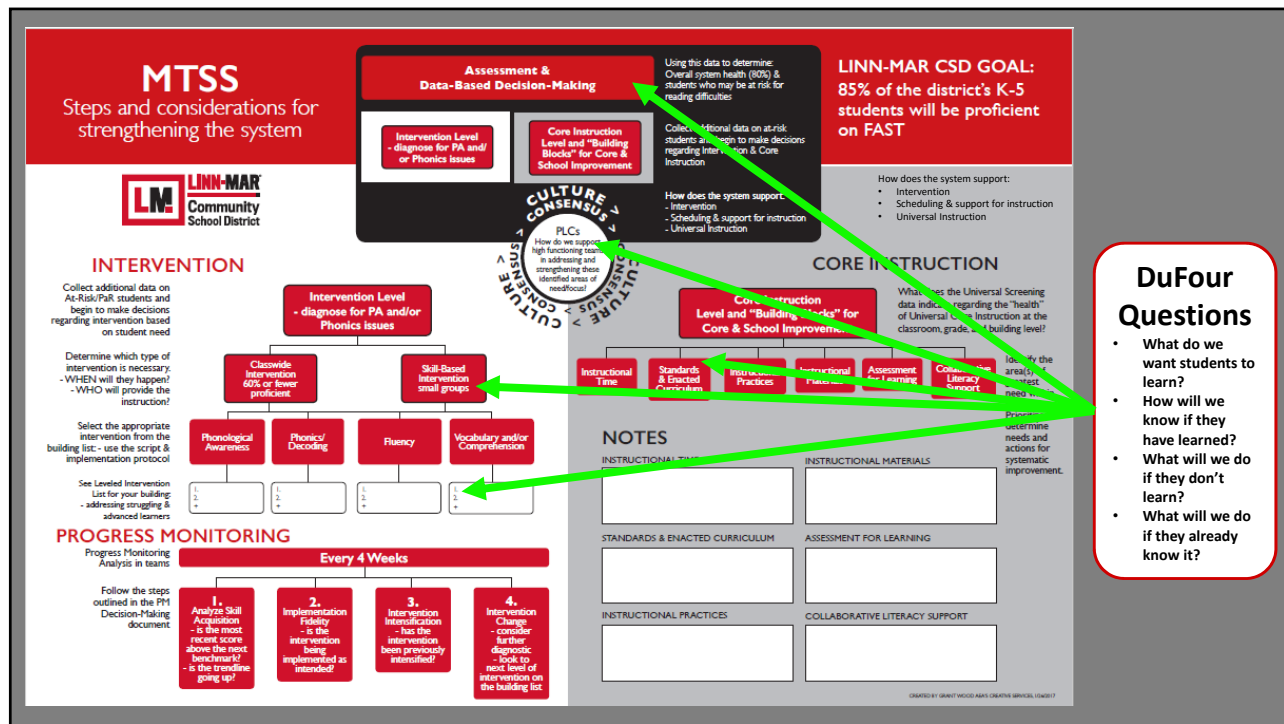


# Progress Monitoring

Progress Monitoring Analysis  
in teams

Follow the steps outlined in  
the Progress Monitoring  
Decision-Making document





## Outcomes

- **What do we want students to learn?**
  - Core Instruction (Content)
  - PBIS
- **How will we know if they have learned it?**
  - Assessments/Universal Screeners
  - Office Referral Data
- **What will we do if they don't learn?**
  - Diagnostic
  - Level of Intervention
  - Progress Monitor
- **What will we do if they already know it?**
  - Intervention Plus





**Board Book: April 10, 2017**Inspire Learning. **Unlock Potential. Empower Achievement.**

PATHWAYS		TECHNOLOGY		FACILITIES	
Goal #1 Inspire Learning	Goal #2 Inspire Learning	Goal #3 Unlock Potential	Goal #4 Unlock Potential	Goal #5 Empower Achievement	Goal #6 Empower Achievement
<i>Articulate</i>	<i>Support</i>	<i>Challenge</i>	<i>Success</i>	<i>Involve</i>	<i>Build</i>
<i>Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.</i>	<i>Create effective and agile organization that is individually responsible to the needs of the whole child.</i>	<i>Become an excellent learning organization through a culture of continuous improvement.</i>	<i>Maximize achievement by increasing digital literacy utilizing 21<sup>st</sup> century digital tools.</i>	<i>Enhance engagement opportunities through focused strategic partnerships.</i>	<i>Construct physical learning environments using fiscally responsible and sustainable practices.</i>

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**Goal #1: Inspire Learning (Articulate)**

*Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.*

**Year 1:**

Strategic Initiatives	Measures of Success
Develop a framework for students to experience and successfully pursue post-secondary career offerings.	Begin baseline tracking and reporting of % college acceptance rates (2017-18) and graduation rates (2011-2017) in order to establish reliable benchmark targets and enhance program offerings. {Improve college acceptance and college graduation rates (post-secondary student success metrics)}
Review policies to ensure the district's theory of action for teaching and learning is articulated.	By summer 2017: Administration will work with Policy Committee to review, edit, and recommend policy changes, if necessary (Instructional Consistency).
Curricular alignment to essential knowledge and skills supported by a coherent and aligned assessment system.	K-4: In 2017-18, in the area of literacy (reading, foundational, literature, and informational text and writing) we will document unwrapped standards, student "I can" statements, and identification of priority standards (on report card). Once priority standards are determined, we will begin to work on developing assessments and rubrics that ensure priority standards are being learned by students.
	Grades 5-7: In 2017-18, common assessments will be created for each unit of study in all subject areas. The creation of a middle level report card based on standards will be developed. Common assessments and the middle level report card will be used for reporting purposes in the 2017-18 school year.
	Grades 10-12: By the fall of 2017, identification of priority standards will be documented (via PowerSchool) to ensure priority standards are being learned by students.
	High School: By 2017-18 the Linn-Mar High School Program of Studies will be updated to include Iowa BIG. This allows for a more aligned curriculum for core courses, AP coursework, and Kirkwood offerings.
	Special Education Programming: By the end of 2017-18, using Iowa's Specially Designed Instruction Framework, a core special education group will analyze the recommended key components and critical features to operationally define specially designed instruction in our district.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

**Updates on Goal #1: Inspire Learning (Articulate)**

*Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.*

***No updates at this time***

## Goal #2: Inspire Learning (Support)

*Create effective and agile organization that is individually responsible to the needs of the whole child.*

### Year 1:

Strategic Initiatives	Measures of Success
Individualized and data-driven instruction.	During the 2017-18 school year, all schools will plan for individualized academic interventions (priority standards/content) for all students regardless of need based on an understanding of child development and learning theories within PLCs 100% of the time as measured by team notes. PLCs will develop and implement differentiated classroom instructional opportunities (in specified areas per grade level) for all students. Measure: The use of common formative assessments to differentiate instruction.
	Explore opportunities to better communicate pathway opportunities for students through better articulation during instruction.
Each student enters school healthy and learns about/practices healthy lifestyle.	Develop a Health Curriculum Committee to review health education guidelines and determine district needs. Final recommendations will be made by June of 2017.
	Work with Community Relations on a communications plan to engage parents prior to students entering school regarding wellness and well-being of children to be completed in spring 2017.
Each student learns in a physically and emotionally safe environment.	Staff, students, and family members establish and maintain school and classroom behavioral expectations, rules, and routines that teach students how to manage their behavior and help students improve problem behavior.
	Schools teach, model, and provide opportunities to practice social-emotional skills, including effective listening, conflict resolution, problem solving, personal reflection and responsibility, and ethical decision making.
	Mental Health Needs: In 2017-18, continue partnerships and continue to explore additional family/staff education opportunities as they arise.
	Throughout the 2017-18 school year, Board of Education members will serve as PBIS "School Champions" and report school successes as part of regular board meetings in order to facilitate district-wide communication and support of the program.
	In 2017-18, schools will report goals, benchmarks and outcome data regularly through the Board Book.
	As a district focus on making connections with kids. Progress will be tracked via Gallup Poll and Olweus.
	ALICE Trainings: begin classroom lessons, communication on training with staff, families, and community, active trainings to begin spring or early fall.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

**Updates on Goal #2: Inspire Learning (Support)***Create effective and agile organization that is individually responsible to the needs of the whole child.***Equity Committee:** The final meeting of the year was held on April 5th and topics of discussion included:

- Determination of Shirley Pantini Award for 2016-17. This award will be presented during the April 24th staff professional development day.
- The Human Resources Department shared an update on the district's Affirmative Action plan.
- Policies and procedures in the district's Multi-Cultural Gender Fair Plan were reviewed.

**9<sup>th</sup> Grade Orientation for Fall 2017:**

As we continue to provide a thorough and welcoming transition to high school for our new 9<sup>th</sup> grade students, we believe it is time to expand our past efforts. For over 20 years one of our major transition events is the 9<sup>th</sup> grade orientation prior to the first day of school. This has taken place at night and while we are pleased that attendance has traditionally averaged over 85% for the orientation, a significant number of students either are unable or do not attend. With a possible class of 600 entering in the fall of 2017, this means just under 100 students would not be at the orientation. Furthermore, we continually find that we must expose to, present to, and train 9<sup>th</sup> grade students in academic, activity, and social areas prior to the first day of school.



With this in mind, a group of primarily 9<sup>th</sup> grade teachers in our building have led the effort to have the first day of classes, August 23rd, be a 9<sup>th</sup> grade only day at Linn-Mar High School. The focus for the day will be on way-finding, practicing the daily schedule, introduction to different student services, lunch procedures, rules and regulations/*LMHS Student Handbook*, technology set up/sign in, student activities fair, classroom procedures, and student interaction opportunities.

I fully support this idea and I have proposed it to all four LMHS Student Advisory Councils and let our LMHS Parent Advisory Council and LMHS Faculty know of the direction we are heading. It is a significant departure from simply having one evening for orientation, however, after seeing what several other larger high schools are doing to orient 9<sup>th</sup> grade students to their buildings, it seems this is an appropriate and necessary move to ensure that all of our 9<sup>th</sup> grades students have a successful start to high school.

## Goal #3: Unlock Potential (Challenge)

*Become an excellent learning organization through a culture of continuous improvement.*

### Year 1:

Strategic Initiatives	Measures of Success
Promote understanding of total compensation at Linn-Mar and recognize compensation as a competitive tool to drive organizational results.	Conduct a thorough job analysis for each certified and classified position over the 2017-18 school year.
Provide ongoing professional development for teaching staff that supports core instruction, interventions and curriculum implementation.	Create and implement a three-year flexible, professional development plan; thoughtfully allocating state categorical funding to support PD plan. This plan will be shared with the Board of Education in the winter of 2016-17.
	Throughout the 2016-17 school year, provide professional learning at each PDD on measuring the success of specific teaching strategies in an effort to identify and know how to utilize the most 'high impact' learning strategies. (Many resources can be used to do this including Hattie's Visible Learning and Marzano's Art and Science of Teaching).
Effective and efficient use of data.	By March 2017, we will develop a foundational understanding of Smarter Balanced Assessment with staff, students, and community and be prepared to implement Smarter Balanced for the 2017-18 school year.
	Explore dashboard (performance metrics) possibilities for % of students in AP/honors/IB; % of students who show academic growth on NWEA, FAST, Iowa Assessment; % of students who achieve IEP Goals; and other relevant "predictive gateways" for academic success.
Curriculum, instruction, and assessment demonstrate high expectations for all students.	Using relevant achievement gap information, identify opportunities to increase the number of students performing at or above grade level in math and reading.
	Expand early literacy within the early childhood programs by using creative curriculum assessment information to drive instruction.
	Provide substantive support to enhance math and reading skills PreK-5.
	During the 2016-17 school year, identify all level 3 and level 4 questions used on all common formative or summative assessments within each course at the high school level.
	During the 2016-17 school year we will closely monitor and update our stakeholders as appropriate, federal and state initiatives including Smarter Balanced, ESSA, ELI and CASA.
	By the end of 2016-17, develop a K-8 standards based report card.

## Goal #3: Unlock Potential (Challenge) *Continued*

*Become an excellent learning organization through a culture of continuous improvement.*

### Year 1:

Strategic Initiatives	Measures of Success
Becoming deliberately developmental about our staff as we shift from "Human Resources" to "Talent Management".	Research well-being and insurance models/best practices and explore community partnerships (Ex. Blue Zones) to improve Linn-Mar and community health and well-being, reduce health care claim costs from five-year historical averages, and enhance productivity.
	Reduce employee workers compensation claims from five-year average info.
	By spring 2017, develop integrated marketing and communications programs that position Linn-Mar as the district of choice for world class teaching, learning and student achievement. Develop and begin to execute and assess integrated strategic marketing and communications programs, both internal and external, to strengthen, promote and protect Linn-Mar's brand identity, relevance, accomplishments and excellence.
	Explore opportunities to expand mentor programs for all employee groups and leverage their talent/knowledge to improve our overall performance.
	Work to create and maintain a predictable, respectful, compliant, labor relations environment, alignment and consistency with the overall employee relations strategy based on proactive and open communications.
	Research comprehensive and engaging performance management plans for classified and professional staff.
	Foster a positive, engaging, diverse and inclusive work environment while identifying and responding to the changing needs of the Linn-Mar community.
Cultivate a high achieving performance culture.	Revise recruitment strategy and branding program by late winter (2016-17).
	Always promote a school culture with the belief system of all students can learn.

**Goal #3: Unlock Potential (Challenge) *Continued***

*Become an excellent learning organization through a culture of continuous improvement.*

**Year 1:**

Strategic Initiatives	Measures of Success
Strengthen leadership capability throughout Linn-Mar to promote high levels of performance and productivity and sustain excellence.	Make school building-level communication the major focus of the communication efforts.
	Provide training to district leaders to address all aspects of the employee life cycle.
	Begin to develop a leadership ladder (succession planning) throughout Linn-Mar in all employee groups with a focus on recruitment and retention.
	Identify employee skill gaps, provide opportunity for improvement/workout plan or coaching out (coach up or counsel out).
	School Board, district leaders, and building administrators continually seek to improve knowledge of upcoming trends in education and research on school improvement by having memberships to professional organizations, attending relevant conferences, and networking with other administrative professionals.
	Board Policy Committee to develop and deploy Board Learning Plan and work to strategically align all board committee work under the Strategic Plan.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***



## Updates on Goal #3: Unlock Potential (Challenge)

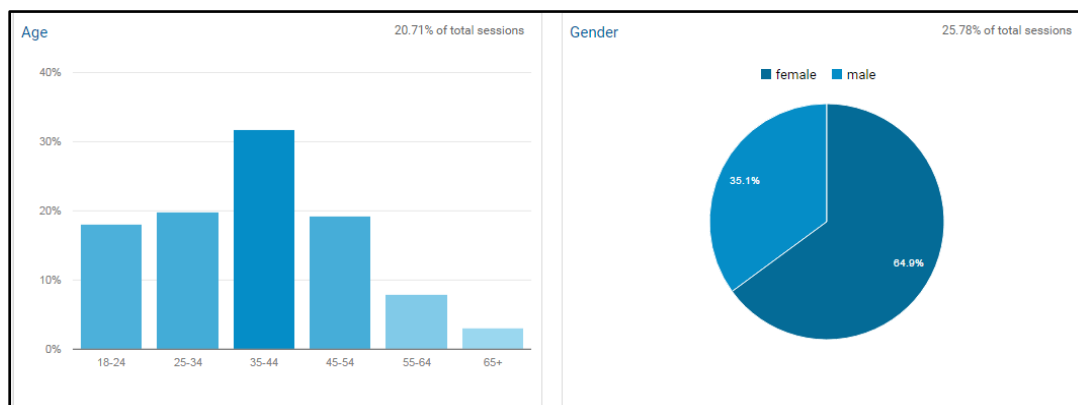
*Become an excellent learning organization through a culture of continuous improvement.*

**Coffee Conversation:** Hosted at the High School Pride Rock Commons on Saturday, April 8th at 8:30 AM by Board Members Rene Gadelha and Clark Weaver along with Superintendent Shepherd. Students, families, community members, and staff are always invited to join in the conversation about district events. Coffee provided!

**January Professional Development Day Rescheduled Date:** The January 16th Professional Development Day for staff was postponed due to weather. The rescheduled date has been set as Thursday, June 1st, which was originally scheduled to be a work day for K-8 staff and a comp day for 9-12 staff. June 2nd will be the new date for the K-8 work day and 9-12 comp day.

**Communications Department:** Website analytics from January 24th thru March 31st show:

- There have been a total of 283,681 total sessions with 102,258 users
- There have been 660,359 page views with an average pages-per-session of 2.33 and an average session duration of 00:02:04
- 36% of the sessions are new compared to 84% returning users
- Site demographics show the percentage of gender and age ranges visiting the website:



- The following graphic shows the country of origin with the majority from the US followed by India.

Country	Sessions	% Sessions
1.  United States	281,394	99.19%
2.  India	452	0.16%
3.  Canada	200	0.07%
4.  Philippines	165	0.06%
5.  Saudi Arabia	136	0.05%
6.  United Kingdom	130	0.05%
7. (not set)	111	0.04%
8.  Brazil	84	0.03%
9.  Japan	70	0.02%
10.  United Arab Emirates	63	0.02%

- The overwhelming majority of visits to the website are to the home page. The High School page and the student fee schedule are the most visited pages after the home page. Visitors also frequently access the individual school pages where they are able to find contact information. Other commonly visited pages include Oak Ridge Middle School, district calendar, staff directory, and human resources.
- The most common landing page (the page through which visitors access the site) is the home page (74.24%), followed by the High School page (2.26%), and finally the mobile page (1.56%).
- The following graphic shows interaction data that includes page views, unique page views, and the average time spent on each page:

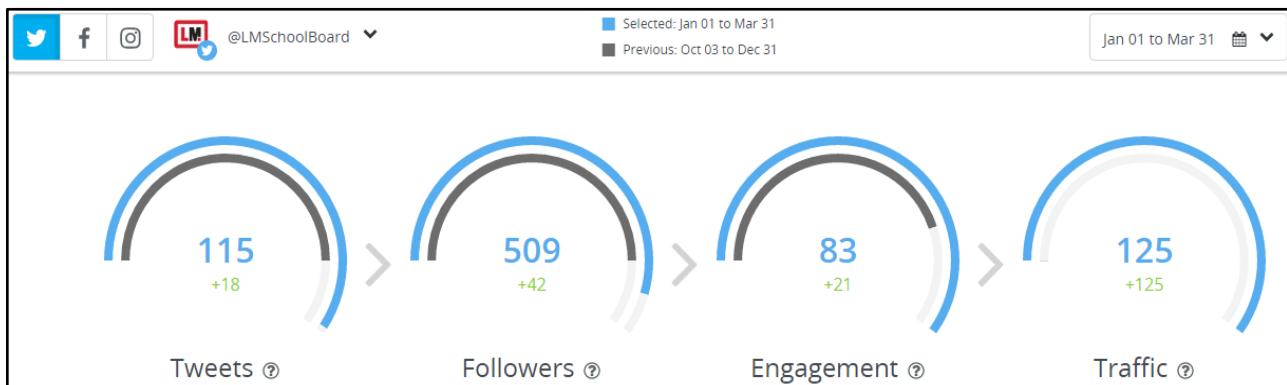
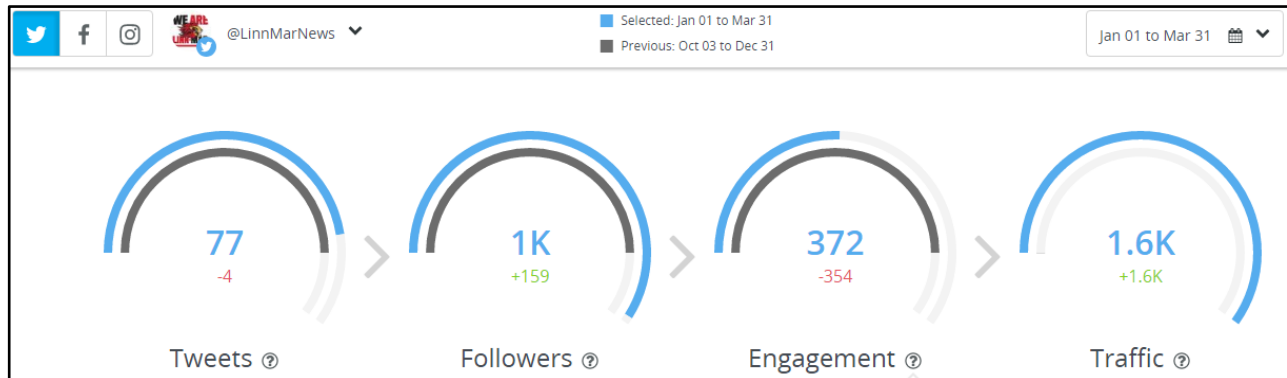
Page ?	Pageviews ? ↓	Unique Pageviews ?	Avg. Time on Page ?
	660,359 % of Total: 100.00% (660,359)	505,331 % of Total: 100.00% (505,331)	00:01:34 Avg for View: 00:01:34 (0.00%)
1. /	285,934 (43.30%)	221,530 (43.84%)	00:02:24
2. /school/linn-mar/	31,249 (4.73%)	23,557 (4.66%)	00:00:46
3. /students-staff/student-fee-schedule/	21,336 (3.23%)	15,431 (3.05%)	00:01:11
4. /calendar/	19,530 (2.96%)	15,326 (3.03%)	00:02:19
5. /district/directory/	17,590 (2.66%)	13,213 (2.61%)	00:02:41
6. /school/oak-ridge/	12,833 (1.94%)	9,181 (1.82%)	00:00:38
7. /schools/	11,055 (1.67%)	8,668 (1.72%)	00:00:18
8. /district/departments/human-resources/	9,542 (1.44%)	7,008 (1.39%)	00:02:05
9. /district/departments/nutrition/menus-allergies/	8,413 (1.27%)	6,822 (1.35%)	00:01:34
10. /school/linn-mar/staff/	7,754 (1.17%)	5,993 (1.19%)	00:00:18

- The following graphic shows the website's content drilldown. This data is broken down by subfolders. The most commonly visited pages (following the home page) include school, district, schools, and news pages.

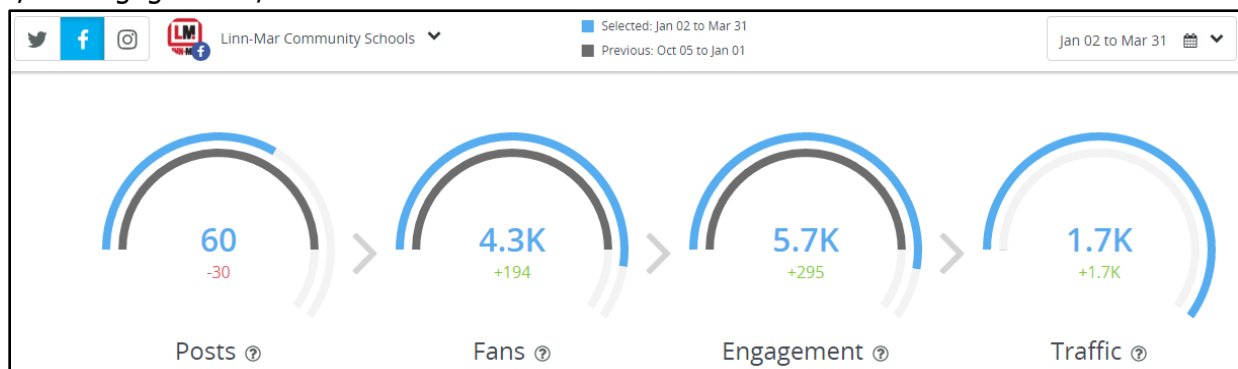
Page path level 1 ?	Pageviews ? ↓	Unique Pageviews ?	Avg. Time on Page ?
	660,359 % of Total: 100.00% (660,359)	505,331 % of Total: 100.00% (505,331)	00:01:34 Avg for View: 00:01:34 (0.00%)
1. /	285,934 (43.30%)	221,530 (43.84%)	00:02:24
2. /school/	157,434 (23.84%)	116,528 (23.06%)	00:00:57
3. /district/	54,893 (8.31%)	42,819 (8.47%)	00:01:44
4. /schools/	42,836 (6.49%)	30,710 (6.08%)	00:01:01
5. /news/	25,081 (3.80%)	20,383 (4.03%)	00:01:04
6. /students-staff/	22,125 (3.35%)	16,103 (3.19%)	00:01:11
7. /calendar/	19,627 (2.97%)	15,395 (3.05%)	00:02:18
8. /search/	8,643 (1.31%)	8,065 (1.60%)	00:00:56
9. /backpack/	7,494 (1.13%)	5,331 (1.05%)	00:00:58
10. /mobile/	7,074 (1.07%)	5,685 (1.13%)	00:00:52

## • Social Media Update

Twitter: The following graphics display overall engagement for @LinnMarNews and @LMSchoolBoard from 1/1/17 thru 3/31/17. @LinnMarNews has achieved 1,037 followers while @LMSchoolBoard currently has 509 followers. Engagement shows the total of interactions received from tweets, retweets, replies, quotes, and likes. Traffic shows the total number of clicks from links posted with an Ow.ly link (links to news stories, etc.).



Facebook: The volume of followers of Linn-Mar's Facebook page continue to increase with 195 new followers in 2017. Since the beginning of the 2016-17 school year, there have been 651 new followers. Today there is a total of 4,255 followers. In comparison, the two major school districts in the Cedar Rapids area have an average following of 3,320. In the last 28 days Facebook posts have reached an audience of 15,818, resulting in 6,125 post engagements. Videos continue to show popularity with 7,080 engagements/views of at least three seconds.



## Goal #4: Unlock Potential (Success)

*Maximize achievement by increasing digital literacy utilizing 21<sup>st</sup> century digital tools.*

### Year 1:

Strategic Initiatives	Measures of Success
Digital Content	Explore and clarify LM working definitions related to digital learning (blended learning, digital content, etc.) to establish a shared vision.
	Identify specific areas to provide district, building, and instructional support for technology integration and implementation.
	Review, update and curate our PreK-12 digital curriculum to ensure it is rigorous and relevant.
	Identify and develop an online course option, aimed primarily at LMHS 11th and 12th grade students, in each department area that may or may not be a required course.
Digital Citizenship	During 2016-17 explore PreK-12 Digital Citizenship Curriculum (i.e. CommonSense Media).
	2016-17 TICs provide professional development on digital citizenship.
Digital Equity	Review technology equity procedures to inform future policy decisions.
	Establish a uniform, digital checkout process for students who do not have Wi-Fi or computer outside of school.
	Using assessment information, implement the appropriate assistive technology tool(s) for students with special needs in the general education classroom.
	By increasing understanding of assistive technology, promote a culture of individualizing learning needs.
Digital Pedagogy	Begin a process to ensure all faculty have the qualifications and training necessary to deliver courses in a variety of modes; specifically regarding online instruction.
	Create a faculty mentor program or peer review system as a way to improve online/hybrid courses.
	Explore potential resources and processes for future curriculum.
	Utilize Technology Instructional Coaches (TICs) to provide coaching support for teachers integrating technology into their instruction.
Digital Communication	Use annual staff/student/parent/community survey data to determine effective use of school website for consistent district and building level communication.
	Explore possibilities for better alignment and integration of systems used by parents (i.e. PowerSchool, TouchBase and Total Access).
	Promote current electronic communication services for staff to access relevant information regarding resources.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

## Updates on Goal #4: Unlock Potential (Success)

Maximize achievement by increasing digital literacy utilizing 21<sup>st</sup> century digital tools.

**2017-18 MIIP/Benefits Update:** Overall MIIP insurance rates will increase for the 2017-18 school year. Due to the formula that MIIP has agreed upon, Linn-Mar continues to receive credit for good claims history. However, 2017-18 rates will reflect an increase to our current plan premiums at around 5% (**refer to graphics below**). Dental rates will increase 2% for 2017-18.

Additional updates: There have been no communications/updates regarding a mandatory state insurance pool moving forward at this time. A new flex spending account vendor has been identified. Over the next three years the district will save over \$17,000 in comparison with our current FSA vendor.

**2017-18 benefits open enrollment will take place April 13th thru May 12th.**



## 2017-2018 Insurance Rate Overview

Monthly Rates

MEDICAL	2016-2017	2017-2018
PPO PREMIER		
SINGLE	\$537	\$568
EE/SPOUSE	\$1,097	\$1,158
EE/CHILDREN	\$1,020	\$1,077
FAMILY	\$1,644	\$1,736
PPO CHOICE		
SINGLE	\$489	\$516
EE/SPOUSE	\$999	\$1,055
EE/CHILDREN	\$929	\$980
FAMILY	\$1,496	\$1,579
HMO ESSENTIAL		
SINGLE	\$398	\$421
EE/SPOUSE	\$814	\$859
EE/CHILDREN	\$757	\$799
FAMILY	\$1,220	\$1,288
HMO BASIC		
SINGLE	\$298	\$315
EE/SPOUSE	\$609	\$643
EE/CHILDREN	\$567	\$598
FAMILY	\$912	\$963

Monthly Rates

DENTAL	2016-2017	2017-2018
Employee Only	\$37.44	\$38.19
Family	\$83.74	\$85.41

Monthly Rates

Vision	Monthly	Monthly
Employee Only	\$6.00	\$6.00
Family	\$15.32	\$15.32

### Updates at a Glance

\*Other than price increases, there are no changes to the medical, dental, or vision plans.

\* Teladoc will continue to be provided for FREE to those enrolled in medical coverage through Linn-Mar.

\* Watch for information on the flexible spending program.

\*Check iVisions for more details on these plans!

\*Questions? Contact HR: Cathy ext 3011

## Goal #5: Empower Achievement (Involve)

*Enhance engagement opportunities through focused strategic partnerships.*

### Year 1:

Strategic Initiatives	Measures of Success
Internal Partnerships	Investigate and research district administration practices and processes to enable principals to focus more on instructional leadership.
	Promote opportunities for district employees to volunteer in classrooms.
	Explore and clarify the purpose and structure of district leadership meetings to align with strategic plan.
External Partnerships	Create conditions to provide transparent, accurate and accessible information through dashboards.
	Broaden opportunities for local businesses and historically underutilized businesses to work with the district.
	Explore opportunities for the city and local districts to share costs for shared services.
	Develop/nurture relationships and work with community partners and media to define, promote, expand and market signature programs.
	Begin to establish a network of information ambassadors.
	Enhance established partnerships with the business community, as well as nationwide, to broaden recruitment, wellness, volunteer and diversity initiatives.
	Promote external partners to join district committees and district staff participate in outside committee groups.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

### Updates on Goal #5: Empower Achievement (Involve)

*Enhance engagement opportunities through focused strategic partnerships.*

**MEDCO Luncheon (March 8th):** Several members of the Board of Education and administrative team were present at the MEDCO luncheon when the Marion Community Promise Initiative was announced. The basis of the *Community Promise* is a consolidated effort to strengthen a pathway for students from: 1) Exposure, 2) Experience, and 3) Pursuit toward a robust and insulated talent pipeline in order to recruit and retain our students into thriving careers in Marion. Information on the initiative was presented to the Board of Education during the March 6th work session.

## Goal #6: Empower Achievement (Build)

*Construct physical learning environments using fiscally responsible and sustainable practices.*

### Year 1:

Strategic Initiatives	Measures of Success
Facilities Restructure	During the 2016-17 school year the Board of Education, with feedback from community patrons, will approve a long-term facility structure plan that benefits all Linn-Mar students.
	Determine what the most appropriate and cutting edge learning environments look like at each of the grade level configurations and prioritize goals for the physical components for each of the environments.
	Establish a communication campaign to foster support and approval of district restructure needs.
	Develop a funding plan to support 10-year restructure plan, including the outline of a possible bond campaign strategy.
	Engage architects, engineers, demographers and other applicable services to assist in the planning and implementation of the facility restructure plan.
	Identify an off-site facility for Linn-Mar extension of Iowa BIG.
Facilities Preservation	Occupy Westfield addition.
	Address priority needs to improve district facilities by actively maintaining 10-year facilities and preventative maintenance plan, including identifying energy-saving opportunities.
	Develop a funding plan to support 10-year preventative maintenance schedule.
Operational Resource Allocation	Complete walkthroughs with principals, Crisis Committee members, and Operations & Maintenance to determine building needs in reference to safety and security.
	Work to optimize resources (buildings, personnel, programs, etc.) to ensure they are utilized efficiently and effectively.
	Explore procedures to effectively evaluate programs from a financial aspect to ensure resources are being utilized to full potential.
	Continually review categorical funding streams to ensure resources are being properly spent and that all expenditures are properly allocated.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***



**Updates on Goal #6: Empower Achievement (Build)**

*Construct physical learning environments using fiscally responsible and sustainable practices.*

**Finance/Audit Committee:** During the March 9th meeting the committee reviewed the February monthly financial reports and board bills. Other items completed included:

- Reviewed a quote from Arctic Insulation Specialists for \$19,496 to provide spray foam insulation in the High School weight room and wrestling room to help mitigate the sound between these lower level rooms and the upper level classrooms.
- Reviewed the proposed FY2018 certified budget. *(see comments below)*
- Discussed and drafted the Finance/Audit Committee Commission Statement which will be reviewed and finalized at the April 20th meeting.

**Proposed Certified Budget for Fiscal Year 2018:** Linn-Mar's fiscal year 2018 proposed certified budget is based on a 1.11% SSA growth rate and a certified budget enrollment of 7,312.54 students, which is an increase of 114.6 students from the previous year. One of the main purposes of the certified budget is to establish a maximum tax rate for the district. For FY2018, the district is proposing a tax rate of \$17.37 per \$1,000 of valuation, which is consistent with the last two fiscal years. A public hearing and final approval of the FY2018 certified budget is set for April 10th. Iowa law requires the budget to be approved and filed by April 15th.

**Restructuring/Facilities Committee Updates:** The Facilities Committee toured our three historic buildings (Bowman Woods, Wilkins, and Indian Creek) on 3/22. Committee members were given tours and asked to begin thinking about the needs of the buildings. At their next meeting they will begin to work toward a consensus on the project list. The next meeting will be held on April 12th will consist of a tour of Novak Elementary *(Per a request by the committee to tour a newer elementary building)* at 4:45 PM immediately followed by their normal meeting at 5:30 PM. The focus of the meeting will be to assess and prioritize building improvement needs identified during their tours of Bowman Woods, Indian Creek, and Wilkins. The top three areas observed for each building during the tours were:

- **Bowman Woods:** Ceiling, roof, and cafeteria
- **Indian Creek:** Space concerns, safety/security, and restrooms
- **Wilkins:** Parking, roof, and safety/security (including windows)

**Construction Updates:**

- High School: The renovation project is now into the punch list phase. DLR, Larson Construction, and the district have walked the entire project and created a list of items that need to be corrected. Larson Construction will be working through that list for the next several weeks. All remodeled spaces have been turned over to the district for occupancy.
- Westfield: The Westfield addition is now into the punch list phase. OPN, Larson Construction, and the district have walked the entire project and created a list of items that need to be corrected. Two classrooms have already been occupied. All other non-occupied classrooms and instructional spaces are complete and can now be utilized by the district.

**LRC Fire Suppression:**

When the former Novak building was repurposed as the district administration offices the building classification changed from an educational designation to an office designation per City of Marion officials. Since this repurpose the COMPASS Alternative High School program was allowed (as an occupancy exception) to reside in the LRC lower level because the 4-5 classrooms utilized are only partially below grade and have two exits in close proximity. Also, a two-year occupancy exception was granted by the City of Marion for classrooms on the third floor of the LRC as the High School renovation project was in progress; this occupancy exception ends at the conclusion of the 2016-17 school year.

District administration has met with City of Marion officials about the future of the LRC space indicating that we would: 1) continue to have COMPASS reside and expand in the lower level and 2) have the flexibility to use the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the LRC for educational programming space. In short, the City's response was that any space in the LRC deemed educational space, now or in the future, must have a fire suppression system installed.

The district estimates the cost of the fire suppression system for one floor of the LRC at \$80,000-\$100,000, while the cost for the entire building (three floors) is approximately \$200,000-\$225,000. Due to the projected size of the project, the district must have an engineer design the plans and then bid the project. At this time, the district is recommending a contract with Shive-Hattery Architecture & Engineering to move the project forward.

## Achievements and Honors:

**LMHS Student Nominated for Outstanding Volunteer Award:** Mary Claire Henricksen, a senior at Linn-Mar High School, is one of three nominees for United Way of East Central Iowa's Outstanding Volunteer Award in the youth category. Last year, while volunteering at Mercy Medical Center, Henricksen was part of a group of Linn-Mar students who held conversations with residents to hear about their lives through the Mercy storytellers program. The memories were turned into written stories and a binder was created to share with the residents, their families, and guests. Winners will be announced on April 20th!

**Linn-Mar Key Club:** Six students from Key Club recently attended the Nebraska-Iowa District of Key Club International's 2017 District Convention. During the convention Junior Reshma Balakrishnan was elected to serve as District Governor and Sophomore Samyukta Karthik was elected as the District Bulletin Editor.

The Key Club received several awards to recognize their hard work over the past year:

- 1st place – Non-digital Poster Contest
- 1st place – Major Emphasis Award for dance marathon benefiting UofI Children's Hospital
- 1st place – Platinum Single Service Award for Color Run benefiting the Thirst Project

Several individuals were also recognized for their outstanding leadership and service:

- Robert F. Lucas Outstanding Lieutenant Governor – Junior Reshma Balakrishnan
- 1st place – Distinguished Club Officer – Junior Sanjana Addagarla
- 1st place – Distinguished Club Bulletin Editor – Sophomore Samyukta Karthik
- Outstanding Key Club Member for Iowa – Junior Grant Chulystun

**Oak Ridge Students Qualify for History Bee Nationals:** Oak Ridge recently sent eight qualifiers to the Ace National History Bee Regionals. Six of the eight students have now qualified for Nationals in Atlanta, Georgia in June. Top honors go to Eighth Grader Nicholas Weaver and Sixth Grader Ashna Karia. Both students made it to the final round and placed third in their perspective grades. In addition, the following students did such an awesome job on both written test and buzzer rounds that they also qualified for Nationals: Sixth Grader Makoto Carolin and Eighth Graders Cavan O'Hara, Jared Stumpf, and Nathan Stark. Congratulations also go out to Eighth Grader Max Riherd and Seventh Grader Danielle Sunseri for qualifying for Regionals.

**Linn-Mar FFA Compete at Leadership Development Contests:** Ten members of the Linn-Mar FFA Chapter participated in the Southeast Sub-district contests. First and second place individuals and teams advance to the district-level competition. Ekta Nanda has advanced in the Job Interview Career Development Event and Chase Krug advanced in the Extemporaneous Speaking Career Development Event. Addison Crow Schrader was an alternate in the Ag Sales CDE. Nanda earned a gold rating. Krug and Crow Schrader earned silver ratings. Seth Crow Schrader placed second in the Greenhand FFA Quiz Contest and Jeret Crow Schrader placed 10th in the Chapter FFA Quiz Contest. Both earned a gold rating and will compete in the district competition.

**Individual All-State Speech:** Three Linn-Mar Students participated at Individual All-State Speech at UNI on March 27th: Cheyenne Mann (Poetry and Storytelling), Grace Wenisch (Prose), and Katie Hidlebaugh (Radio News).

**Linn-Mar Speech Team Competes at State:** The Linn-Mar Speech Team participated in the Iowa High School Speech Association's Individual State Contest. At the competition LMHS had 15 students who participated in 19 events. Our students earned 17 Division I ratings (13 students received a Division I rating from all three judges).

**Varsity Speech Division I Ratings:**

- Jasmine Aquino (Improvisation)
- Sierra Christensen (Poetry)
- McKenna Flood (Prose)
- Emma Geneser (Acting)
- Katie Hidlebaugh (Expository Address and Radio Broadcasting)
- Megan Hoppe (Poetry)
- Cheyenne Mann (Storytelling and Poetry)
- Allie Mersch (Solo Musical Theatre and Literary Program)
- Erin O'Hara (Literary Program)
- Grace Wenisch (Literary Program and Prose)

**Freshmen Speech Division I Ratings:**

- Maddie DeJong (Storytelling)
- Gloria Hunt (Storytelling)
- Sadie Staker (Storytelling)

Akash Gururaja received a Division II rating in Spontaneous Speaking and Alexander Pfaff received a Division II rating in Radio Broadcasting. *Congratulations to the entire Linn-Mar Speech Team on their achievements at Individual State Speech!*

**Iowa Jazz Championships:** The Colton Center Jazz Ensemble was invited to perform at the Iowa Jazz Championships on April 4th. Congratulations to the Ensemble and Director Dan Terrell on this honor!

**Boys' Swim Team Named Academic-All Americans:** The Linn-Mar Boys' Swim Team has been named Academic-All Americans by the National Interscholastic Swimming Coaches Association of America (NISCA). The team earned a gold level with a team GPA above 3.75. "The team award is very impressive," said Coach Tom Belin, "last year, there were only 20 swim teams in the US that achieved that level." Four individuals, Donald Fejfar (4.19), Carter Lorenz (4.31), Matthew Mather (3.90), and Hogan Myers (3.89) were also named as Academic All-Americans by the National Interscholastic Swimming Coaches Association of America (NISCA).

**Linn-Mar Alumni Recognition:** Congratulations to Lions Girls' Basketball Coach Jaime (Printy) Brandt on her induction into the Iowa Girls' Basketball Hall of Fame!

**Successful Show:** Congrats to the cast, crew, and Directors Ann Fry and Mark Bugenhagen for their successful production of *The Strange Case of Dr. Jekyll and Mr. Hyde*.

# Linn-Mar Facilities Plan

## Update to the Board of Education

April 10, 2017



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## Linn-Mar Facilities Plan

Linn-Mar Community School District is developing a restructuring plan that **strategically addresses** existing and long-term **capacity issues** at all grade levels in our **rapidly growing district**. To fund this five-year plan, the district will ask residents to vote on a bond referendum on **September 12th** that will increase the property tax rate between \$1.00 and \$1.25 on every \$1,000 dollars of assessed value.



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## Linn-Mar Facilities Plan

*We're growing.* Since 2005, total number of enrolled students has increased by 2,200, across all grade levels throughout the entire district. We are already running out of space.

- Elementary school buildings are at (and over) capacity
- Middle school buildings are rapidly approaching or near capacity
- High School capacity continues to be a challenge
- District enrollment continues to grow (a good thing)

***Our plan offers a solution.***



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## Linn-Mar Facilities Plan

### ***The Guiding Principles:***

- The need for a Facilities Plan is one piece of the district's 10-year Strategic Plan to:
  - Address building enrollment
  - Increase space needs in our schools
  - Have a positive and direct impact on all schools
  - Ensure Facilities Plan is fiscally-sound
  - To explore grade restructuring



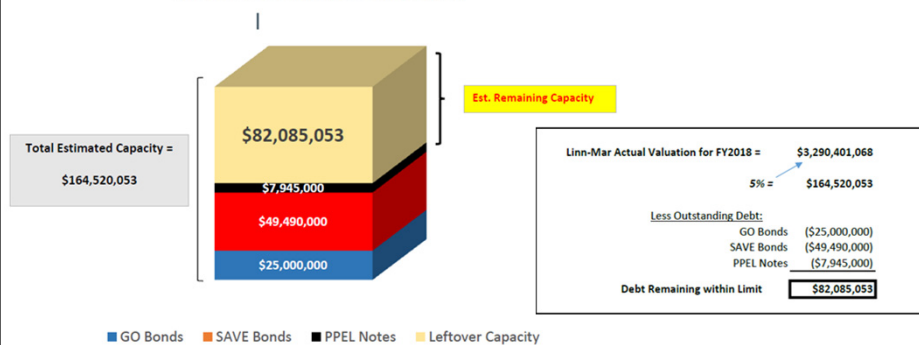
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# Linn-Mar Facilities Plan

## Estimated Bonding Capacity

The aggregate indebtedness of any school district shall not exceed five percent (5%) of the actual value of the taxable property within said school district, as ascertained by the last preceding state and county tax lists (296.1)

Linn-Mar FY2018 Estimated Bonding Capacity



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# Linn-Mar Facilities Plan

## Action:

- Began working with OPN Architects in December
  - Site assessments and design options (new schools)
  - Excelsior Middle School facility analysis
  - Facility analysis (historic schools...BW, WE, IC)
  - Cost assessment of initial Facilities Plan



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## Linn-Mar Facilities Plan

### *Initial Plan:*

Excelsior (8-9) \$39 million	New (5-7) Building \$48 million	Oak Ridge (5-7) \$5 million
Historic Elementaries \$26.5 million	District Recital Hall \$TBD	

Total estimate: \$118.5 million



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## Linn-Mar Facilities Plan

### *Action:*

- Re-examined the details of the grade restructuring plan
- Continued discussions and options with OPN Architects to fit within the parameters of our guiding principles
- Met with Facilities Committee on March 8, 2017

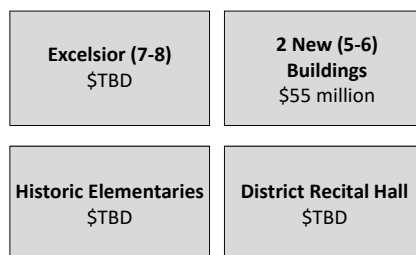


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## Linn-Mar Facilities Plan

### *Proposed Plan:*



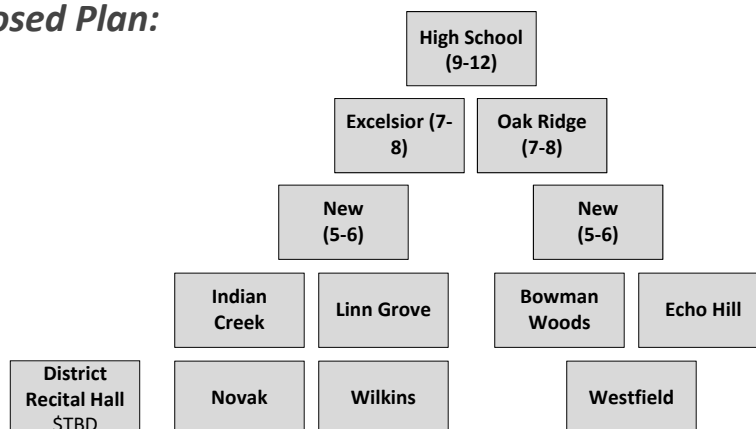
Total: \$75 million



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## Linn-Mar Facilities Plan

### *Proposed Plan:*



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## Linn-Mar Facilities Plan

### *What we learned on March 8th:*

- Strongly supportive of 5-6 configuration.
- Economical to create one building plan (5-6) and build it twice.
- Do not proceed with district recital hall until restructure is complete and historic building maintenance and sustainability is achieved.
- Everyone still gets something in this updated restructure plan.
- Consider building a new elementary building?
- “Pressure relief” will be realized throughout the district.



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## Linn-Mar Facilities Plan

### *Since March 8th:*

#### **We have started scenario planning the following:**

- Two 5-6 buildings (est. \$55 Million)
- One Elementary (est. \$15 Million)
- Excelsior Security and Site Upgrades
- Historic Elementary Buildings: Continue to utilize the Facilities Committee to identify priority projects (Excelsior, Wilkins, Indian Creek, and Bowman Woods). We feel this work is a critical, step in the bond campaign. We feel a funding timeline is equally important and will commence as soon as the priority list is complete.



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## Linn-Mar Facilities Plan

### Next Steps:

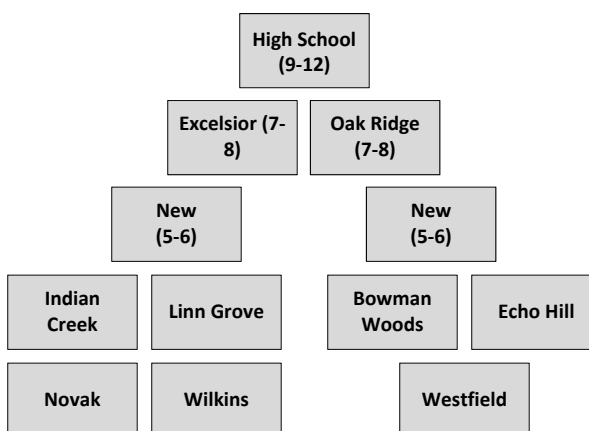
- **April 12:** Facilities Committee will prioritize building assessment information and list of needs.
- **April 26:** Finalize recommendation to BoE  
Formulate timeline for projects (new and existing construction). This timeline will include both bond projects and projects paid for with district resources.
- **May:** Proposal submitted to BoE for approval
- **May to September:** Community meetings
- **Sept. 12:** Vote

*If successful, design would begin immediately. If unsuccessful, state law requires a six-month wait before calling a new election.*



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## Questions, Answers, Feedback



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# Linn-Mar Community Schools

## 2017-2018 Certified Budget Presentation

*April 10, 2017*



### Purposes of Certified Budget:

1. Establish a maximum tax rate
2. Establish an estimate of budget year expenditures for all funds

# OVERVIEW OF FUNDS

FUND:	General Fund	Management Fund	PERL Fund	PPEL Fund	Debt Service Fund	SAVE/Capital Projects	Student Activity Fund	Nutrition Fund	Other Enterprise
REVENUES:	-Property Taxes -State Aid -Misc. Income	-Property Taxes	-Property Taxes	-Property Taxes	-Property Taxes -Transfers	-Sales Tax -Bond Proceeds	-Admissions -Fundraising -Student Dues	-Meal Sales -Fed./State Reimburse	-School Store -Community Pool
EXPENSES:	-Salaries -Benefits -Materials -Utilities	-Liability Ins. -Property Ins. -Early Retirement	-Playgrounds -Rec. Spaces	-Building Construct. -Vehicles -Equip > \$500	-Debt Principal & Interest	-Capital Projects -Technology	-Support Co-Curricular Activities	-Food Services	-Enterprise Costs
PROPERTY TAX LEVYING FUNDS									

## Proposed FY2018 Tax Rate

1.11% SSA Growth		
	FY2017	FY2018
General Fund	\$13.1418	\$13.3812
Management Levy	\$0.47075	\$0.47490
Voted PPEL	\$1.34000	\$1.34000
Regular PPEL	\$0.33000	\$0.33000
PERL	\$0.13500	\$0.13500
Debt Service	\$1.95965	\$1.71278
<b>Total Levy</b>	<b>\$17.3772</b>	<b>\$17.3734</b>
<b>% Change</b>		<b>-0.02%</b>
<b>\$ Change</b>		<b>-\$0.0038</b>

↑ + \$0.24

↓ - \$0.24



## General Fund

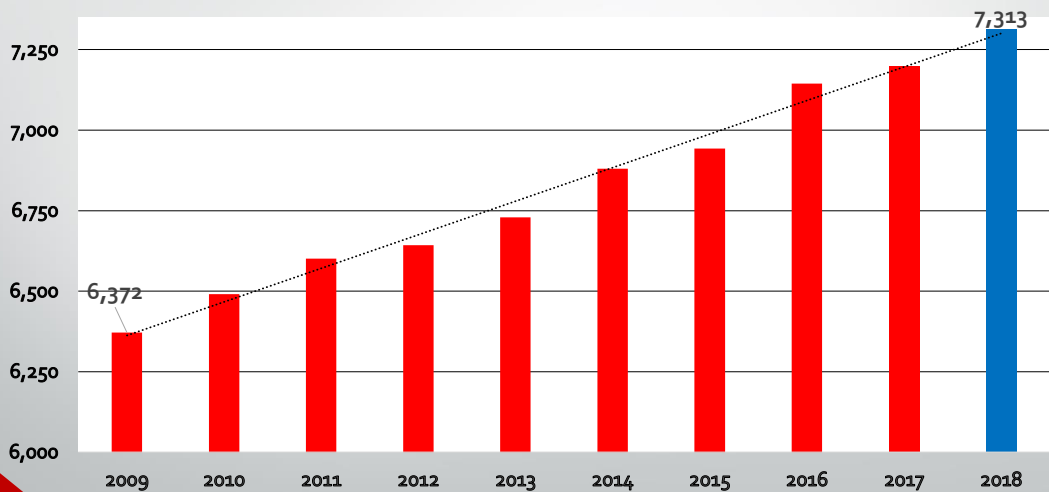
General Fund Budget is driven by two primary factors:

1. Supplemental State Aid (Allowable Growth)
  - Set by State Legislature.
2. Certified Enrollment
  - Count taken in October each year. (e.g. Count taken in October 2016 is used for FY2018 budget)

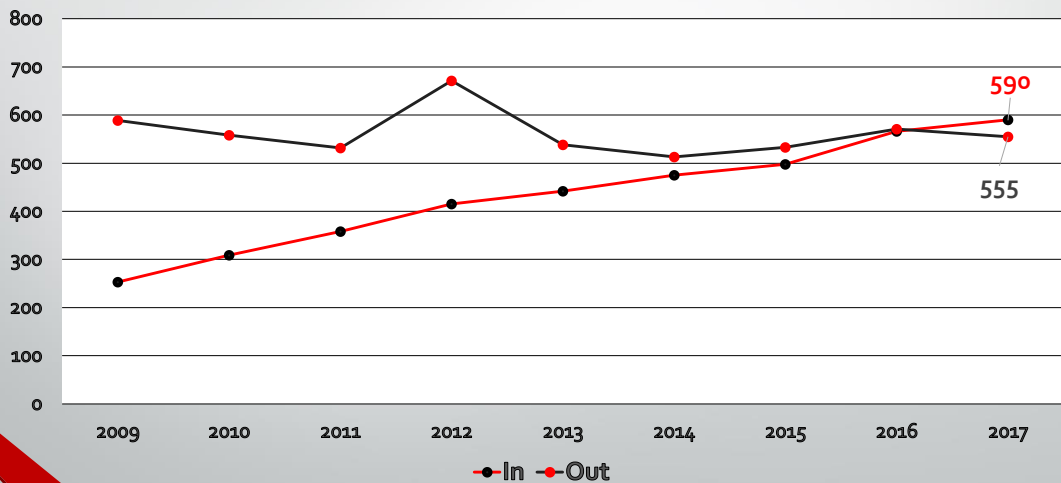
## District Cost Per Pupil

FISCAL YEAR	STATE AID GROWTH	COST PER PUPIL
2010	4%	\$5,769
2011	2%	\$5,884
2012	0%	\$5,884
2013	2%	\$6,002
2014	2%	\$6,122
2015	4%	\$6,367
2016	1.25%	\$6,447
2017	2.25%	\$6,592
2018	1.11%	\$6,665

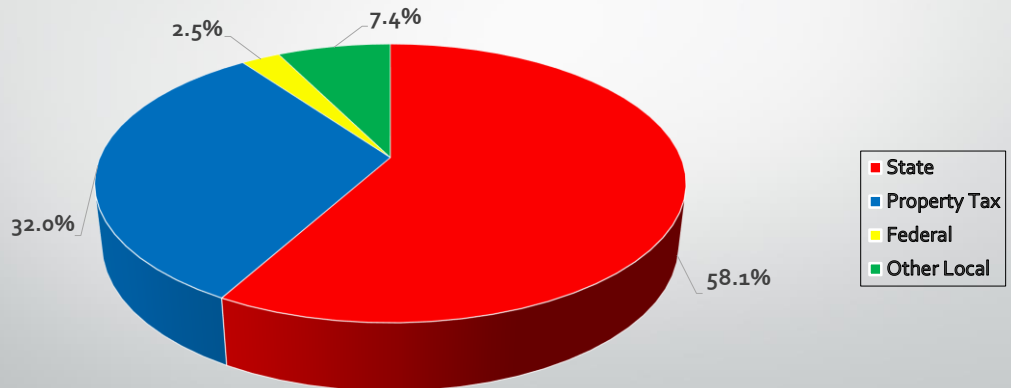
## Certified Enrollment Trends



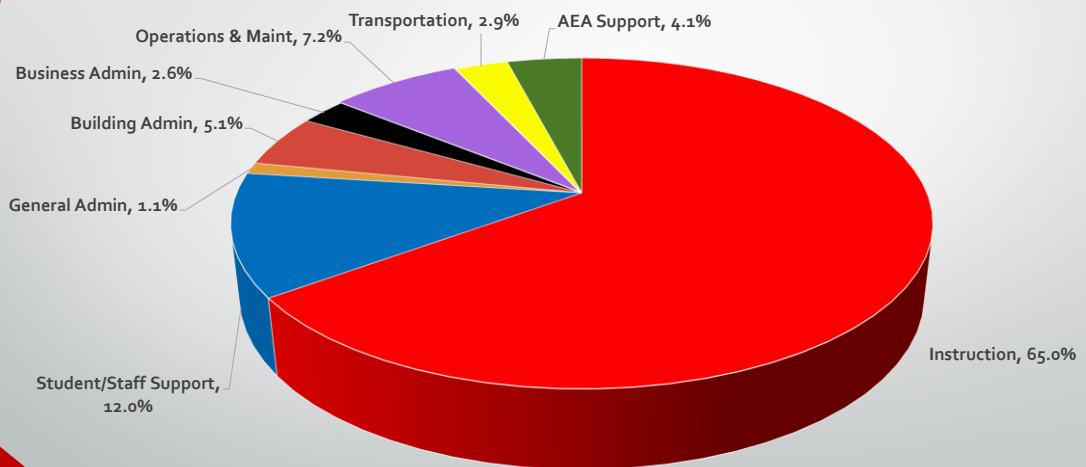
## Open Enrollment Trends



## Breakdown of FY2018 General Fund Revenue



## Estimated FY2018 General Fund Expenditures



*82% of Total Expenditures are Salaries/Benefits*



## General Fund Levy

### **Recommendation: Increase by \$0.24**

- Historical lows in supplemental state aid funding growth coupled with increasing operating costs due to enrollment growth and inflation has led the District to dip into cash reserves over the past six years in order to mitigate its general fund deficit balance. As a result the District's solvency ratio has decreased from 16.48% in 2012 to an estimated 10.9% at the end of fiscal year 2017. Also, in the District's most recent bond rating report from Standard & Poors a notation was made on the District's cash reserve negative trend.
- In order to stabilize the "glide path" of this negative trend, the District is recommending an increase in the regular cash reserve levy(other) of approximately \$500,000.



## Management Fund

### **Recommendation: No significant change to levy**

- ✓ Levy is expected to generate \$935,000 with additional miscellaneous income estimated at \$70,000
- ✓ Estimated Expenditures:
  - Property and Casualty Insurance, Workers Comp., Unemployment = \$820,000
  - Early Separation packages (2 of 2 years) = \$240,000
- ✓ Management fund reserves used to fund anticipated deficit

## PPEL Fund

- **Recommendation: Continue to use the \$.33 board approved levy plus the \$1.34 voter approved levy.**
  - No change from prior year
- ✓ Total Levy is expected to generate \$3.4 million
- ✓ Current/Future Expenditures:
  - Capital Projects such as parking lots, roofs, windows, HVAC, etc.
  - Transportation Vehicles
  - Large Equipment Purchases
  - High School Renovation (PPEL Notes Principal and Interest)

## PERL Fund

- **Recommendation: Continue to use the \$.135 voter approved levy.**
  - No change from prior year
- ✓ Total Levy is expected to generate \$260,000
- ✓ Current/Future Expenditures:
  - Capital Projects such as tracks, tennis courts, playgrounds
  - Grounds maintenance
  - Community Education

## Debt Service Fund

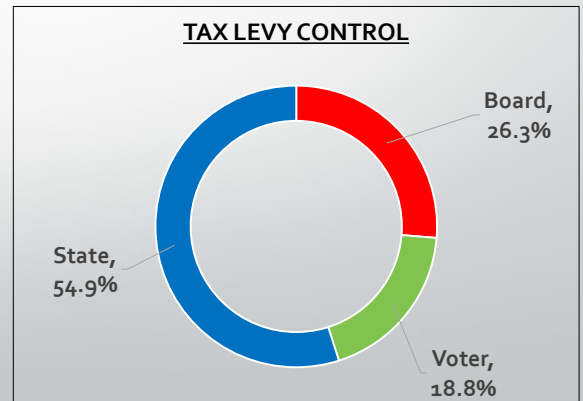
- **Recommendation: Decrease by \$0.24**
  - Primarily attributed to bond refinance and overall increase in taxable valuations
- ✓ Total Levy is expected to generate \$3.5 million
- ✓ Expenditures:
  - General Obligation bond debt principal and interest costs

## Debt Outstanding

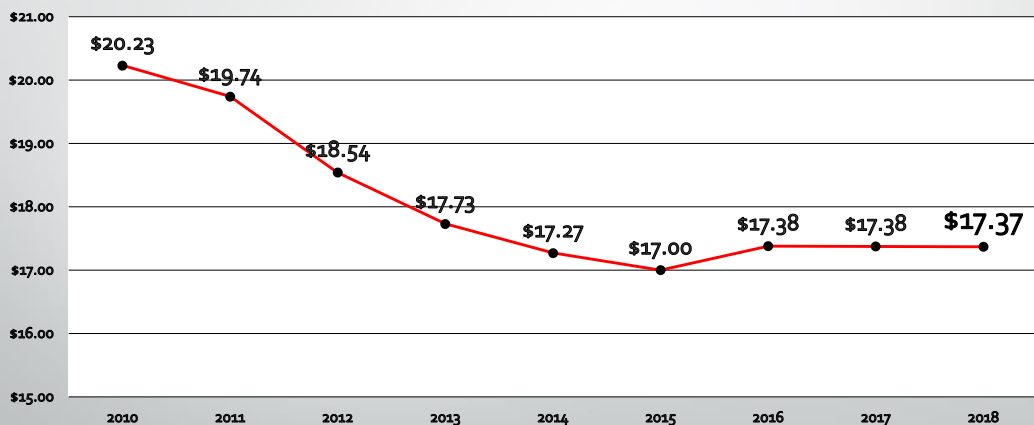
- As of June 30, 2017 - \$27,305,000 GO bonds outstanding (Voter approved)
- As of June 30, 2017 - \$53,310,000 Revenue bonds outstanding (Sales tax- board approved)
- As of June 30, 2017 - \$8,985,000 PPEL notes outstanding
  - ✓ Total debt outstanding = **\$89,600,000**
- 56% of maximum limit (= approximately \$159 million)

## FY2018 Est. Total Property Tax Levy (at 1.11% SSA)

FUND	AMOUNT	RATE
General	\$26,477,219	\$13.38
Management	\$935,000	\$.47
Reg. PPEL	\$676,077	\$.33
Voted PPEL	\$2,745,284	\$1.34
PERL	\$265,793	\$.135
Debt Service	\$3,508,999	\$1.71
<b>TOTAL</b>	<b>\$34,608,372</b>	<b>\$17.365</b>



## Property Tax Levy Trend



## Local Levy Comparison

	<b>Linn-Mar</b>	<b>College</b>	<b>Marion Indep.</b>	<b>Mt. Vernon</b>	<b>Cedar Rapids</b>
<b>FY17 Tax Rate</b>	<b>\$17.38</b>	<b>\$16.06</b>	<b>\$18.58</b>	<b>\$18.47</b>	<b>\$15.38</b>
<b>FY18 Proposed Tax Rate</b>	<b>\$17.37</b>	<b>\$16.64</b>	<b>\$17.97</b>	<b>\$18.41</b>	<b>\$15.38</b>
<b>Change in Levy From PY</b>	<b>(\$0.01)</b>	<b>+\$0.58</b>	<b>(\$0.61)</b>	<b>(\$0.06)</b>	<b>\$0</b>
<b>Income Surtax Rate</b>	<b>0%</b>	<b>0%</b>	<b>4%</b>	<b>6%</b>	<b>5%</b>
<b>Income Surtax Equivalent</b>	<b>\$0</b>	<b>\$0</b>	<b>+ \$1.08</b>	<b>+ \$1.46</b>	<b>+ \$1.26</b>

## Annual Tax Impact on Property Owners

- Residential Owner With Assessed Valuation of \$200,000:

**↑ \$50**

*Due to 2.4% increase in state residential rollback*

- Commercial Property Owner:

**NO CHANGE**

- Multi-Residential Property With Assessed Valuation of \$400,000:

**↓ \$260**

*Due to 3.75% decrease in state rollback*

## 2017 -2018 Budget Timeline

- March 23, 2017 – Proposed Budget Published
- April 10, 2017 – Public Hearing and Adoption of Budget
- April 15, 2017 – File Budget with County Auditor & DOM

# QUESTIONS?

## ADOPTED LINN-MAR SCHOOL BUDGET SUMMARY

District No. 3715

Department of Management - Form S-AB

		Budget 2018	Re-est. 2017	Actual 2016
Taxes Levied on Property	1	34,419,249	32,658,109	31,977,344
Utility Replacement Excise Tax	2	189,123	164,558	160,022
Income Surtaxes	3	0	0	0
Tuition/Transportation Received	4	4,800,000	4,640,786	4,279,085
Earnings on Investments	5	58,800	73,449	106,441
Nutrition Program Sales	6	2,300,000	2,200,000	2,185,826
Student Activities and Sales	7	1,000,000	898,955	1,084,462
Other Revenues from Local Sources	8	2,070,800	2,096,480	2,017,698
Revenue from Intermediary Sources	9	0	0	0
State Foundation Aid	10	46,709,036	45,301,640	43,932,663
Instructional Support State Aid	11	253,865	0	0
Other State Sources	12	7,325,000	7,216,424	7,143,944
Commercial & Industrial State Replacement	13	928,982	917,392	1,053,583
Title I Grants	14	450,000	451,100	418,898
IDEA and Other Federal Sources	15	2,900,000	2,852,260	2,831,320
Total Revenues	16	103,404,855	99,471,153	97,191,286
General Long-Term Debt Proceeds	17	0	15,964,465	20,000,000
Transfers In	18	6,250,690	7,161,226	26,001,233
Proceeds of Fixed Asset Dispositions	19	25,000	47,866	13,676
Total Revenues & Other Sources	20	109,680,545	122,644,710	143,206,195
Beginning Fund Balance	21	25,660,471	34,012,147	29,924,868
<b>Total Resources</b>	22	135,341,016	156,656,857	173,131,063
<b>*Instruction</b>	23	57,300,000	54,648,310	52,864,636
Student Support Services	24	4,212,000	3,998,025	3,704,754
Instructional Staff Support Services	25	5,885,000	5,629,728	5,382,210
General Administration	26	928,000	875,693	1,021,499
School/Building Administration	27	4,270,000	4,061,335	3,972,560
Business & Central Administration	28	2,396,000	2,134,417	1,938,824
Plant Operation and Maintenance	29	6,890,000	6,518,244	6,666,603
Student Transportation	30	3,025,000	2,825,648	2,782,121
This row is intentionally left blank	31	0	0	0
<b>*Total Support Services (lines 24-31)</b>	31A	27,606,000	26,043,090	25,468,571
<b>*Noninstructional Programs</b>	32	4,176,000	3,849,000	3,634,234
Facilities Acquisition and Construction	33	6,350,000	9,200,533	19,381,435
Debt Service	34	10,389,194	26,987,098	8,713,691
AEA Support - Direct to AEA	35	3,392,078	3,107,129	3,055,116
<b>*Total Other Expenditures (lines 33-35)</b>	35A	20,131,272	39,294,760	31,150,242
Total Expenditures	36	109,213,272	123,835,160	113,117,683
Transfers Out	37	6,250,690	7,161,226	26,001,233
Total Expenditures & Other Uses	38	115,463,962	130,996,386	139,118,916
Ending Fund Balance	39	19,877,054	25,660,471	34,012,147
<b>Total Requirements</b>	40	135,341,016	156,656,857	173,131,063

**ADOPTION OF BUDGET AND TAXES**  
**JULY 1, 2017-JUNE 30, 2018**

Department of Management - Form S-TX

**LINN-MAR**

District Number **3715**

**Total Special Program Funding**

Instructional Support (A&L line 10.5)	097	4,873,781
Educational Improvement (A&L line 11.3)	099	0
Voted Physical Plant & Equipment (A&L line 19.3)	105	2,745,284

**Special Program Income Surtax Rates**

Instructional Support (A&L line 10.15)	096	0
Educational Improvement (A&L line 11.4)	098	0
Voted Physical Plant & Equipment (A&L line 19.4)	104	0

**Utility Replacement and Property Taxes Adopted**

		Utility Replacement AND Property Tax Dollars	Levy Rate	Property Taxes Levied	Estimated Utility Replacement Dollars
Levy to Fund Combined District Cost (A&L line 15.3)	1	18,994,092			
+Educational Improvement Levy (A&L line 15.5)	2	0			
+Cash Reserve Levy - SBRC (A&L line 15.9)	3	3,577,672			
+Cash Reserve Levy - Other (A&L line 15.10)	4	525,000			
-Use of Fund Balance to Reduce Levy (A&L line 15.11)	5	0			
=Subtotal General Fund Levy (A&L line 15.14)	6	23,096,764	11.73115	22,969,060	127,704
+Instructional Support Levy (A&L line 15.13)	7	3,380,455	1.65003	3,362,487	17,968
=Total General Fund Levy (A&L line 15.12)	8	26,477,219	13.38118	26,331,547	145,672
	9				
Management	10	935,000	.47490	929,833	5,167
Amana Library	11	0	.00000	0	0
Voted Physical Plant & Equipment (Loan Agreement)	12	1,215,708			
+Voted Physical Plant & Equipment (Capital Project)	13	1,529,576			
=Subtotal Voted Physical Plant & Equipment	14	2,745,284	1.34000	2,730,698	14,586
+Regular Physical Plant & Equipment	15	676,077	.33000	672,485	3,592
=Total Physical Plant & Equipment	16	3,421,361			
	17				
Reorganization Equalization Levy	18	0	.00000	0	0
Emergency Levy (for Disaster Recovery)	19	0	.00000	0	0
Public Education/Recreation (Playground)	20	265,793	.13500	264,324	1,469
Debt Service	21	3,508,999	1.71278	3,490,362	18,637
<b>GRAND TOTAL</b>	22	34,608,372	17.37386	34,419,249	189,123

1-1-16 Taxable Valuation	WITH Gas & Electric Utilities	1,968,840,115	WITHOUT Gas&Elec	1,957,954,716
1-1-16 Tax Increment Valuation	WITH Gas & Electric Utilities	79,879,411	WITHOUT Gas&Elec	79,879,411
1-1-16 Debt Service, PPEL, ISL Valuation	WITH Gas & Electric Utilities	2,048,719,526	WITHOUT Gas&Elec	2,037,834,127

**I certify this budget is in compliance with the following statements:**

- \_\_\_ The prescribed Notice of Public Hearing and Proposed Budget Summary (Form S-PB) was lawfully published, with said publication being evidenced by verified and filed proof of publication.
- \_\_\_ The budget hearing notice was published not less than 10 days, nor more than 20 days, prior to the budget hearing.
- \_\_\_ Adopted property taxes do not exceed published amounts.
- \_\_\_ Adopted expenditures do not exceed published amounts for any of the four individual expenditure categories, or in total.
- \_\_\_ Adopted property taxes meet the debt service and loan agreement needs identified on Form 703. Debt service levy for GO bond payments only.
- \_\_\_ This budget was certified on or before April 17, 2017.

\_\_\_\_\_ District Secretary

\_\_\_\_\_ County Auditor



	<u>Activity</u>	<u>Sponsor Group</u>	<u>Start Date</u>	<u>End Date</u>	<u>Date Rec'd</u>	<u>Est Profit</u>	<u>Purpose of Funds</u>
<b>Oak Ridge</b>	MS Football Camp	Oak Ridge	8/15/2017	8/18/2017	3/2/2017	\$ 1,500.00	equipment, supplies
<b>Westfield</b>	Square 1 Art	School	10/1/2017	12/15/2017	3/6/2017	\$ 3,000.00	supplies for art, PE, music
	Tshirt Sales	School	fall of 2017	fall of 2017	3/6/2017	\$ 2,500.00	supplies for art, PE, music
<b>High School Fine Arts</b>	Jazz A Thon	Jazz Band	11/30/2017	11/30/2017	3/2/2017	\$ 8,000.00	music, instruments, clinicians
	Marching Band Tshirt	Marching Band	8/15/2017	8/19/2017	3/2/2017	\$ 1,000.00	band shirts
	Marching Band Invite	Marching Band	Sept. 2017	Sept. 2017	3/2/2017	\$ 10,000.00	instruments, repairs, equip
<b>High School Girls Athletics</b>	Poster	Varsity Poms	5/1/2017	6/30/2017	3/3/2017	\$ 3,000.00	nationals , uniforms
	Kids Clinic	Varsity Poms	6/16/2017	6/17/2017	3/3/2017	\$ 3,000.00	state competition
	Summer Camp	Tennis	6/19/2017	6/23/2017	3/3/2017	\$ 2,100.00	supplies, equipment
	Hy Vee coupon books	Tennis	4/6/2017	5/20/2017	3/3/2017	\$ 1,200.00	banquet, posters
	Poster	Cheerleading	6/1/2017	6/30/2017	3/8/2017	\$ 2,500.00	competition fees
	Cheer Clinic	Cheerleading	9/16/2017	9/22/2017	3/8/2017	\$ 500.00	tryout judges
	tshirt sales	Volleyball	8/1/2017	9/1/2017	3/8/2017	\$ 500.00	nets, antennas, net racks
	Poster	Volleyball	8/1/2017	8/20/2017	3/8/2017	\$ 500.00	pay for poster
	Summer Camp	Volleyball	7/31/2017	8/3/2017	3/8/2017	\$ 10,000.00	coaches salary, balls, carts
	summer Camp	Basketball	6/12/2017	6/22/2017	3/20/2017	\$2,500.00	coaches salary, uniforms, supplies
	Summer Camp	Softball	6/5/2017	6/7/2017	3/8/2017	\$ 1,500.00	coaches salary, equipment
<b>High School Boys Athletics</b>	Tennis Camp	Boys Tennis	6/12/2017	8/18/2017	3/2/2017	\$ 3,000.00	benches, windscreens
	Summer Camp	Football	6/5/2017	7/21/2017	3/2/2017	\$ 10,000.00	coaches salary, equip
	Card sales	Football	8/8/2017	8/16/2017	3/2/2017	\$ 20,000.00	coaches salary, equip
	tshirt sales	Football	8/1/2017	11/17/2017	3/2/2017	\$ 5,000.00	coaches clinics, equipment
	Youth Clinic	Soccer	5/6/2017	5/6/2017	3/8/2017	\$ 500.00	training goals
	Track and field camp	Boys Track	6/5/2017	6/9/2017	3/8/2017	\$ 5,000.00	coaches salary, equip
	Card sales	Baseball	5/15/2017	5/19/2017	12/10/2016	\$ 18,000.00	Principal Park rental, equip
	Poster	Baseball	5/1/2017	5/20/2017	12/10/2016	\$ 1,000.00	coaches salary, equip
	tshirt sales	Baseball	5/1/2017	5/20/2017	12/10/2016	\$ 1,500.00	coaches salary, equip
<b>High School Clubs</b>	Lip Sync Competition	Key Club/ALO	8/31/2017	8/31/2017	3/10/2017	\$ 1,000.00	benefit causes of groups
	Diversity Fair	Voice	4/20/2017	4/20/2017	3/9/2017	\$ 100.00	F4L: Syria- donate to cause
	Back to School Dance	Student Council	8/26/2017	8/26/2017	3/9/2017	\$ 5,000.00	Student Council Activities
	Hunger Banquet	FFA	fall of 17	fall of 17	3/2/2017	\$ 800.00	food, supplies for banquet
	Agventure Camp	FFA	7/10/2017	7/14/2017	3/2/2017	\$ 1,250.00	supplies, food for camp
	Robotics Camp	LM Robotics	7/24/2017	8/4/2017	3/6/2017	\$ 10,000.00	registration, supplies, tools

**Linn-Mar Community School District Board of Education  
Work Session Minutes  
March 6, 2017**

**100: Call to Order and Determination of a Quorum**

President Isenberg called the meeting to order at 5:00 PM. Roll was taken. Present: Isenberg, Nelson, Patterson, Weaver, and AbouAssaly. Absent: Green and Gadelha.

**200: Adoption of Agenda *Motion 154-03-06***

Motion Patterson, second AbouAssaly to approve the agenda. Voice vote. All ayes.

**300: Work Session**

**301: Update on Community Promise**

*Exhibit 301.1*

Nick Glew, President of Marion Economic Development Corp (MEDCO), presented on the Community Promise program that MEDCO has been creating. MEDCO has been looking for ways to cooperate with local school districts and businesses for the mutual benefit of all parties. They have developed a framework for students to be introduced to careers and potentially begin a relationship with a business while in high school that could lead to training and a job after graduation. The details are still being worked out and will be introduced at the annual MEDCO luncheon on March 8th.

**302: Move to Closed Session *Motion 155-03-06***

Motion Patterson, second Weaver to enter closed session at 5:38 PM as provided in Iowa Code section 21.5(1)(j) of the Open Meetings Law to discuss the purchase of particular real estate. Roll call vote. Ayes: Isenberg, Nelson, Patterson, Weaver, Abouassaly. Nays: none.

**400 Closed Session**

**401: Motion to Return to Open Session *Motion 156-03-06***

Motion Patterson, second Abouassaly to return to open session at 6:12 PM. Roll call vote. Ayes: Isenberg, Nelson, Patterson, Weaver, AbouAssaly. Nays: none.

**500: Open Session**

**502: Board Learning**

*Exhibit 502.1*

Isenberg led the Board in a discussion of the first IASB *Standards for Effective School Boards*; Visionary Team. The Board will explore standards two through six at the next meeting.

**600: Adjournment *Motion 157-03-06***

Motion Abouassaly, second Nelson to adjourn at 6:31 PM. Voice vote. All ayes.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary

**Linn-Mar Community School District Board Meeting  
Regular Session Minutes  
March 6, 2017**

**100: Call to Order and Determination of a Quorum**

President Isenberg called the meeting to order at 7:00 PM. Roll was taken. Present: Isenberg, Nelson, Patterson, AbouAssaly, Gadelha, and Weaver. Absent: Green.

**200: Adoption of the Agenda *Motion 158-03-06***

Motion Patterson, second Nelson to approve the agenda as modified. Motion carried.

**300: Recognitions/Proclamations**

**400: Audience Communications**

Teacher Kathleen Kelley addressed concerns regarding the High School lunch policy.

**500: Resolutions/Opening of Bids/Public Hearings**

**600: Informational Reports**

**601: Board Visit to Compass and Wilkins Elementary:**

- Details are included on page 14 of the Board Book (Exhibit 603.1)
- Compass (Feb 22): The Board shared additional highlights from the visit and appreciation for the impact the Compass Alternative High School program has on students even with limited staff and space.
- Wilkins (Feb 24): The Board shared highlights of their PBIS program and the Therapy Dog program. The Board was also pleased with the level of parent communication that occurs.

**602: Marion City Council (Feb 23):**

Patterson reported that there were no items discussed related to the district.

**603: Board Book**

*Exhibit 603.1*

Superintendent Shepherd shared highlights from the Board Book. He commended Leisa Breitfelder, Executive Director of Student Services, for her work on the district's Crisis Plan and ALICE trainings. He stated that a few hundred people were expected to attend the Parent University being hosted at the High School on March 7th. He also reported that the next Facilities Committee meeting would be held on March 8<sup>th</sup> beginning at 5:30 PM at Excelsior Middle School. Student and staff achievements are located on pages 17-18 of the Board Book.

## **700: Unfinished Business**

### **701: Second Reading of IASB Policy Recommendations and Policies 403.1 thru 403.16-R** **Motion 159-03-06** *Exhibit 701.1*

Motion AbouAssaly, second Gadelha to approve the second reading of the Iowa Association of School Boards policy recommendations and the recommended changes to policies 403.1 through 403.16-R as presented by the Board Policy Committee. Voice vote. All ayes. Motion carried.

#### IASB Policy Recommendations:

- Revised 204.1: Meetings of the Board
- Revised 204.4: Meetings of the Board – Annual and Organizational Meetings
- New 801.8: Fiscal Management – Financial Records

#### Policies 403.1 through 403.16-R:

- **Revised 403.1: Physical Examination/Fitness for Duty**
- Reviewed 403.2: Employee Recognition
- Reviewed 403.3: Violence in the Workplace
- Reviewed 403.4: Substance-Free Workplace
- Reviewed 403.4-E: Notice to Employees Regarding Substance-Free Workplace
- Reviewed 403.5: Tobacco-Free/Nicotine-Free Environment
- Reviewed 403.5-R: Administrative Regulations for Tobacco/Nicotine-Free Environment
- Reviewed 403.6: Exit Comment
- Reviewed 403.7: Family and Medical Leave
- **Revised 403.7-R1: Administrative Regulations Regarding Employee FMLA**
- Reviewed 403.7-R2: Regulations Regarding Licensed Employee FMLA Definitions
- Reviewed 403.7-E1: FMLA Leave Request and Employee Obligation/Requirement Form
- Reviewed 403.7-E2: FMLA Notice of Eligibility
- Reviewed 403.7-E3: FMLA Designation Notice
- Reviewed 403.7-E4: FMLA Certification of Health Care Provider for Employee
- Reviewed 403.7-E5: FMLA Certification of Health Care Provider for Family Member
- Reviewed 403.7-E6: FMLA Certification of Qualifying Exigency for Military Family Leave
- Reviewed 403.7-E7: FMLA Certification for Covered Service Member Injury/Illness
- Reviewed 403.7-E8: Medical Documentation of Absence
- Reviewed 403.7-E9: Notice to Employees of Rights Under FMLA
- Reviewed 403.8: Professional Organizations
- Reviewed 403.9: Participation in Community Activities
- Reviewed 403.10: Religious Observance
- Reviewed 403.11: Hazardous Chemical Disclosure
- Reviewed 403.12: Communicable Diseases which are Reportable
- Reviewed 403.13: Harassment/Workplace Bullying
- Reviewed 403.14: Sexual Harassment
- **Revised 403.15: Procedures for Allegations of Abuse**
- Reviewed 403.15-E: Student Abuse Report Form
- Reviewed 403.16: Employee Records
- Reviewed 403.16-R: Administrative Regulations Regarding Employee Records

## **800: New Business**

### **801: Resolution to Publish Proposed FY18 Certified Budget and Set Public Hearing** **Motion 160-03-06** *Exhibit 801.1*

CFO/CEO JT Anderson reported that the proposed tax rate would remain the same for the FY18 budget. Anderson also stated that since SSA has been set by the Legislature there should be no reason to adjust the rate after publication. Motion Patterson, second

Weaver to approve the resolution authorizing the publication of the proposed Fiscal Year 2018 Certified Budget on March 23, 2017; and setting a public hearing date of April 10, 2017. Voice Vote. All ayes. Motion carried.

**802: Novak Elementary Site Modification Application *Motion 161-03-06* Exhibit 802.1**

Motion AbouAssaly, second Nelson to approve the site modification application submitted by the Novak Elementary PTO to build an outdoor garden/learning structure as presented. Anderson commended the PTO for following the proper procedures to move forward with this project. Voice Vote. All ayes. Motion carried.

**900: Consent Agenda**

901: Personnel

***Certified Staff: Resignation***

Name	Assignment	Dept. Action	Reason
McNeal, Becky	Teacher: On leave for 2016-17 school year	3/1/17	Personal
Schulz, Pam	WE: Principal	6/30/17	Personal

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

Name	Assignment	Dept. Action	Salary Placement
Beason, Amy	TR: Bus Rider Helper	2/21/17	\$14.20/hour
Fassellius, Casey	LRC: From District Receptionist to HR Admin Asst	3/13/17	\$16.50/hour
Hansen, Dixie	HS: Student Support Associate	2/24/17	LMSEAA II, Step 10
Moreno, Lisa	NS: HS General Help	3/16/17	Step 1
Noltensmeier, Kelly	NS: HS General help from 5 to 5.5 hrs/day	2/20/17	Same
Stancel, Gitana	NS: HS General Help from 5.75 to 6.5 hrs/day	2/27/17	Same
Timp, Taylor	NE: Part-time Student Support Associate	2/21/17	LMSEAA II, Step 6

***Classified Staff: Resignation***

Name	Assignment	Dept. Action	Reason
Harmon, Alonzo	Four Oaks: ATLAS Student Support Assoc	2/21/17	Relocation
Martinez, Willie	LG: Custodian	2/21/17	Termination
Moser, Jessica	NS: HS General Help	2/20/17	Other Employment
Vis, Alison	LRC: HR Administrative Assistant	3/10/17	Other Employment

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

Name	Assignment	Dept. Action	Salary Placement
Becker, Kyle	HS: Assistant Boys' Tennis Coach	2/28/17	\$3,195

***Extra-Curricular: Resignation***

Name	Assignment	Dept. Action	Reason
Hachey, Carly	HS: Assistant POMS Coach	2/28/17	Personal
Hutchinson, Andrea	HS: Assistant POMS Coach	2/17/17	Personal
Johnson, Suzanne	HS: Assistant POMS Coach	2/17/17	Personal

902: Approval of February 20<sup>th</sup> Minutes

*Exhibit 902.1*

903: Approval of Bills

*Exhibit 903.1*

904: Approval of Contracts

*Exhibits 904.1-3*

1. Agreement for cooperation in a student teaching or field experience program with Cornell College for the 2017-18 school year.

2. Agreement for cooperation in a student teaching or field experience program with Mount Mercy University for the 2017-18 school year.
3. Agreement for cooperation in a student teaching or field experience program with Coe College for the 2017-18 school year.
4. Interagency agreements for special education instructional services with Cedar Rapids CSD (1), Center Point-Urbana CSD (1), and Marion Independent (2). *(For student confidentiality, no exhibits provided.)*

#### 905: Fieldtrip Requests

*Exhibits 905.1-2*

1. Request submitted by Dan Niemitalo for the Robotics Teams to compete in the Iowa FIRST Regional Competition in Cedar Falls on March 23-25. *Please note that this request was submitted as soon as possible after the previous qualifying competition.*
2. Request submitted by Dana Lampe for the FBLA to attend the State Leadership Conference in Coralville on April 5-8.

#### 906: Disposition of Obsolete Equipment

Per Iowa Code (§§ 297.22-25) and board policy 902.6, the district will list for sale obsolete equipment/furnishings on the [Linn-Mar website>Quick Links>GovDeals](#) *No items for sale at this time.*

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

#### 908: Approval of the Consent Agenda **Motion 162-03-06**

Motion Patterson, second Nelson to approve the consent agenda as presented. Voice vote. All ayes. Motion carried.

#### **1000: Communications, Announcements, and Transmittals**

- Communication and calendar items were reviewed.

Date	Time	Event	Location
March 7 <sup>th</sup>	6:00 PM	Special Education Advisory Parent University	High School
March 8 <sup>th</sup>	11:30 AM	MEDCO Annual Business Luncheon	CR Marriott
March 9 <sup>th</sup>	7:30 AM	Finance/Audit Committee	Superintendent's Conference Room
March 9 <sup>th</sup>	5:30 PM	Marion City Council (Jim)	City Hall
March 13 <sup>th</sup> -17 <sup>th</sup>	All Day	Spring Break	District-wide
March 17 <sup>th</sup>	All Day	LRC Closed	Learning Resource Center
March 23 <sup>rd</sup>	5:30 PM	Marion City Council (Rene)	City Hall
March 24 <sup>th</sup>	6:00 PM	LM Foundation MANE Event	CR Marriott
Date	Time	Event	Location
April 5 <sup>th</sup>	4:00 PM	Equity Committee	LRC Room 5
April 6 <sup>th</sup>	5:30 PM	Marion City Council (George)	City Hall
April 8 <sup>th</sup>	8:30 AM	Coffee Conversation	High School
April 10 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	Indian Creek Elementary Media Center
April 18 <sup>th</sup>	5:30 PM	Technology Committee	Boardroom
April 20 <sup>th</sup>	7:30 AM	Finance/Audit Committee	Superintendent's Conference Room
April 20 <sup>th</sup>	4:00 PM	Health & Human Development	Boardroom
April 20 <sup>th</sup>	5:30 PM	Marion City Council (Tina)	City Hall
April 24 <sup>th</sup>	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	Boardroom
April 26 <sup>th</sup>	4:30 PM	Special Education Advisory	Boardroom

### 1003: Committees/Advisories

<b>Committees/Advisories</b>	<b>Board/Administrative Participants</b>
Finance/Audit Committee	Anderson, Shepherd, Morrison, AbouAssaly, Green, Weaver
Policy Committee	Shepherd, Morrison, Gadelha, Nelson, Patterson
Technology Committee	Ramos, Isenberg
Career & Technical Education	Bisgard, Nelson
Equity Advisory	Bisgard, Christian, Ramos, Patterson
School Improvement Advisory	Bisgard, Gadelha
Health & Human Development	Breitfelder, AbouAssaly
Special Education Advisory	Breitfelder, Nelson

### **1100: Adjournment** ***Motion 163-03-06***

Motion AbouAssaly, second Patterson to adjourn at 7:24 PM. Voice vote. All ayes. Motion carried.

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Tim Isenberg, Board President

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Angie Morrison, Board Secretary

*Minutes submitted by Angie Morrison.*

## Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 03/03/2017 - 04/06/2017

Fiscal Year: 2016-2017

Vendor Name	Description	Check Total
<b>Fund: Aquatic Center</b>		
BMO MASTERCARD	GENERAL SUPPLIES	\$1,133.62
BMO MASTERCARD	TRAVEL	\$350.85
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$20,084.63
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$373.15
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$1,595.59
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$373.15
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$1,595.59
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$1,518.94
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$534.20
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$801.68
IOWA SWIMMING, INC (DES MOINES)	GENERAL SUPPLIES	\$70.00
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$6.68
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$13.91
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$7.49
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$842.81
SPLASH MULTISPORT	GENERAL SUPPLIES	\$716.40
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3.36
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$497.71
<b>Fund Total:</b>		<b>\$30,519.76</b>
<b>Fund: DEBT SERVICE</b>		
AHLERS AND COONEY, P.C.	OTHER PROFESSIONAL	\$26,220.17
BANKERS TRUST COMPANY	OTHER PROFESSIONAL	\$250.00
PIPER JAFFRAY INC	OTHER PROFESSIONAL	\$44,875.00
<b>Fund Total:</b>		<b>\$71,345.17</b>
<b>Fund: GENERAL</b>		
ACME TOOLS	INSTRUCTIONAL SUPPLIES	\$12.99
ADVANCE AUTO PARTS	MAINTENANCE SUPPLIES	\$219.16
ADVANCE AUTO PARTS	TRANSP. PARTS	\$631.79
ADVANTAGE	GENERAL SUPPLIES	\$236.68
AGVANTAGE FS	GASOLINE	\$1,583.14
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$444.00
AHLERS AND COONEY, P.C.	OTHER PROFESSIONAL	\$380.00
AIRFX TRAMPOLINE PARK	INSTRUCTIONAL SUPPLIES	\$455.00
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$984.57
ALL INTEGRATED SOLUTIONS	MAINTENANCE SUPPLIES	\$143.56
ALL INTEGRATED SOLUTIONS	TRANSP. PARTS	\$240.80
ALLIANT ENERGY	ELECTRICITY	\$64,239.81
AMANDA DOLLEY	INSTRUCTIONAL SUPPLIES	\$540.00
AMERICAN TIME	REPAIR/MAINT SERVICE	\$1,595.00
ANDERSON, JT	TRAVEL	\$105.30
AOSNC, LLC	TECH REPAIRS	\$122.50
APPLE COMPUTER INC	COMP/TECH HARDWARE	\$299.00
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$897.00
ARNOLD MOTOR SUPPLY	MAINTENANCE SUPPLIES	\$90.96



# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 03/03/2017 - 04/06/2017

Fiscal Year: 2016-2017

Vendor Name	Description	Check Total
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$674.76
ASCD	DUES AND FEES	\$284.00
ASCD	GENERAL SUPPLIES	\$89.00
ATLANTIC COCA-COLA	INSTRUCTIONAL SUPPLIES	\$540.52
AUTISM-PRODUCTS.COM	INSTRUCTIONAL SUPPLIES	\$43.98
AUTO-JET MUFFLER	TRANSP. PARTS	\$112.06
BAKER & TAYLOR, INC	LIBRARY BOOKS	\$453.16
BARK'S PIZZA INC	INSTRUCTIONAL SUPPLIES	\$117.00
BARNES & NOBLE	LIBRARY BOOKS	\$276.52
BAUER BUILT	TIRES AND TUBES	\$781.22
BELIN-BLANK CENTER	INSTRUCTIONAL SUPPLIES	\$200.00
BIG RIGGER BUILDERS INC	VEHICLE REPAIR	\$1,832.22
BISGARD SHANNON	TRAVEL	\$10.14
BISGARD SHANNON	TRAVEL	\$33.35
BMO MASTERCARD	ADVERTISING	\$9.48
BMO MASTERCARD	COMP/TECH HARDWARE	\$1,069.55
BMO MASTERCARD	COMPUTER SOFTWARE	\$241.68
BMO MASTERCARD	DUES AND FEES	\$1,080.00
BMO MASTERCARD	GENERAL SOFTWARE	\$14.99
BMO MASTERCARD	GENERAL SUPPLIES	\$6,666.12
BMO MASTERCARD	GROUNDS UPKEEP	\$54.57
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$13,475.16
BMO MASTERCARD	LIBRARY BOOKS	\$189.06
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$1,954.07
BMO MASTERCARD	OTHER PROFESSIONAL	\$1,074.54
BMO MASTERCARD	PROF SERV: EDUCATION	\$923.91
BMO MASTERCARD	REPAIR PARTS	\$1,076.10
BMO MASTERCARD	REPAIR/MAINT SERVICE	\$87.35
BMO MASTERCARD	SMALL TOOLS	\$4.49
BMO MASTERCARD	STAFF WORKSH/CONF	\$6,293.91
BMO MASTERCARD	TRAVEL	\$5,931.17
BMO MASTERCARD	VEHICLE REPAIR	\$53.65
BOOKHOUSE	INSTRUCTIONAL SUPPLIES	\$424.58
BP	GASOLINE	\$73.86
BRIZARD SYLVIE	TRAVEL	\$58.34
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$55.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$235.00
C.R. GLASS CO	OTHER PROFESSIONAL	\$465.00
C.R. GLASS CO	REPAIR/MAINT SERVICE	\$787.98
CALCARA MARILYN	TRAVEL	\$22.50
CAMP COURAGEOUS	INSTRUCTIONAL SUPPLIES	\$100.00
CAMPBELL SUPPLY	MAINTENANCE SUPPLIES	\$159.99
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$26,900.98
CAROLINA BIOLOGICAL SUPPLY	INSTRUCTIONAL SUPPLIES	\$2,455.02
CDW - GOVERNMENT	COMP/TECH HARDWARE	\$1,886.80

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 03/03/2017 - 04/06/2017

Fiscal Year: 2016-2017

Vendor Name	Description	Check Total
CEDAR RAPIDS COMM SCH DIST	INSTRUCTIONAL SUPPLIES	\$4,287.00
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$1,754.69
CEDAR RAPIDS COMM SCH DIST	Purchased Service from LEA	\$38,792.80
CEDAR RAPIDS COMM SCH DIST	TUITION IN STATE	\$669.65
CEDAR RAPIDS COMM SCH DIST	TUITION OE-REG ED	\$4,731.30
CEDAR RAPIDS COMM. SCHOOL/RW	PROF SERV: EDUCATION	\$8,334.48
CEDAR RAPIDS ICE ARENA	INSTRUCTIONAL SUPPLIES	\$87.00
CEDAR RAPIDS TIRE	MAINTENANCE SUPPLIES	\$513.29
CEDAR RAPIDS TOOL & DIE	INSTRUCTIONAL SUPPLIES	\$4,515.00
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$1,595.56
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$3,758.91
CENTURY CAB INC	DUES AND FEES	\$841.50
CENTURL INK	TELEPHONE	\$1,405.88
CENTURLINK	TELEPHONE	\$3,131.79
CHRISTIAN KARLA	TRAVEL	\$132.60
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$318.01
CITY LAUNDERING COMPANY	INSTRUCTIONAL SUPPLIES	\$756.65
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$859.84
CITY LAUNDERING COMPANY	MAINTENANCE SUPPLIES	\$972.00
CLARK SECURITY PRODUCTS INC	MAINTENANCE SUPPLIES	\$816.06
CLEMENS CANVAS & MFG. CO.	MAINTENANCE SUPPLIES	\$80.00
CMS COMMUNICATIONS	COMP/TECH HARDWARE	\$208.85
COE COLLEGE	TRAVEL	\$84.00
COLLECTION	EE LIAB-GARNISHMENTS	\$2,482.00
COLTON KRISTI	TRAVEL	\$25.47
COMMUNICATIONS ENGINEERING CO	RADIOS	\$660.00
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$10.00
CONNOR J KOPPIN	INSTRUCTIONAL SUPPLIES	\$600.00
COOKSLEY DAWN	TRAVEL	\$34.52
COPYWORKS	INSTRUCTIONAL SUPPLIES	\$380.00
COUNTY LINE HATCHERY	INSTRUCTIONAL SUPPLIES	\$432.00
CR/LC SOLID WASTE AGENCY	MAINTENANCE SUPPLIES	\$98.16
CRESCENT ELECTRIC	MAINTENANCE SUPPLIES	\$1,003.54
CROELL REDI-MIX INC	GROUNDS UPKEEP	\$140.63
CULLIGAN	INSTRUCTIONAL SUPPLIES	\$29.00
CULLIGAN	MAINTENANCE SUPPLIES	\$1,171.20
CUMMINS CENTRAL POWER LLC	GENERAL SOFTWARE	\$379.58
DAFIT-NESS LLC	OTHER PROFESSIONAL	\$450.00
DEMCO	GENERAL SUPPLIES	\$654.07
DEMCO	LIBRARY BOOKS	\$265.44
DENNIS COMPANY	REPAIR PARTS	\$1,695.52
DEPARTMENT OF EDUCATION	BUS INSPECTION FEES	\$80.00
DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	\$223.43
DOMINO'S PIZZA-4358	INSTRUCTIONAL SUPPLIES	\$51.89
DON JOHNSTON INCORPORATED	GENERAL SUPPLIES	\$998.82

# Linn-Mar Community School District

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Vendor Name	Description	Check Total
DOORS INC	REPAIR/MAINT SERVICE	\$98.25
EMS DETERGENT SERVICES	INSTRUCTIONAL SUPPLIES	\$112.00
EMSLRC	INSTRUCTIONAL SUPPLIES	\$170.00
ENTAS JAMI	TRAVEL	\$37.36
ENTERPRISE	RENTALS EQUIPMENT	\$1,888.71
F & W SERVICE CO., INC	REPAIR/MAINT SERVICE	\$217.60
FAMILY VIDEO	FACILITY RENTAL	\$3,642.04
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$31.89
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,398,514.66
FEDEX	GENERAL SUPPLIES	\$10.07
FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS	\$6,050.35
FOLLETT SCHOOL SOLUTIONS, INC	TEXTBOOKS	(\$2,194.50)
FRY KEVIN	TRAVEL	\$24.49
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$603.75
GASWAY CO, J P	GENERAL SUPPLIES	\$23,937.20
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$522.40
GILCREST/JEWETT	INSTRUCTIONAL SUPPLIES	\$2,270.92
GRAINGER	MAINTENANCE SUPPLIES	\$783.73
GRANT WOOD AEA	ADVERTISING	\$90.80
GRANT WOOD AEA	DUES AND FEES	\$25.00
GRANT WOOD AEA	GENERAL SOFTWARE	\$53,970.00
GRANT WOOD AEA	GENERAL SUPPLIES	\$198.00
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$65,670.82
GRANT WOOD AEA	STAFF WORKSHOP/CONF	\$530.00
GRANT WOOD AEA	UNDESIGNATED	\$33.50
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$1,349.49
GROUT MUSEUM DISTRICT	INSTRUCTIONAL SUPPLIES	\$24.00
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$1,184.00
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$54,868.66
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$261.00
HARVEY, GABRIELLE	Professional Educational Services	\$150.00
HAYES ELIZABETH	TRAVEL	\$22.50
HEARTLAND HOME CARE, INC	PROF SERV: EDUCATION	\$2,915.00
HERFF JONES	GENERAL SUPPLIES	\$1,364.52
HERFF JONES	INSTRUCTIONAL SUPPLIES	\$716.36
HICKS KRISTI	TRAVEL	\$3.51
HOBART SERVICE	REPAIR PARTS	\$84.62
HOGLUND BUS CO. INC	TRANSP. PARTS	\$2,648.16
HOUGHTON MIFFLIN HARCOURT	INSTRUCTIONAL SUPPLIES	\$2,841.30
HY-VEE FOOD STORE-8555	INSTRUCTIONAL SUPPLIES	\$192.53
HY-VEE FOOD STORE-8556	GENERAL SUPPLIES	\$64.90
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$1,189.37
IMON COMMUNICATIONS LLC	TELEPHONE	\$1,935.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$70,429.01
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$301,144.99

# Linn-Mar Community School District

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Vendor Name	Description	Check Total
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$70,429.01
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$301,144.99
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$480,310.10
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$347.50
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$63.00
INVOLTA	OTHER TECH SER	\$345.00
IOWA CITY COMMUNITY SCHOOLS	PROF SERV: EDUCATION	\$1,562.50
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$85,721.73
IOWA DEPT OF REVENUE - ADMIN WAGE LEVY	EE LIAB-GARNISHMENTS	\$133.16
IOWA DIVISION OF LABOR	OTHER PROFESSIONAL	\$80.00
IOWA MS, INC PARTS	REPAIR/MAINT SERVICE	\$54.95
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$2,902.11
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$266,821.55
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$400,456.91
IOWA RADIO SUPPLY CO., INC.	REPAIR/MAINT SERVICE	\$35.16
IOWA SCHOOL FOR THE DEAF	TUITION IN STATE	\$4,745.56
IOWA SHARES	EE LIAB-CHARITY	\$28.00
IRISH REPORTING INC	LEGAL SERVICES	\$272.00
ISFIS	OTHER PROFESSIONAL	\$578.50
IWI MOTOR PARTS	VEHICLE REPAIR	\$443.23
JCD REPAIR	COMP/TECH HARDWARE	\$148.00
JESSEN ALICIA	TRAVEL	\$30.34
JOHNSTONE SUPPLY	REPAIR PARTS	\$704.51
JUICEBOX INTERACTIVE	OTHER TECH SER	\$3,900.00
KESL CAROL	TRAVEL	\$58.73
KIRKWOOD COMM COLLEGE	GENERAL SUPPLIES	\$200.00
KIRKWOOD COMM COLLEGE	TUITION-COMM COLLEGE	\$97,177.80
KOENEN KARLA	TRAVEL	\$10.42
KRETSCHMAR KELLY	TRAVEL	\$63.96
L.L. PELLING CO	GROUNDS UPKEEP	\$80.75
LAKESHORE	INSTRUCTIONAL SUPPLIES	\$458.85
LANE TODD	TRAVEL	\$34.59
LASER RESOURCES, LLC	Copies	\$10,093.57
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$222.95
LICKETY SPLIT, INC	INSTRUCTIONAL SUPPLIES	\$156.74
LIECHTY DEB	TRAVEL	\$86.81
LINN CO-OP OIL	GASOLINE	\$25,472.83
LINN CO-OP OIL	MAINTENANCE SUPPLIES	\$44.49
LINN COUNTY REC	ELECTRICITY	\$46,321.68
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$569.49
LINN-MAR FOUNDATION	EE LIAB-CHARITY	\$10.00
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$279.02
LMEA	EE LIAB-UNION DUES	\$468.71
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$22.14
LUDWIG DAN	TRAVEL	\$105.30

# Linn-Mar Community School District

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Vendor Name	Description	Check Total
LYNCH DALLAS, P.C.	LEGAL SERVICES	\$35.00
LYNCH FORD	TRANSP. PARTS	\$219.20
LYNCH FORD	VEHICLE REPAIR	\$619.82
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$4,559.46
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$12,308.19
MADISON NATIONAL LIFE INS. CO., INC	RETIREE INSURANCE	\$100.00
MARION INDEPENDENT SCHOOLS	TUITION IN STATE	\$95,689.21
MARION IRON CO.	GENERAL SUPPLIES	\$50.00
MARION IRON CO.	MAINTENANCE SUPPLIES	\$164.48
MARION JANITORIAL SUPPLY CO	GENERAL SUPPLIES	\$131.15
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$1,878.74
MARION POLICE	DUES AND FEES	\$1,171.75
MARION TIMES	ADVERTISING	\$1,006.64
MARION WATER DEPT	WATER/SEWER	\$10,214.14
MATHESON-LINDWELD	INSTRUCTIONAL SUPPLIES	\$40.85
MCMASTER-CARR	MAINTENANCE SUPPLIES	\$138.61
MEASUREMENT INCORPORATED	INSTRUCTIONAL SUPPLIES	\$133.95
MEDCO	GENERAL SUPPLIES	\$40.00
MENARDS -13127	GENERAL SUPPLIES	\$74.67
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$1,214.66
MERCY EAP SERVICES	OTHER PROFESSIONAL	\$1,972.00
MERCYCARE COMMUNITY PHYSICIANS	OTHER PROFESSIONAL	\$360.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$31,931.11
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$405,118.38
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$2,590.84
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$24,360.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$16,713.34
MID AMERICAN ENERGY	NATURAL GAS	\$31,336.35
MIDWAY OUTDOOR EQUIPMENT INC	MAINTENANCE SUPPLIES	\$943.60
MIDWEST COMPUTER PRODUCTS	AUDIO-VISUAL MEDIA	\$82.74
MIDWEST COMPUTER PRODUCTS	COMP/TECH HARDWARE	\$370.76
MIDWEST COMPUTER PRODUCTS	INSTRUCTIONAL SUPPLIES	\$2,208.68
MIDWEST WHEEL	TRANSP. PARTS	\$623.21
MIRACLE RECREATION EQUIPMENT	REPAIR/MAINT SERVICE	\$39.00
MOBYMAX, LLC	INSTRUCTIONAL SUPPLIES	\$99.00
MORRISON ANGIE	TRAVEL	\$111.93
MT.VERNON COMM.SCHOOL DIST	TUITION OPEN ENROLL	\$156.34
MTI DISTRIBUTING INC	MAINTENANCE SUPPLIES	\$443.69
NAAE	INSTRUCTIONAL SUPPLIES	\$13.50
NATURE'S WAY CLEANERS	INSTRUCTIONAL SUPPLIES	\$259.00
NOLTE, CORNMANN & JOHNSON P.C.	OTHER PROFESSIONAL	\$240.00
NSPRA	OTHER PROFESSIONAL	\$275.00
OFFICE EXPRESS	GENERAL SUPPLIES	\$280.33
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$2,011.95
OLD CREAMERY THEATRE	INSTRUCTIONAL SUPPLIES	\$625.00

# Linn-Mar Community School District

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Vendor Name	Description	Check Total
OLSON ERIC	OFFICIAL/JUDGE	\$75.00
ORKIN PEST CONTROL	Pest Control	\$805.00
OTICON INC	INSTRUCTIONAL SUPPLIES	\$566.00
P & D WELDING	EQUIPMENT REPAIR	\$450.62
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$227.60
PEARSON EDUCATION CUSTOMER SERV	TEXTBOOKS	\$8,665.07
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$1,031.09
PESI, INC	STAFF WORKSH/CONF	\$249.98
PFEIL NAOMI	INSTRUCTIONAL SUPPLIES	\$135.00
PITNEY BOWES	POSTAGE/UPS	\$243.08
PITSCO INC	INSTRUCTIONAL SUPPLIES	\$356.32
PIZZA RANCH	INSTRUCTIONAL SUPPLIES	\$68.97
PLUMBERS SUPPLY COMPANY	GENERAL SUPPLIES	\$227.00
PLUMBERS SUPPLY COMPANY	MAINTENANCE SUPPLIES	\$4,502.73
POOL TECH MIDWEST INC	CHEMICALS	\$1,190.40
PORTER JENNIFER	TRAVEL	\$66.42
PRAIRIE HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$140.00
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$2,405.87
QUALITY AUTO REBUILDERS	VEHICLE REPAIR	\$2,455.47
QUALITY CLEANING EQUIPMENT	GENERAL SUPPLIES	\$375.00
QUILL CORPORATION	GENERAL SUPPLIES	\$62.57
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$609.88
QUINN STORAGE	Pest Control	\$75.00
RAUSCH ERICA	TRAVEL	\$192.66
REAMS SPRINKLER SUPPLY	REPAIR PARTS	\$4.13
RED CEDAR CHAMBER MUSIC	Professional Educational Services	\$3,500.00
REINHART INSTITUTIONAL FOODS INC	INSTRUCTIONAL SUPPLIES	\$69.98
REPUBLIC SERVICES	GARBAGE COLLECTION	\$3,639.75
ROCHESTER ARMORED CAR CO INC	OTHER PROFESSIONAL	\$607.36
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$119.60
SADLER POWER TRAIN	TRANSP. PARTS	\$2,629.90
SAM'S CLUB	INSTRUCTIONAL SUPPLIES	\$79.50
SCHOLASTIC BOOK FAIR INC	LIBRARY BOOKS	\$9,133.50
SCHOLASTIC BOOK FAIR INC	MISC REVENUE	\$3,893.21
SCHOLASTIC MAGAZINE	INSTRUCTIONAL SUPPLIES	\$217.53
SCHOOL BUS SALES	TRANSP. PARTS	\$2,513.51
SCHOOL DATEBOOKS	INSTRUCTIONAL SUPPLIES	\$77.25
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$111.16
SCHOOL SPECIALTY INC	INSTRUCTIONAL SUPPLIES	\$985.52
SCHULTZ STRINGS INC	INSTRUCTIONAL SUPPLIES	\$114.75
SEESAW LEARNING, INC	INSTRUCTIONAL SUPPLIES	\$2,120.00
SEIU LOCAL 199	EE LIAB-UNION DUES	\$728.85
SHARON K. GONZALEZ,	TAXES AND ASSESSMENT	\$2,424.00
SHORTER MARGARET	TRAVEL	\$54.44
SPORT CONSTRUCTION MIDWEST	MAINTENANCE SUPPLIES	\$90.00

# Linn-Mar Community School District

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Vendor Name	Description	Check Total
SPRAY-LAND USA	GENERAL SUPPLIES	\$6.20
STANDARD BEARINGS	MAINTENANCE SUPPLIES	\$156.53
SUMMIT COMPANIES	OTHER PROFESSIONAL	\$685.00
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3,256.04
SUNDANCE/NEWBRIDGE ED PUBLISHING	INSTRUCTIONAL SUPPLIES	\$411.40
SYSTEMS UNLIMITED, INC.	PROF SERV: EDUCATION	\$2,613.50
TEACHER'S DISCOVERY	INSTRUCTIONAL SUPPLIES	\$144.37
TENNIS SERVICES OF IOWA	MAINTENANCE SUPPLIES	\$26.38
THE SHREDDER	OTHER PROFESSIONAL	\$172.00
THERAPRO INC	INSTRUCTIONAL SUPPLIES	\$38.25
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$156.42
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$14,100.52
TJ REICHER INC.	EQUIPMENT >\$1999	\$1,000.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$210,926.45
TRUCK BUILDERS	VEHICLE REPAIR	\$3,434.10
U.S. CELLULAR	TELEPHONE	\$645.09
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$604.04
UNITED REFRIGERATION	REPAIR PARTS	\$107.84
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$1,281.71
UNIVERSITY OF IOWA PENTACREST MUSEUMS	INSTRUCTIONAL SUPPLIES	\$72.00
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$835.26
URBAN SUPERINTENDENTS ASSOC.OF AMERICA	GENERAL SUPPLIES	\$425.00
VAN METER CO	MAINTENANCE SUPPLIES	\$4,897.58
VAN PRAAG, DIANNE	TRAVEL	\$12.01
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$60,996.47
WAGE WORKS	EE LIAB-FLEX DEP CARE	\$15,740.80
WAGE WORKS	EE LIAB-FLEX HEALTH	\$11,141.51
WALMART	GENERAL SUPPLIES	\$18.32
WALMART	INSTRUCTIONAL SUPPLIES	\$532.25
WALSH DOOR & HARDWARE	REPAIR PARTS	\$1,181.00
WARD'S NATURAL SCIENCE	INSTRUCTIONAL SUPPLIES	\$34.16
WELLMARK	OTHER PROFESSIONAL	\$1,176.00
WENDLING QUARRIES	GROUPS UPKEEP	\$277.91
WEST MUSIC CO	EQUIPMENT REPAIR	\$229.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$2,037.72
YMCA-3167	INSTRUCTIONAL SUPPLIES	\$225.00
ZIMMERMAN JESSICA	TRAVEL	\$16.73

**Fund Total: \$7,097,692.27**

### Fund: LOCAL OPT SALES TAX

CDI COMPUTER DEALERS INC	COMP/TECH HARDWARE	\$1,840.00
MIDWEST COMPUTER PRODUCTS	COMP/TECH HARDWARE	\$447.62
OPN ARCHITECTS, INC.	ARCHITECT	\$24,613.00
TRI-CITY ELECTRIC COMPANY OF IOWA	COMP/TECH HARDWARE	\$10,317.50

**Fund Total: \$37,218.12**

# Linn-Mar Community School District

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Vendor Name	Description	Check Total
<b>Fund: NUTRITION SERVICES</b>		
ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$19,790.60
BAUER BUILT	VEHICLE REPAIR	\$223.06
BMO MASTERCARD	GENERAL SUPPLIES	\$221.51
BROWN ANGELA	UNEARNED REVENUE	\$32.95
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$1,822.84
DIETZ CINDY	GENERAL SUPPLIES	\$45.00
EARTHGRAINS	PURCHASE FOOD	\$3,880.25
EMS DETERGENT SERVICES	CLEANING PRODUCTS	\$2,537.75
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$148,696.73
FISH STACY	TRAVEL	\$4.13
GARLOW ALAN	UNEARNED REVENUE	\$7.40
GOODWIN TUCKER GROUP	EQUIPMENT REPAIR	\$698.22
HUMITECH OF IOWA INC	REPAIR/MAINT SERVICE	\$40.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$2,985.95
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$12,767.31
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$2,985.95
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$12,767.31
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$14,989.06
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$8,356.57
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$12,541.80
LASER RESOURCES, LLC	Copies	\$4.78
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$147.35
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$202.54
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$270.78
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$17,121.83
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$1,049.54
MORENO LISA	GENERAL SUPPLIES	\$37.98
NOTH RUTH	TRAVEL	\$6.75
OFFICE EXPRESS	GENERAL SUPPLIES	\$270.63
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$163.95
REINHART INSTITUTIONAL FOODS INC	GENERAL SUPPLIES	\$743.66
REINHART INSTITUTIONAL FOODS INC	PAPER PRODUCT SUPPLY	\$8,597.38
REINHART INSTITUTIONAL FOODS INC	PURCHASE FOOD	\$221,600.32
SCHOOL NUTRITION ASSOCIATION	DUES AND FEES	\$40.50
SUKU ELIZABETH	UNEARNED REVENUE	\$103.00
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$42.20
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$6,710.40
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$150.60
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$780.00
<b>Fund Total:</b>		<b>\$503,438.58</b>
<b>Fund: PHY PLANT &amp; EQ LEVY</b>		
B & H PHOTO	EQUIPMENT >\$1999	\$3,199.92
COMMUSA	CONSTRUCTION SERV	\$2,077.61
CUMMINS CENTRAL POWER LLC	CONSTRUCTION SERV	\$2,182.94



# Linn-Mar Community School District

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Vendor Name	Description	Check Total
DE LAGE LANDEN PUBLIC FINANCE	COMPUTER/COPIER RENT	\$4,525.00
DRYSPEACE INC	CONSTRUCTION SERV	\$1,430.48
GRAINGER	BLDG. CONST SUPPLIES	\$499.80
HAWKEYE ELECTRICAL CONTRACTORS	CONSTRUCTION SERV	\$18,157.00
HAWKEYE MATERIAL HANDLING	BLDG. CONST SUPPLIES	\$1,207.90
LARSON CONSTRUCTION COMPANY, INC	CONSTRUCTION SERV	\$34,232.80
LASER RESOURCES, LLC	EQUIPMENT >\$1999	\$2,355.00
MIDWEST COMPUTER PRODUCTS	COMP/TECH HARDWARE	\$20,907.46
MIDWEST TECHNOLOGY PRODUCTS	EQUIPMENT >\$1999	\$14,359.00
OPN ARCHITECTS, INC.	ARCHITECT	\$4,434.34
TRANSFINDER CORPORATION	COMPUTER SOFTWARE	\$4,700.00
VALUE INSPIRED PRODUCTS/SERVICES	CONSTRUCTION SERV	\$3,275.00
<b>Fund Total:</b>		<b>\$117,544.25</b>
<b>Fund: Pool 10 Million Issue and 2013 10M Issue</b>		
DLR GROUP INC	ARCHITECT	\$53,648.90
LARSON CONSTRUCTION COMPANY, INC	CONSTRUCTION SERV	\$70,753.26
PODS ENTERPRISES, LLC	BLDG. CONST SUPPLIES	\$934.00
<b>Fund Total:</b>		<b>\$125,336.16</b>
<b>Fund: PUB ED &amp; REC LEVY</b>		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,532.52
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$31.01
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$132.55
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$31.01
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$132.55
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$206.63
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$145.99
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$219.11
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$2.51
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$7.19
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$414.66
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$86.07
XCCENT, INC	EQUIPMENT REPAIR	\$2,592.15
<b>Fund Total:</b>		<b>\$5,533.95</b>
<b>Fund: STUDENT ACTIVITY</b>		
BARNYARD SCREEN	INSTRUCTIONAL SUPPLIES	\$422.00
BMO MASTERCARD	DUES AND FEES	\$20.00
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$7,396.02
BMO MASTERCARD	STUDENT FEES	\$47.86
BMO MASTERCARD	TRAVEL	\$9,457.49
BOYS & GIRLS CLUB OF GREATER DUBUQUE	INSTRUCTIONAL SUPPLIES	\$390.00
BROWN DAVID	TRAVEL	\$242.97
CEDAR FALLS HIGH SCHOOL	DUES AND FEES	\$250.00
CEDAR GRAPHICS INC	INSTRUCTIONAL SUPPLIES	\$228.69
CEDAR RAPIDS BOWLING CENTER	INSTRUCTIONAL SUPPLIES	\$105.00

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 03/03/2017 - 04/06/2017

Fiscal Year: 2016-2017

Vendor Name	Description	Check Total
CITYWIDE CLEANERS	INSTRUCTIONAL SUPPLIES	\$134.00
COE COLLEGE	DUES AND FEES	\$250.00
CONDON SHERRI	INSTRUCTIONAL SUPPLIES	\$322.00
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$1,166.50
CRAFT-COCHRAN	INSTRUCTIONAL SUPPLIES	\$1,836.00
CROSSOVER SYMMETRY	INSTRUCTIONAL SUPPLIES	\$761.50
DEI ROSSI MARKETING	INSTRUCTIONAL SUPPLIES	\$266.45
DIEHARD SCARVES LLC	INSTRUCTIONAL SUPPLIES	\$395.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,985.96
FIRST TO THE FINISH INC	INSTRUCTIONAL SUPPLIES	\$36.99
FLINN SCIENTIFIC	INSTRUCTIONAL SUPPLIES	\$106.80
GONZALEZ TARA	MISC REVENUE	\$66.00
GRIGGS MUSIC INC	EQUIPMENT >\$1999	\$308.00
GROUT MUSEUM DISTRICT	INSTRUCTIONAL SUPPLIES	\$54.00
HELMRICK RICK	OFFICIAL/JUDGE	\$200.00
HOUSE OF TROPHIES	INSTRUCTIONAL SUPPLIES	\$210.00
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$2,406.25
INDEPENDENCE COMM SCHOOL DIST	DUES AND FEES	\$120.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$68.51
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$293.11
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$68.51
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$293.11
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$315.87
IOWA CHEERLEADING COACHES ASSOC.	INSTRUCTIONAL SUPPLIES	\$45.00
IOWA FFA ALUMNI ASSOCIATION	DUES AND FEES	\$50.00
IOWA FFA ASSOCIATION	DUES AND FEES	\$400.00
IOWA HIGH SCHOOL SPEECH ASSOC	INSTRUCTIONAL SUPPLIES	\$44.00
IOWA JAZZ CHAMPIONSHIPS	INSTRUCTIONAL SUPPLIES	\$200.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$261.67
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$392.68
IOWA STATE TRACK & FIELD	DUES AND FEES	\$115.00
JEFFERSON HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$90.00
KEVIN BUGLEWICZ	INSTRUCTIONAL SUPPLIES	\$75.00
KOLLEGE TOWN SPORTS	INSTRUCTIONAL SUPPLIES	\$2,134.73
LETTER PERFECT	INSTRUCTIONAL SUPPLIES	\$1,064.64
MARION POLICE	INSTRUCTIONAL SUPPLIES	\$301.00
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$614.89
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$202.50
MUSCATINE HIGH SCHOOL	DUES AND FEES	\$80.00
NATHAN JOHN SEVERSON	INSTRUCTIONAL SUPPLIES	\$450.00
NEBRASKA-IOWA KEY CLUB	INSTRUCTIONAL SUPPLIES	\$200.00
NEFF	INSTRUCTIONAL SUPPLIES	\$293.19
SOCCER.COM	INSTRUCTIONAL SUPPLIES	\$1,068.66
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$135.12
UNI ATHLETICS	DUES AND FEES	\$150.00

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 03/03/2017 - 04/06/2017

Fiscal Year: 2016-2017

Vendor Name	Description	Check Total
UNIVERSITY OF DUBUQUE	DUES AND FEES	\$300.00
WALMART	INSTRUCTIONAL SUPPLIES	\$79.97
WEST HIGH SCHOOL	DUES AND FEES	\$90.00
WEST MUSIC CO	EQUIPMENT >\$1999	\$300.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$69.15
WILWERT NICHOLAS	INSTRUCTIONAL SUPPLIES	\$250.00

**Fund Total: \$41,681.79**

**Fund: Student Store**

BMO MASTERCARD	GENERAL SUPPLIES	\$144.95
BRANDED CUSTOM SPORTSWEAR, INC	GENERAL SUPPLIES	\$1,245.33
BSN SPORTS	GENERAL SUPPLIES	\$1,840.00

**Fund Total: \$3,230.28**

**Grand Total: \$8,033,540.33**

End of Report

# **AIA** Document G701™ – 2001

## Change Order

<b>PROJECT</b> (Name and address):	<b>CHANGE ORDER NUMBER:</b> CC-04	<b>OWNER:</b> <input type="checkbox"/>
Linn-Mar High School Kitchen	<b>DATE:</b> January 31, 2017	<b>ARCHITECT:</b> <input type="checkbox"/>
Renovation and Oak Ridge Middle		<b>CONTRACTOR:</b> <input type="checkbox"/>
School Cafeteria Expansion		<b>FIELD:</b> <input type="checkbox"/>
Marion, Iowa	<b>ARCHITECT'S PROJECT NUMBER:</b> 11-13105-23 /	<b>OTHER:</b> <input type="checkbox"/>
	11-12121-10	
<b>TO CONTRACTOR</b> (Name and address):	<b>CONTRACT DATE:</b> March 7, 2016	
Garling Construction, Inc.	<b>CONTRACT FOR:</b> General Construction	
1120 11 <sup>th</sup> Street		
Belle Plaine, IA 52208		

### THE CONTRACT IS CHANGED AS FOLLOWS:

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

Credit for not providing sod on the east side of the High School north of Door 9.

23.29 sq x \$60/sq = \$1,397.40. Work performed by Larson Construction.

Per e-mail correspondence from Larson Construction dated October 31, 2016.

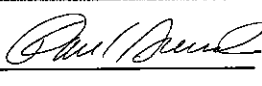
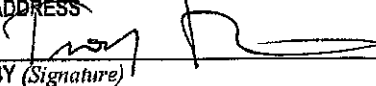
The original Contract Sum was	\$ 1,970,000.00
The net change by previously authorized Change Orders	\$ -6,418.00
The Contract Sum prior to this Change Order was	\$ 1,963,582.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 1,397.40
The new Contract Sum including this Change Order will be	\$ 1,962,184.60

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 on or before August 12, 2016 for the Linn-Mar High School Kitchen Renovation and on or before September 30, 2016 for the Oak Ridge Middle School Cafeteria Expansion project.

**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.

<b>DLR Group, inc. (an Iowa Corporation)</b>	<b>Garling Construction, Inc.</b>	<b>Linn-Mar Community School District</b>
<b>ARCHITECT</b> (Firm name)	<b>CONTRACTOR</b> (Firm name)	<b>OWNER</b> (Firm name)
1430 Locust Street	1120 11 <sup>th</sup> Street	2999 N. Tenth Street
Suite 200	Belle Plaine, IA 52208	Marion, IA 52302
Des Moines, IA 50309		
<b>ADDRESS</b>	<b>ADDRESS</b>	<b>ADDRESS</b>
<b>BY</b> (Signature)	<b>BY</b> (Signature)	<b>BY</b> (Signature)
Paul Arend 	Troy Pins, President 	Tim Isenberg, School Board President
(Typed name)	(Typed name)	(Typed name)
2/28/2017	02/27/2017	
<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

**PROFESSIONAL SERVICES AGREEMENT**

**CLIENT:** Linn-Mar Community School District  
**ATTN:** Mr. Rick Ironside  
2999 10th St  
Marion, Iowa 52302

**PROJECT:** LRC Fire Sprinkler System

**LOCATION:** Marion, Iowa

**DATE:** March 20, 2017

**PROJECT DESCRIPTION**

The scope of the project consists of the provision of a fire sprinkler system by the District for the Linn-Mar Learning Resource Center building. This proposal is based on the following assumptions, per our preliminary discussions and walkthrough:

1. The building will be fully sprinklered throughout.
2. The existing fire alarm system does not need to be upgraded; new sprinkler system monitoring devices will be tied to the existing panel, potentially requiring an expansion module.
3. A new fire water service will be provided to the building, tied to the existing 8" water main located in the parking lot area to the east of the building.
4. No ceiling replacement will be required, other than replacing any lay-in tiles that are damaged by the contractor.

**SCOPE OF SERVICES**

We will provide civil, mechanical and electrical engineering, and construction administration services for the project.

These services will consist of the following tasks:

1. Field Investigation Phase
  - a. Visit the project site to verify conditions affecting the improvements.
  - b. Prepare documents indicating existing conditions.
2. Design and Bid Phase
  - a. Conduct meetings with district staff, to discuss the scope of the project and to review the final drawings.
  - b. Prepare bid documents including the general conditions, bid forms, notice of hearing and letting, and plans and technical specifications suitable for obtaining competitive bids for construction. Prepare an opinion of construction cost.
  - c. Print twenty (20) sets of plans and specifications.



- d. Issue plans and specifications.
  - e. Conduct a pre-bid meeting with contractors and respond to questions from contractors as they review the documents and prepare their bids.
  - f. Prepare and issue addenda.
  - g. Assist in opening and evaluating the bids. Provide a bid tabulation and letter of recommendation of award.
4. Construction Phase.
- a. Conduct a preconstruction conference.
  - b. Attend regular progress meetings and conduct construction observation visits to observe and report on work-in-progress. An average of one site visit every other week of construction.
  - c. Provide written reports to you relative to the progress of the work.
  - d. Review change orders, project submittals, requests for information and contractor applications for payment.
  - e. Conduct one (1) post construction review of the work per architectural/engineering discipline and review contractor's punch list of items to be completed.
  - f. Conduct one (1) final review of the work per architectural/engineering discipline after the contractor has notified us that they have completed the punch list.
  - g. Upon completion of construction, we will prepare final closeout documents and assist in obtaining executed documents to conclude the work.

#### ***CLIENT RESPONSIBILITIES***

It will be your responsibility to provide the following:

- 1. Provide site access for Shive-Hattery personnel.

#### ***SCHEDULE***

We will begin our services upon receipt of this Agreement executed by you which will serve as a notice to proceed.

The services shall be performed per a mutually agreed upon schedule. Our understanding is the intent is to complete construction in the classroom areas before the start of classes in August 2017, and complete the remainder of work later in the fall.

## COMPENSATION

Description	Fee	Fee Type	Reimbursable Expenses
Field Investigation, site survey	\$5,000.00	Fixed Fee	\$500.00
Design and Bid Phase	\$11,500.00	Fixed Fee	\$1,000.00
Construction Phase	\$4,500.00	Fixed Fee	\$500.00
<b>TOTAL</b>	<b>\$21,000.00</b>		<b>\$2,000.00</b>

### Fee Types:

Fixed Fee - We will provide the Scope of Services for the fee amount(s) listed above.

### Reimbursable Expenses:

Estimated amount - The estimated Reimbursable Expense amount(s) above will be reimbursed in accordance with our Reimbursable Expense Fee Schedule in effect at the time that the expense is incurred. The expenses include printing costs and mileage. We will not exceed the amount(s) without your prior authorization.

The terms of this proposal are valid for 30 day(s) from the date of this proposal.

## SERVICES NOT INCLUDED

The following are additional services not included in this proposal.

1. Design for abatement of hazardous materials in areas affected by construction activity. Hazardous materials in those areas must be removed prior to the start of construction.
2. Barrier air-monitoring services related to asbestos abatement. These services will be provided under a separate contract.

## STANDARD TERMS AND CONDITIONS

### PARTIES

"S-H" shall mean Shive-Hattery, Inc., Shive-Hattery A/E Services, P.C., or Design Organization, a Division of Shive-Hattery, Inc.

"CLIENT" shall mean the person or entity executing this Agreement with "S-H."

### LIMITATION OF LIABILITY AND WAIVER OF CERTAIN DAMAGES

*The CLIENT agrees, to the fullest extent of the law, to limit the liability of S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, to the CLIENT and any person or entity claiming by or through the CLIENT, for any and all claims, damages, liabilities, losses, costs, and expenses including reasonable attorneys' fees, experts' fees, or any other legal costs, in any way related to the Project or Agreement from any cause(s) to an amount that shall not exceed the compensation received by S-H under the agreement or fifty thousand dollars (\$50,000), whichever is greater. The parties intend that this limitation of liability apply to any and all liability or cause of action, claim, theory of recovery, or remedy however alleged or arising, including but not limited to negligence, errors or omissions, strict liability, breach of contract or warranty, express, implied or equitable indemnity and all other claims, which except for the limitation of liability above, the CLIENT waives.*

CLIENT hereby releases S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, and none shall be liable to the CLIENT for consequential, special, exemplary, punitive, indirect or incidental losses or damages, including but not limited to loss of use, loss of product, cost of capital, loss of goodwill, lost revenues or loss of profit, interruption of business, down time costs, loss of data, cost of cover, or governmental penalties or fines.

**INDEMNIFICATION**

*Subject to the limitation of liability in this Agreement, S-H agrees to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors, shareholders, employees, contractors, subcontractors and consultants against all claims, damages, liabilities, losses or costs, including reasonable attorneys' fees, experts' fees, or other legal costs to the extent caused by S-H's negligent performance of service under this Agreement and that of its officers, directors, shareholders, and employees.*

The CLIENT agrees to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants, and affiliated companies against all damages, liabilities, losses, costs, and expenses including, reasonable attorneys' fees, expert's fees, and any other legal costs to the extent caused by the acts or omissions of the CLIENT, its employees, agents, contractors, subcontractors, consultants or anyone for whom the CLIENT is legally liable.

**HAZARDOUS MATERIALS - INDEMNIFICATION**

To the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold S-H, its officers, directors, shareholders, employees, agents, consultants and affiliated companies, and any of them harmless from and against any and all claims, liabilities, losses, costs, or expenses including reasonable attorney's fees, experts' fees and any other legal costs (including without limitation damages to property, injuries or death to persons, fines, or penalties), arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acids, alkalies, toxic chemicals, liquids, gases, polychlorinated biphenyl, petroleum contaminants, spores, biological toxins, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

**STANDARD OF CARE**

Services provided by S-H under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances on projects of similar size, complexity, and geographic location as that of the Project. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.

**BETTERMENT**

The CLIENT recognizes and expects that certain change orders may be required to be issued as the result in whole or part of imprecision, incompleteness, omissions, ambiguities, or inconsistencies in S-H's drawings, specifications, and other design, bidding or construction documentation furnished by S-H or in other professional services performed or furnished by S-H under this Agreement (herein after in this Betterment section referred to as S-H Documentation). If a required item or component of the Project is omitted from S-H's Documentation, the CLIENT is responsible for paying all costs required to add such item or component to the extent that such item or component would have been required and included in the original S-H Documentation. In no event will S-H be responsible for costs or expense that provides betterment or upgrades or enhances the value of the Project.

**RIGHT OF ENTRY**

The CLIENT shall provide for entry for the employees, agents and subcontractors of S-H and for all necessary equipment. While S-H shall take reasonable precautions to minimize any damage to property, it is understood by the CLIENT that in the normal course of the project some damages may occur, the cost of correction of which is not a part of this Agreement.

**PAYMENT**

Unless otherwise provided herein, invoices will be prepared in accordance with S-H's standard invoicing practices then in effect and will be submitted to CLIENT each month and at the completion of the work on the project. Invoices are due and payable upon receipt by the CLIENT. If the CLIENT does not make payment within thirty (30) days after the date the invoice was mailed to the CLIENT, then the amount(s) due S-H shall bear interest due from the date of mailing at the lesser interest rate of 1.5% per month compounded or the maximum interest rate allowed by law. In the event that S-H files or takes any action, or incurs any costs, for the collection of amounts due it from the client, S-H shall be entitled to recover its entire cost for attorney fees and other collection expenses related to the collection of amounts due it under this Agreement. Any failure to comply with this term shall be grounds for a default termination.



### **TERMINATION**

Either party may terminate this Agreement for convenience or for default by providing written notice to the other party. If the termination is for default, the non-terminating party may cure the default before the effective date of the termination and the termination for default will not be effective. The termination for convenience and for default, if the default is not cured, shall be effective seven (7) days after receipt of written notice by the non-terminating party. In the event that this Agreement is terminated for the convenience of either party or terminated by S-H for the default of the CLIENT, then S-H shall be paid for services performed to the termination effective date, including reimbursable expenses due, and termination expenses attributable to the termination. In the event the CLIENT terminates the Agreement for the default of S-H and S-H does not cure the default, then S-H shall be paid for services performed to the termination notice date, including reimbursable expenses due, but shall not be paid for services performed after the termination notice date and shall not be paid termination expenses. Termination expenses shall include expenses reasonably incurred by S-H in connection with the termination of the Agreement or services, including, but not limited to, closing out Project records, termination of subconsultants and other persons or entities whose services were retained for the Project, and all other expenses directly resulting from the termination.

### **INFORMATION PROVIDED BY OTHERS**

S-H shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to S-H such information, including electronic media, as is available to the CLIENT and the CLIENT's consultants and contractors, and S-H shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is difficult for S-H to assure the accuracy, completeness and sufficiency of such client-furnished information, either because it is provided by others or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them, from and against any and all claims, liabilities, losses, costs, expenses (including reasonable attorneys' fees, experts' fees, and any other legal costs) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT.

### **UNDERGROUND UTILITIES**

Information for location of underground utilities may come from the CLIENT, third parties, and/or research performed by S-H or its subcontractors. S-H will use the standard of care defined in this Agreement in providing this service. The information that S-H must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them for all claims, losses, costs and damages arising out of the location of underground utilities provided or any information related to underground utilities by S-H under this Agreement.

### **CONTRACTOR MATTERS**

CLIENT agrees that S-H shall not be responsible for the acts or omissions of the CLIENT's contractor, or subcontractors, their employees, agents, consultants, suppliers or arising from contractor's or subcontractors' work, their employees, agents, consultants, suppliers or other entities that are responsible for performing work that is not in conformance with the construction Contract Documents, if any, prepared by S-H under this Agreement. S-H shall not have responsibility for means, methods, techniques, sequences, and progress of construction of the contractor, subcontractors, agents, employees, agents, consultants, or others entities. In addition, CLIENT agrees that S-H is not responsible for safety at the project site and that safety during construction is for the CLIENT to address in the contract between the CLIENT and contractor.

### **SHOP DRAWING REVIEW**

If, as part of this Agreement S-H reviews and approves Contractor submittals, such as shop drawings, product data, samples and other data, as required by S-H, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. S-H's review shall be conducted with reasonable promptness while allowing sufficient time in S-H's judgment to permit adequate review. Review of a specific item shall not indicate that S-H has reviewed the entire assembly of which the item is a component. S-H shall not be responsible for any deviations from the contract documents not brought to the attention of S-H in writing by the Contractor. S-H shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

### **OPINIONS OF PROBABLE COST**

If, as part of this Agreement S-H is providing opinions of probable construction cost, the CLIENT understands that S-H has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing, and that S-H's opinions of probable construction costs are to be made on the basis of S-H's qualifications and experience. S-H makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

### **CONSTRUCTION OBSERVATION**

If, as part of this Agreement S-H is providing construction observation services, S-H shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Contract Documents. Unless otherwise specified in the Agreement, the CLIENT has not retained S-H to make detailed inspections or to provide exhaustive or continuous project review and observation services. S-H does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, its subcontractors, employees, agents, consultants, suppliers or any other entities furnishing materials or performing any work on the project.

S-H shall advise the CLIENT if S-H observes that the contractor is not performing in general conformance of Contract Documents. CLIENT shall determine if work of contractor should be stopped to resolve any problems.

### **OTHER SERVICES**

The CLIENT may direct S-H to provide other services including, but not limited to, any additional services identified in S-H's proposal. If S-H agrees to provide these services, then the schedule shall be reasonably adjusted to allow S-H to provide these services. Compensation for such services shall be at S-H's Standard Hourly Fee Schedule in effect at the time the work is performed unless there is a written Amendment to Agreement that contains an alternative compensation provision.

### **OWNERSHIP & REUSE OF INSTRUMENTS OF SERVICE**

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by S-H as instruments of service shall remain the property of S-H. The CLIENT shall not reuse or make any modifications to the plans and specifications without the prior written authorization of S-H. The CLIENT agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless S-H its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them from any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to any unauthorized reuse or modifications of the construction documents by the CLIENT or any person or entity that acquires or obtains the plans and specifications from or through the CLIENT without the written authorization of S-H.

### **DISPUTE RESOLUTION**

If a dispute arises between S-H and CLIENT, the executives of the parties having authority to resolve the dispute shall meet within thirty (30) days of the notification of the dispute to resolve the dispute. If the dispute is not resolved within such thirty (30) day time period, CLIENT and S-H agree to submit to non-binding mediation prior to commencement of any litigation and that non-binding mediation is a precondition to any litigation. Any costs incurred directly for a mediator, shall be shared equally between the parties involved in the mediation.

### **EXCUSABLE EVENTS**

S-H shall not be responsible for any event or circumstance that is beyond the reasonable control of S-H that has a demonstrable and adverse effect on S-H's ability to perform its obligations under this Agreement or S-H's cost and expense of performing its obligations under this Agreement (an "Excusable Event"), including without limitation, a change in law or applicable standards, actions or inactions by a governmental authority, the presence or encounter of hazardous or toxic materials on the Project, war (declared or undeclared) or other armed conflict, terrorism, sabotage, vandalism, riot or other civil disturbance, blockade or embargos, explosion, epidemic, quarantine, strike, lockout, work slowdown or stoppage, accident, act of God, failure of any governmental or other regulatory authority to act in a timely manner, unexcused act or omission by CLIENT or contractors of any level (including, without limitation, failure of the CLIENT to furnish timely information or approve or disapprove of S-H's services or work product promptly, delays in the work caused by CLIENT, CLIENT's suspension, breach or default of this Agreement, or delays caused by faulty performance by the CLIENT or by contractors of any level). When an Excusable Event occurs, the CLIENT agrees S-H is not responsible for damages, nor shall S-H be deemed to be in default of this Agreement, and S-H shall be entitled to a change order to equitably adjust for S-H's increased time and/or cost to perform its services due to the Excusable Event.

### **ASSIGNMENT**

Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

### **SEVERABILITY, SURVIVAL AND WAIVER**

Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the CLIENT and S-H shall survive the completion of the services hereunder and the termination of this Agreement. The failure of a party to insist upon strict compliance of any term hereof shall not constitute a waiver by that party of its rights to insist upon strict compliance at a subsequent date.





March 31, 2017

J.T. Anderson, CFO  
Linn-Mar Community School District  
2999 North 10<sup>th</sup> Street  
Marion, Iowa 52302

Re: Linn-Mar/OPN Architects – Fee Proposal  
Revised Master Planning / Bond Issue Services

Dear J.T.:

Thank you for inviting our team to submit a revised fee proposal for the educational facility assessment's and capital bond planning services for the Linn-Mar Community School District. As our initial work progressed specific to the bond issue, it was collectively recognized that the needs of the District required a much more broad analysis and higher level of detail to ensure the immediate and long-term needs of the District were best aligned.

Our initial scope of work and related deliverables outlined in our proposal of December 12, 2016 remains intact, and the modified scope of work required within this proposal is as follows:

**New 5<sup>th</sup>-6<sup>th</sup> Grade Facility at the 35<sup>th</sup> Avenue Site:**

Work to include the facility programming, site analysis, conceptual planning and cost estimating of this new building on this site. The planning will include site and building design to a level that can be understood and presented to the public in both floor plans and 3-dimesnional renderings.

**New 5<sup>th</sup>-6<sup>th</sup> Grade Facility at the existing Echo Hill Site:**

Work to include the facility programming, site analysis, conceptual planning and cost estimating of this new building on this site. The planning will include site and building design to a level that can be understood and presented to the public in both floor plans and 3-dimesnional renderings.

**New K-4<sup>th</sup> Grade Facility at the 35<sup>th</sup> Avenue Site:**

Work to include the facility programming, site analysis, conceptual planning and cost estimating of this new building on this site adjacent to the proposed new 5<sup>th</sup>-6<sup>th</sup> grade facility. The planning will include site and building design to a level that can be understood and presented to the public in conceptual planning only.

**Renovations and Improvements to the existing Learning Resource Center:**

Minimal work to include the initial facility assessment, programming and potential costs for use as administrative offices and high school support spaces and related costs.

Our initial work included Wilkins, Indian Creek, and Bowman Woods elementary schools, Excelsior Middle School, and Oak Ridge Middle School, and involved the assessment of existing conditions, and related planning to include design and cost estimating for needed improvements. The work involved at each of these facilities has explored many options, and is currently ongoing and nearing completion.

Daniel J. Thies, AIA

Steven K. Knierim, AIA

Bradd A. Brown, AIA

Terry L. Gebard, AIA

David J. Sorg, AIA

Roger B. Worm, AIA

Richard S. Seely, AIA

Wesley T. Reynolds, AIA

**Cedar Rapids**

200 Fifth Ave SE, Ste. 201  
Cedar Rapids, IA 52401  
Phone (319) 363 6018

**Des Moines**

100 Court Ave, Ste. 100  
Des Moines, IA 50309  
Phone (515) 309 0722

**Madison**

301 N. Broom, Ste. 100  
Madison, WI 53703  
Phone (608) 819 0260

[www.opnarchitects.com](http://www.opnarchitects.com)

Insight + Passion

OPN Architects – Fee Proposal  
Revised Master Planning / Bond Issue Services  
March 31, 2017

Our consultant team for this proposal includes the following, with a brief description of their company's respective roles:

- OPN Architects: Overall project coordination, Site and Facility Assessments, Design Options, Program Test Fits, Cost Estimating, Renderings, and Bond Issue Materials.
- Design Engineers: Site, Facility and Systems Assessments, Cost Estimating.
- Rippe Associates: Food Service Planning and Equipment
- Hall and Hall Engineers: Civil and Site Engineering
- Stecker Harmsen: Cost Estimating.

Per our initial scope of work, this proposal also includes:

Analysis/Assessment

- Demographics/enrollment projections, and impact on current and future facility needs in collaboration with RSM Consultants
- Facility capacities/utilization, and methods to improve program use or function.
- Analysis of existing conditions of buildings and grounds.
- Building systems analysis to improve operations, address sustainability and maximize efficiency, and lower operations and maintenance costs.
- Utilize trending district and industry educational specifications.
- Gather data applicable to all facets of facility planning and operations.

Community Engagement

- Participate in district and community meetings to promote support, including members of staff, students, and general public to guide decisions.
- Organize data to present to participants to inform and gain fact-based consensus.
- Participate in facility "tours" to identify needs and address questions or concerns.
- Create promotional material templates for district printing and distribution before and during the pre-bond period.
- Meet with local and state authorities to ensure design options meet requirements of City and State codes, planned development, etc.

Conceptual Design and Cost Estimates

- Create multiple conceptual design options for redesign, renovations and new construction to explore best solutions, phasing, and related costs.
- Address current and future technology needs.
- Explore utility and mechanical systems options to increase efficiency and lower costs.

OPN Architects – Fee Proposal  
Revised Master Planning / Bond Issue Services  
March 31, 2017

- Master plan “big picture” options to address a collective, greater view of future district needs beyond current requirements.
- Create conceptual cost estimates addressing various scope of work, phasing, alternatives and schedule.
- Collaborate with local/city authorities to master plan options that involve design or economic impact to adjacent properties or sites.

**Schedule**

Deliver final report to the district by an agreed date in advance of a potential September 2017 bond vote.

**Fee Proposal**

Our total fee for work completed to-date for the initial scope of services of December 12, 2016 is \$24,613. The proposed added fee for the revised scope of services is \$49,250.

The lump sum combined fee is \$73,863. This fee is all-inclusive and will have no addition reimbursable expense requests.

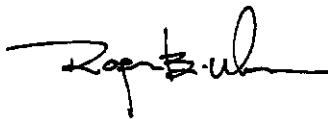
**Term.**

This Agreement shall be effective as of the date of client approval, and shall continue for a period concluding August 30, 2017, unless terminated or modified by either party. Our work will commence immediately upon approval.

Should you have any questions, please do not hesitate to contact me for further clarification as needed. If our proposal is in order and acceptable, please sign where noted below, and return one copy to me for our file. Thank you again for the opportunity to present our proposal for this exciting work!

With Kind Regards,

Accepted and Agreed – Client



Roger B. Worm, AIA  
Principal, OPN Architects, Inc.

\_\_\_\_\_  
By: Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Title

# **Timberline Billing Service LLC**

1801 Fuller Road, West Des Moines, Iowa 50265

Phone 515-222-0827 Fax 515-222-0834

## **Agreement of Service**

The document serves as a legally binding agreement between Timberline Billing Service LLC (Timberline) and Linn Mar Community School District (District) regarding the accessing of Medicaid reimbursement for covered school-based services.

Timberline is a Limited Liability Company formed and headquartered in the State of Iowa. Timberline is a statewide medical claim processing company, specializing in working with local school districts and Medicaid. The agreement is set forth herein:

### **Background**

Timberline assists school districts as a Medicaid provider in accessing Medicaid reimbursement for covered services. This includes both special education services and primary preventive services provided in the school-based setting. As a full-service company, Timberline will work with District staff to assure appropriate documentation (from training to monitoring completed forms), process the staff documentation for submission of claims to Medicaid and the review of claims which may need to be resubmitted to Medicaid.

### **Timberline Responsibilities**

- 1) Present information about the Medicaid Local Education Agency (LEA) Program to the District's administration and staff.
- 2) Train the District's staff on the covered services and documentation requirements for the LEA program.
- 3) Monitor and review the documentation/claiming forms of all District staff.
- 4) Keep all District information acquired as a result of these services confidential. In the event that any disclosure of any documentation/information acquired by Timberline is required by law, Timberline will notify the District of such obligation prior to such disclosure. Notwithstanding the above, Timberline shall be in full compliance with all requirements of FERPA, as required by the District, and with HIPAA and their respective rules and regulations as well as laws of the State of Iowa regarding mental health, substance abuse and AIDS information. Further, any documentation or information obtained pursuant to this Agreement will be destroyed or returned to the District, at the sole discretion of the District, upon termination of this Agreement.
- 5) Compare District staff documentation with the quarterly Medicaid eligibility listing from District to ensure student eligibility for the students reported on claiming forms provided by LEA.

- 6) Submit Medicaid claims, or respond to District with listing of additional information needed to process the claim, within 60 days from the receipt of the documentation.
- 7) Review any denied claims for reconciliation. This may include resubmission or communication with District on the reason for the appropriate denial of the claim by Medicaid.
- 8) Provide quarterly updates on Iowa Medicaid LEA program benefits. This may be accomplished via the Timberline website, newsletter, or emails to the contact person for District.
- 9) Continue consultation and communication with the Iowa Medicaid Enterprise, Department of Education and the Medicaid fiscal intermediary to ensure the District's full compliance with all requirements of the Medicaid program.
- 10) Perform a quarterly Quality Assurance Service for the District. This will include a full review of all documentation for a random sample of paid claims during the previous quarter.
- 11) Provide Timberline's proprietary software, T-TRAK, for confidential use by the District, its employees and contractors. Timberline owns T-TRAK and the copyright to it. Nothing in this Agreement shall change Timberline's ownership rights to its intellectual property, including but not limited to T-TRAK.
- 12) Obligations are conditioned upon the prior performance by the District as set forth under the District's responsibility.

#### **District Responsibilities**

- 1) Obtain provider certification as required by the Iowa Medicaid program for LEA billing.
- 2) Provide Timberline Billing Service with a quarterly Medicaid eligibility list of students with IEP's. This listing is available via the web-IEP application for all school districts in Iowa.
- 3) Ensure that all personnel for which claims are submitted meet standards as set forth in Iowa Department of Education rule 281, Iowa Administrative Code 41.401 (256B, 34CFR300), to the extent that their certification or license allows them to provide services. Practitioners shall meet the Board of Educational Examiners' Licensure or recognition requirements for the position. Additionally, practitioners are required to hold a professional or occupational license, certificate or permit if they do not hold a Board of Educational examiner's licensure.
- 4) Verify that all providers are not excluded from participation in Medicaid by the U.S. Department of Health and Human Services Office of the Inspector General.



- 5) Provide required access to all personnel, materials, information and financial data necessary to accomplish the designated services listed in this Agreement of Service. Notwithstanding the above, both parties recognize and agree that the District must be in compliance with FERPA, HIPAA and Iowa laws regarding the treatment of substance abuse, mental health and AIDS information, as well as any other applicable federal or state laws, and that the District will not be in breach of this provision if it is prohibited from providing required information to Timberline on the basis of compliance with such laws.
- 6) Provide Timberline Billing Service LLC with a list, and update as needed, of all District staff authorized to access District reports on the Timberline client-only website.
- 7) Complete enrollment with Iowa Medicaid to name Timberline Billing Service LLC as the District's vendor.
- 8) Keep Timberline's proprietary software, T-TRAK, confidential and not share it with any third party or individual. District shall devote its best efforts to protect T-TRAK and any associated documentation against any unauthorized or unlawful use or copying. Under no circumstances may District decompile or attempt to reverse engineer or derive source code of T-TRAK, or permit any third party to do so.

### **Fees**

District shall pay Timberline a fee equal to six percent (6%) of the net Medicaid reimbursement retained by District. This does not include any Medicaid funds that are returned to the Iowa Department of Human Services. This fee will be calculated monthly based on the paid claims for the preceding month. District shall make payment to Timberline within thirty (30) days from the date of the invoice. Unpaid balances will accrue interest at the rate of 1.5% per month commencing forty-five (45) days from the date of the invoice.

### **General Terms**

**District Information, Confidentiality, and Use.** All data provided to Timberline by the District, either by manual or electronic means, is and shall remain the property of the District. Timberline may have access to certain District information and data, all of which shall be considered confidential. Timberline agrees that all such information and data shall be used only for the intended purpose and shall not sell, rent, share or otherwise disclose any such information and data to any unauthorized third party.

**Warranty.** Notwithstanding anything contained in this Agreement to the contrary, Timberline represents and warrants that it is the owner of or otherwise has the right to use, distribute, and license or sublicense all materials and methodologies used in connection with providing the services and products which are the subject of this Agreement, and that such materials and methodologies shall not infringe any copyright or other proprietary right of a third party. Notwithstanding anything contained in this Agreement to the contrary, Timberline further represents and warrants that (a) the work

to be performed and services to be provided by it under this Agreement will be rendered using sound, professional practices and in a competent and professional manner by knowledgeable, trained and qualified personnel; (b) the work will be configured using commercially reasonable technical specifications; (c) the work will operate in conformance with the terms of this Agreement; (d) the work to be performed by it under this Agreement will not violate any law, statute, ordinance or regulation; and (e) the work to be performed by it under this Agreement will be free of any software disabling devices, internal controls, or computer programming routines that are intended to damage, detrimentally interfere with, surreptitiously intercept or expropriate any system, data or personal information.

Notwithstanding anything contained in this Agreement to the contrary, Timberline agrees to defend at its own cost and expense any threatened or actual claim or action against the District, its subsidiaries and/or affiliated companies, for actual or alleged infringement of any patent, copyright or other property right based on any work furnished to the District by Timberline under this Agreement or the use thereof by the District.

Notwithstanding anything contained in this Agreement to the contrary, Timberline warrants that the service will be available to the District and will be provided substantially in accordance with the descriptions and specifications set forth in any user documentation provided to the District. Timberline shall use commercially reasonable efforts to make the service continuously available to the District and to promptly restore availability if it is within Timberline's reasonable control.

Insurance. Timberline shall maintain liability insurance for protection from claims arising out of performance of services caused by negligent error, omission, or act for which the insured is legally liable. Such liability insurance will provide for coverage in a minimum amount of \$1,000,000 effective through the term of this Agreement and for claims made within one year thereafter. Upon request, Timberline shall provide to the District a certificate indicating that such insurance coverage has been obtained.

Notice. Notwithstanding anything contained in this Agreement to the contrary, any notice required or permitted by this Agreement will be deemed to be delivered, and thus effective, when personally received, or three days after being placed in the United States Mail, postage prepaid, and addressed to the party as detailed below:

Notice to Timberline must be sent to:

Dann Stevens, CEO  
1801 Fuller Road  
West Des Moines, Iowa 50265

Notice to the District must be sent to:

Dr. Quintin Shepherd, Superintendent  
2999 North 10<sup>th</sup> Street  
Marion, Iowa 52302

Timberline makes no guarantee of results with respect to any claim. Timberline shall not be liable for any errors or omissions contained in the information submitted to Timberline by the District. The District shall not be liable for any errors or omissions as a result of actions by Timberline staff.

### **Miscellaneous Terms**

This Agreement shall be governed exclusively by Iowa law. The parties expressly agree that any litigation arising between them related, in any way, to this Agreement and/or any and all disputes, actions, claims, or causes of action related thereto shall be initiated and maintained only in the U.S. District Court for the Southern District of Iowa or the District Court for Polk County, Iowa.

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then such provision shall be modified to the extent necessary to be valid and enforceable, and all other provisions of this Agreement shall remain in full force and effect.

The relationship between the parties is that of independent contract. No joint venture, partnership, employment, or agency relationship exists between the parties as a result of this Agreement. Neither party has the authority to create any obligations for the other, or to bind the other to any representation, statement or document.

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.

Neither party may assign any right or obligation under this Agreement, in whole or in part, without the other party's prior express written consent, which may be withheld at such party's reasonable discretion. Subject to the foregoing, this Agreement will be binding upon and will inure to the benefit of the parties and their respective successors and assignees.

The captions in this Agreement are included for convenience of reference only and are in no way meant to define or limit any of the provisions contained in this Agreement or otherwise affect their construction or effect. When a word or phrase is enclosed in parenthesis and quotation marks, i.e., ("Word"), then that word or phrase shall be interpreted as if fully written out in the following format: "(hereinafter referred to as the 'Word')," and thereafter in this Agreement, that word or phrase shall stand as an abbreviation of the longer phrase to which it relates.

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.

Anything in this Agreement to the contrary notwithstanding, Timberline 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.

**Term and Termination**

This Agreement of Service shall be effective July 1, 2017, and continue through June 30, 2020. This Agreement of Service shall be automatically renewed for additional terms of one year beginning the 1<sup>st</sup> day of July each subsequent year unless either party has provided written notice of the intention to terminate at least thirty (30) days prior to the then-current termination date. If termination is done prior to the then current termination date, either party must give thirty (30) days advance notice in writing of the intention to terminate the Agreement of Service. This Agreement of Service may also be terminated at any time by a party not in default hereunder upon thirty (30) days written notice to the party that has committed a material breach of this Agreement.

**Timberline Billing Service, LLC**



\_\_\_\_\_  
Dann Stevens, CEO

Date 3-20-17

**Linn Mar Community School District**

\_\_\_\_\_  
Board President

Date \_\_\_\_\_

**28E AGREEMENT BETWEEN THE CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT, THE COLLEGE COMMUNITY SCHOOL DISTRICT, AND THE LINN-MAR COMMUNITY SCHOOL DISTRICT.**

THIS 28E AGREEMENT is made and entered into on the 30<sup>th</sup> day of March, 2017, by and between the Cedar Rapids Community School District (CRCSD), the College Community School District (CCSD) and the Linn-Mar Community School District (LMCSD) pursuant to Iowa Code Chapter 28E. The parties agree as follows:

1. **PURPOSE:** The purpose of this agreement is to provide a shared secondary school program option called Iowa BIG (BIG) for the students of CRCSD, CCSD, and LMCSD.
2. **TERM:** The term of this Agreement shall be from the 15<sup>th</sup> day of February, 2017 to June 30, 2018. The parties hereto agree this Agreement shall be effective upon its execution by all parties and the duration shall be coterminous with the provisions contained herein.
3. **RESPONSIBILITIES OF THE PARTIES:**

**CRCSD, CCSD, and LMCSD agree to mutually provide the following in equal thirds unless otherwise noted:**

- 3.1. .35 FTE Executive Director of Iowa BIG, contracted through the CRCSD. Executive Director will conduct employee evaluations per each District's requirements and processes.
- 3.2. 1.0 FTE Executive Director of Strategic Planning and Partnerships, contracted through the Cedar Rapids Metro Economic Alliance.
- 3.3. 25 hours per week Administrative Assistant, contracted through the CRCSD.
- 3.4. Lease, equipment, and space costs for the operation of the Iowa BIG program.
- 3.5. 30 student spots per 1.0 FTE teacher provided or funded by the District. Unfilled seats may be filled by partner Districts at no additional cost to those Districts. Current obligation is 2.33 FTE per District.
- 3.6. Provide certified staff with a laptop computer.
- 3.7. Allow staff assigned to Iowa BIG to co-develop, co-market, and work with District staff to engage parents, students, and potential strategic business and community partners.
- 3.8. Supervision of the Executive Director by the District Superintendents or their designee.
- 3.9. Actively work together, in conjunction with Iowa BIG staff, to secure the monetary and non-monetary resources, real-world projects, business/community mentors, and other community support for BIG.
- 3.10. To jointly discuss and determine the course of action for future opportunities and costs for BIG that exceeds the budget and allocation provided by each District for Iowa BIG.
- 3.11. Other costs and expenses as mutually agreed upon.

**CRCSD, CCSD, and LMCSD will individually:**

- 3.12. Determine and award appropriate course credit for successful completion by District students in accordance to that District's program of studies, graduation requirements, and discretion.
- 3.13. Determine if and when funding for and access to college credit work completed at BIG for district-enrolled students will be provided. Each District maintains responsibility for any PSEO or Dual-Option college credit costs.

- 3.14. Provide other district resources as necessary so long as they do not cause undue burden on the district. (e.g. Communications office stories, etc.)
- 3.15. Provide periodic (at least once annually, more at the discretion of the individual Board) updates to the respective Board of Directors by the Executive Director and/or BIG staff.

**CRCSD agrees to provide the following:**

- 3.16. Act as fiscal agent for the agreement and provide accurate and timely billings to partner Districts.
- 3.17. Provide at least 2.33 FTE for the 2017/2018 school year. These positions will be as follows:
  - 1.0 Lead Teacher to provide coordination and lead the team of teachers in the operation of the program, including 10 added days for summer work and coordination. (Assigned: Mr. Shawn Cornally)
  - 1.0 Teacher to provide instruction to students in the Iowa BIG program, including 10 added days for summer work. (Assigned: Ms. Molly Sofranko)
  - .33 Funding for 3<sup>rd</sup> teacher TBD.
- 3.18. Contribute \$7,500 to the Iowa BIG project budget.
- 3.19. Provide 3.3 days (1/3) at per diem for lead teacher's 10 program leadership days.
- 3.20. Provide 1/3 of the lease payments for Iowa BIG rental spaces and any mutually agreed upon build out costs.
- 3.21. Provide technology for CRCSD enrolled students and 3.0 FTE staff.

**CCSD agrees to provide the following:**

- 3.22. Pay invoices to CRCSD in two semi-annual payments (July & January).
- 3.23. Provide at least 2.0 FTE for the 2017/2018 school year. These positions will be as follows:
  - 2.0 Certified teachers to serve on the BIG staff, aligned to the certification and skill needs of the BIG program, including 10 added days for each for summer work. (Assigned: Mr. Nate Pruett and Mr. Dennis Becker)
  - .33 Funding for 3<sup>rd</sup> teacher TBD.
- 3.24. Contribute \$7,500 to the Iowa BIG project budget.
- 3.25. Provide 3.3 days (1/3) at per diem for lead teacher's 10 program leadership days.
- 3.26. Provide 1/3 of the lease payments for Iowa BIG rental spaces and any mutually agreed upon build out costs.
- 3.27. Provide technology for CCSD enrolled students.

**LMCSD agrees to provide the following:**

- 3.28. Pay invoices to CRCSD in two semi-annual payments (July & January).
- 3.29. Provide at least 2.0 FTE for the 2017/2018 school year. These positions will be as follows:
  - 3.29.1. Certified teachers to serve on the BIG staff, aligned to the certification and skill needs of the BIG program, including 10 added days for each for summer work. (Assigned: Ms. Liz Sheka)
  - 3.29.2. Reimburse CRCSD for the full costs 1.0 teacher (Assigned: Mr. Mark Matson), an employee of the CRCSD, to serve as one of LMCSD's educators in the Iowa BIG program.
  - 3.29.3. .33 funding for 3<sup>rd</sup> teacher TBD.

- 3.30. Contribute \$7,500 to the Iowa BIG project budget.
- 3.31. Provide 3.3 days (1/3) at per diem for lead teacher's 10 program leadership days.
- 3.32. Provide 1/3 of the lease payments for Iowa BIG rental spaces and any mutually agreed upon build out costs beginning July 1, 2017.
- 3.33. Provide rental/build out costs equal to, but not to exceed, the costs incurred by CRCSD and CCSD for the build out of the Iowa BIG space at 415 12<sup>th</sup> Avenue SE, Cedar Rapids for a yet to be identified space in/near Marion for the second Iowa BIG student "family table." LMCSO will not share in rental space costs at NewBoCo until July 1, 2017 as their per-pupil enrollment fee for the 2016-17 includes those costs.
- 3.34. Provide technology for LMCSO enrolled students.

#### **4. USE OF FUNDS PROVIDED BY OUTSIDE ENTITIES AND/OR PROJECTS**

- 4.1. As of this contract date, Iowa BIG has secured funds of \$1,000,000 over a 5-year period beginning January 1, 2017 for the purpose of growing and developing the Iowa BIG model. These funds were awarded and provided by the XQ Super School Project and spending of those funds are done in collaboration and conjunction with the XQ Super School team assigned to Iowa BIG.
- 4.2. Iowa BIG intends, through the CRCSD, to apply for a federal Magnet School Assistance Program grant that would convert Iowa BIG into a Magnet School and make it eligible for a percentage of \$15 million over a 5-year grant period. The Executive Director of Iowa BIG will be responsible for developing this budget in collaboration with the three partner Districts.
- 4.3. Use of any funds secured by and for Iowa BIG through gifts and grants will be held in the Cedar Rapids Community School Foundation tagged specifically to Iowa BIG and expressly for the operation and advancement of the Iowa BIG program.
- 4.4. For the period January 1, 2017 through June 30, 2018, the XQ Super School grant will fund 100% of the costs of the Executive Director, the Iowa BIG Administrative Assistant, and a 7<sup>th</sup> 1.0 FTE teacher in order to provide more students the opportunity to be a part of Iowa BIG. It will also provide up to 25% of the costs associated with the Executive Director of Strategic Partnerships for Iowa BIG. These will be re-evaluated in conjunction with XQ Super Schools for the periods beyond June 30, 2018. Partner Districts will be responsible, as described above, for these costs if and when outside funding of this work is no longer available.
- 4.5. XQ Funds also provide travel and conference opportunities for staff assigned to Iowa BIG. These expenses will be charged to the Districts employing the staff member and reimbursed by XQ through the Cedar Rapids School Foundation.

#### **5. INSURANCE AND INDEMNIFICATION**

- A. During the duration of this Agreement, CCSD will provide a certificate of insurance, (or equivalent insurance document) naming the District as additional insured with general liability insurance limits of \$2,000,000.
- B. During the duration of this Agreement, LMCSO will provide a certificate of insurance, (or equivalent insurance document) naming the District as additional insured with general liability insurance limits of \$2,000,000.

- C. To the extent permitted by law, the District will indemnify and hold harmless CCSD from and against any and all losses, costs, damages and expenses, including reasonable attorney's fees and expenses, occasioned by , or arising out of, the District's negligence or willful misconduct in the performance of its duties under this agreement.
- D. CCSD will indemnify and hold harmless the District from and against any and all losses, costs, damages and expenses, including reasonable attorney's fees and expenses, occasioned by, or arising out of the CCSD negligence or willful misconduct in the performance of its duties under this agreement.
- E. To the extent permitted by law, the District will indemnify and hold harmless LMCSO from and against any and all losses, costs, damages and expenses, including reasonable attorney's fees and expenses, occasioned by, or arising out of, the District's negligence or willful misconduct in the performance of its duties under this agreement.
- F. LMCSO will indemnify and hold harmless the District from and against any and all losses, damages and expenses, including reasonable attorney's fees and expenses, occasioned by, or arising out of the LMCSO negligence or willful misconduct in the performance of its duties under this agreement.

## **6. ADMINISTRATION**

- A. No separate legal or administrative entity shall be created by this Agreement. The Associate Superintendent for the District, shall be designated as the administrator of the Agreement for purposes of Iowa Code Chapter 28E.
- B. The site advisory group shall exist in the spirit of cooperation whose purpose is to meet on an as needed basis to proactively address any issues or concerns that may exist from time to time. The site advisory group shall consist of a representative from the parties defined within this agreement and other parties as mutually agreed.
- C. No separate budget shall be established in connection with this Agreement.

## **7. TERMINATION**

- A. Termination for Cause. The occurrence of any one or more of the following events shall constitute cause for any of the parties included within this Agreement to declare another party in default of its obligations under the Agreement:
  - 1. Failure to make substantial and timely progress toward performance of the Agreement.
  - 2. Failure of another party's work product and services to conform to any specifications noted herein.
  - 3. Any other breach of the terms of this Agreement.
- B. Notice of Default. If there occurs a default event under Section 6A, the non-defaulting party or parties shall provide written notice to the defaulting party or parties, requesting that the breach or noncompliance be immediately remedied. In the event that the breach or noncompliance continues to be evidenced ten (10) days beyond the date specified in the written notice, the non-defaulting party or parties may either:
  - 1. Immediately terminate the Agreement without additional written notice; or,
  - 2. Enforce the terms and conditions of the Agreement and seek any available legal or equitable remedies.

In either event, the non-defaulting party or parties may seek damages as a result of the breach or failure to comply with the terms of the Agreement.



C. Disposition of Property. Upon the expiration or earlier termination of this Agreement, each party shall have sole custody and use of its respective property.

8. **CONTACT PERSON:** The Contact Persons shall serve until the expiration of the Agreement or the designation of a substitute Contact Person. During the term of this Agreement, each Contact Person shall be available to meet, as otherwise mutually agreed, to plan the services being provided under the Agreement. The Contact Persons are as follows:

Dr. Brad Buck, Superintendent  
Cedar Rapids Community School District  
2500 Edgewood Rd. NW  
Cedar Rapids, IA 52405

John Speer, Superintendent  
College Community School District  
401 76<sup>th</sup> Ave. SW  
Cedar Rapids, IA 52404

Dr. Quintin Shepherd, Superintendent  
Linn-Mar Community School District  
2999 N 10<sup>th</sup> St.  
Marion, Iowa 52302

**Cedar Rapids Community School District**

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

**College Community School District**

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

**Linn-Mar Community School District**

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

## PROVISION OF SERVICES AGREEMENT MERCY FAMILY COUNSELING

THIS AGREEMENT is entered into on this 21<sup>st</sup> day of August, 2017 by and between Linn Mar Community School District, with its principal place of business at 2999 North 10<sup>th</sup> Street, Marion, Iowa 52302 ("Company") and Mercy Medical Center, Cedar Rapids, Iowa, an Iowa non-profit corporation ("Service Provider").

WHEREAS, Service Provider provides quality, efficient and accessible health care, to residents of eastern Iowa, including medically underserved communities; and

WHEREAS, Company desires to contract with Service Provider to provide the services referred to in Exhibit "A" and Service Provider desires to contract for the provision of such services.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and agreements set forth herein, the parties agree as follows:

### ARTICLE I STATUS OF PARTIES

The parties to this Agreement are independent contractors. None of the provisions of this Agreement are intended to create or shall be construed to create, an employment relationship, agency, partnership, joint venture, corporation or any other relationship between the parties other than that of independent parties, contracting hereunder solely for the purpose of implementing the provisions of this Agreement. Accordingly, none of the parties hereto, nor any of their respective employees or agents, is, or by reason of the provisions hereof, shall be, deemed to be the agent, employee or representative of any other party. Company and Service Provider maintain separate and independent management and each has full, complete, absolute and sole authority and responsibility regarding their own separate organizations and operations.

### ARTICLE II SERVICE PROVIDER'S DUTIES

**Section 2.1 Provision of Services.** Service Provider shall provide services ("Services") during the school year upon request by Company. A description of Services is set forth in Exhibit "A" attached hereto and by this reference incorporated herein.

**Section 2.2 Qualifications of Service Provider.** Service Provider represents and warrants that they are qualified by virtue of education and experience to provide Services hereunder. Service Provider agrees to perform a criminal background check, including but not limited to a dependent adult abuse background check, and Medicare program exclusion check on Service Provider's employee providing Services under this Agreement.

**Section 2.3 Insurance.** Service Provider shall maintain general liability insurance in an amount acceptable to Company to insure Service Provider against any claim or claims for damages arising by reason of property damage, personal injury or death occasioned directly or indirectly in connection with any services provided by

Service Provider under this Agreement or shall be self-insured. Service Provider shall provide Company with a certificate of insurance upon request.

**Section 2.4 Compensation for Services.** Service Provider shall submit a bill to Company on a monthly basis for compensation of services. Such charges shall be based upon the fee schedule set forth in Exhibit "A".

### **ARTICLE III HIPAA RESPONSIBILITIES**

**Section 3.1 Use and Disclosure of Protected Health Information by Service Provider.** In fulfillment of Service Provider's obligations under this Agreement, Service Provider will regularly use and/or disclose Protected Health Information that is subject to the Standards for Privacy of Individually Identifiable Health Information promulgated under the Health Insurance Portability and Accountability Act of 1996 (the "Privacy Regulation").

### **ARTICLE IV EFFECTIVE DATE, TERM & TERMINATION**

**Section 4.1 Effective date.** The Effective Date of this Agreement shall be August 21, 2017.

**Section 4.2 Term.** This Agreement shall commence on the Effective Date of this Agreement and shall continue in full force and effect for one (1) year (the "initial term"). This Agreement may be renewed for additional one (1) year terms upon mutual prior written agreement of the parties.

**Section 4.3 Termination.** (a) This Agreement may be terminated at any time for any reason upon the mutual agreement of the parties.

(b) Either party may terminate this Agreement for any reason by giving the other party at least thirty (30) days prior written notice of the terminating party's intention to terminate the Agreement.

(c) Either party may immediately terminate this Agreement by written notice to the other party and may regard the other party as in default of this Agreement if the other party becomes insolvent, makes a general assignment for the benefit of creditors, files a voluntary petition of bankruptcy, suffers or permits the appointment of a receiver for its business or assets, or becomes subject to any proceeding under any bankruptcy or insolvency law, whether domestic or foreign, or has wound up or liquidated, voluntarily or otherwise. In the event that any of the above events occur, the insolvent party shall immediately notify the other party of its occurrence.

(d) Company may immediately terminate this Agreement in the event Company determines that Service Provider has breached a material term of this Agreement as provided under the HIPAA Privacy Regulations at 45 C.F.R. §164.504(3)(2)(iii).

**Section 4.4 Effects of termination.** Upon termination of this Agreement, neither party shall have any further obligation hereunder except for obligations accruing

prior to the date of termination and obligations, promises or covenants contained herein which are expressly made to extend beyond the term of this Agreement.

**Section 4.5 Covenant Regarding Employees.** Company covenants that, during the term of this Agreement, Company will not offer employment or employ any person who provided Services under this Agreement during the term of this Agreement, without the prior written consent of Service Provider. In addition, Company covenants that, during the term of this Agreement, Company will not receive Services from any person who provided Services under this Agreement during the term of this Agreement who is then providing services through another entity.

If Company violates any provision of this Paragraph 4.5, Company agrees to pay to Service Provider a dollar amount equal to six months' contracted price. The language in this paragraph shall not limit in any way additional damages which may be due to Service Provider under other paragraphs of this Agreement.

## **ARTICLE V NOTICES**

All notices required or permitted to be given under this Agreement shall be in writing and shall be sent certified mail, return receipt requested. All notices shall be deemed to have been given as of the date of the postmark by the Post Office. Postmark by meter machine shall not be recognized as due notice. All notices shall be addressed to the other party at the following addresses or at such other address as a party may from time to time designate by notice hereunder:

Timothy L. Charles, President & CEO  
Mercy Medical Center  
701 10<sup>th</sup> Street SE  
Cedar Rapids, IA 52403

Leisa Breifelder, Executive Director of  
Student Services  
Linn Mar Community School District  
2999 North 10<sup>th</sup> Street  
Marion, Iowa 52302

With a copy to:  
General Counsel  
Mercy Medical Center  
701 10<sup>th</sup> Street SE.  
Cedar Rapids, IA 52403

## **ARTICLE VI ACCESS TO RECORDS REQUIRED BY HHS**

If and to the extent required by Section 1395x(v)(1) of Title 42 of the United States Code, until the expiration of four years after the termination of this Agreement, the parties shall make available, upon written request to the Secretary of the United States Department of Health and Human Services, or upon request to the Comptroller General of the United States General Accounting Office, or any of their duly authorized representatives, a copy of this Agreement and such books, documents and records of the parties as are necessary to certify the nature and extent of the costs of the services provided by the parties under this Agreement. The parties agree that, in the event they carry out any of their duties under this Agreement through a subcontract with a value or cost of \$10,000 or more over a 12-month period with a related organization, such contract shall contain a clause to the effect that, until the expiration of four years after the

furnishing of such services pursuant to such subcontract, the related organization shall make available, upon written request to the Secretary of the United States Department of Health and Human Services, or upon request to the Comptroller General of the United States General Accounting Office, or any of their duly authorized representatives, a copy of such subcontract and such books, documents and records of the parties as are necessary to certify the nature and extent of such costs. The parties' obligations hereunder shall extend beyond the term of this Agreement.

## **ARTICLE VII CONFIDENTIALITY**

The parties agree to keep confidential and not use or disclose to others, except as expressly consented to by the other party or required by law, any secrets or confidential technology, proprietary information, customer lists, marketing analysis and strategies or trade secrets of the other party, or any matter or information ascertained through the provision of services hereunder, the use or disclosure of which might reasonably be construed to be contrary to the best interest of the other party. Company shall obtain the necessary signatures on the Statement of Understanding, a sample of which is attached hereto as Exhibit B. Each party's obligations under this Article VII shall extend beyond the term of this Agreement.

## **ARTICLE VIII NONDISCRIMINATION**

Neither party shall discriminate or permit discrimination against any employee, applicant or patient on the grounds of age, race, color, religion, sex, handicap or national origin as prohibited by state or federal law.

## **ARTICLE IX MISCELLANEOUS**

The following provisions shall extend beyond the term of this Agreement:

**Section 9.1 Iowa Law Applies.** This Agreement shall be construed, and all of the rights, powers, and liabilities of the parties hereunder shall be determined, in accordance with the laws of the State of Iowa.

**Section 9.2 Amendments to Law.** The parties recognize that this Agreement at all times is to be subject to applicable state, local, and federal law and that the Agreement shall be subject to amendments in such laws and regulations and to new legislation.

**Section 9.3 Law Supersedes Agreement.** Any provisions of law that invalidate, or otherwise are inconsistent with, the terms of this Agreement or that would cause one or both of the parties to be in violation of law, shall be deemed to have superseded the terms of this Agreement.

**Section 9.4 Illegality.** Notwithstanding any other provision of this Agreement, if any federal, state or local government or agency passes, issues, interprets, or promulgates any law, rule, regulation, standard or interpretation at any time while this Agreement is in effect which prohibits, restricts, limits or in any way materially adversely changes or affects any party's rights or obligations hereunder, the party so affected may

give the other party notice of intent to amend this Agreement to the satisfaction of the noticing party, to compensate for such prohibition, restriction, limitation or change. If the parties do not or cannot mutually agree to amend this Agreement in writing, then either party may elect to terminate this Agreement pursuant to section 4.3(b) above without further liability to the other.

**Section 9.5 Severability.** If any provision or clause of this Agreement or application thereof to any person or circumstances is held invalid or unlawful, such invalidity or unlawfulness shall not affect any other provision or clause of this Agreement or application thereof which can be given effect without the invalid or unlawful provision, clause or application.

**Section 9.6 Assignment.** All rights and obligations under this Agreement shall be personal to each party and shall not be assigned or otherwise disposed of by either party without prior written approval of the other party. Subject to the foregoing limitation upon assignment, the rights and obligations under this Agreement shall inure to the benefit of and be binding upon the parties hereto and upon their heirs, executors, administrators, successors and assigns.

**Section 9.7 No Third Party Beneficiaries.** Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the parties and the respective successors or assigns of the parties, any rights, remedies, obligations or liabilities whatsoever.

**Section 9.8 No Construction Against Drafting Party.** The parties acknowledge that each of them and their counsel have had an opportunity to review this Agreement and that this Agreement will not be construed against Service Provider merely because Service Provider has prepared it.

**Section 9.9 Entire Agreement.** This Agreement and all Exhibits attached hereto and incorporated herein contain the entire understanding between the parties. This Agreement shall supersede all prior agreements, writings and discussions between the parties regarding provision of Services.

**Section 9.10 Amendments.** No changes, modifications, or alterations of any of the terms and provisions contained in this Agreement and such Exhibits shall be effective unless changed, modified or altered in writing and signed by both parties hereto.

**Section 9.11 Non Solicitation** The parties agree that during the term of this Agreement and for a one (1) year period following termination of this Agreement, without the express written consent of the other party, neither party will offer employment to an employee of the other party who provides Services under this Agreement. In the event that a party violates this condition, the violating party agrees to pay an amount equal to six months wages for the employee to the other party.

**Section 9.12 Exclusivity.** The parties agree that this Agreement shall be non-exclusive.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first below written.

SERVICE PROVIDER:

\_\_\_\_\_  
Timothy Quinn, M.D., EVP & CCO  
Mercy Medical Center, Cedar Rapids IA

\_\_\_\_\_  
Date

COMPANY:

\_\_\_\_\_  
Tim Isenberg, Board President

\_\_\_\_\_  
Date



## **EXHIBIT "A"**

### **SERVICES AND FEES**

**1. SERVICES.** Service Provider agrees to provide easy access for students to mental health counseling services, provided by licensed mental health clinicians in an outpatient setting ( "Services") for Company upon Company's request and Service Provider's willingness to provide.

Services may include, but are not limited to:

To provide evidence based practices, which are treatments that have shown through clinical research to produce positive outcomes for children and their families.

To provide timely access to mental health care at the time it is needed most (within 48 hours) and in the setting that creates an environment for optimum outcome.

Initial referrals must be made by Company to designated Service Provider prior to scheduled appointment.

To reserve set time frames each week that are designated to address Company's students urgent mental health care needs.

**2. FEES.** Company shall pay Service Provider for Services as follows: \$75.00 per face to face counseling session provided by Service Provider. The maximum number of sessions is limited to three (3) per student, unless otherwise approved by Company in collaboration with Service Provider. For the term of this Agreement, the total annual reimbursement will not exceed \$20,000.00. Company agrees to pay Service Provider within 30 days of receipt of bill for Services.

## EXHIBIT "B"

### STATEMENT OF UNDERSTANDING



FAMILY COUNSELING / EAP  
319-398-6575 / 319-398-6694  
Fax 319-369-4673

To Our Linn-Mar Participants & Parents/Guardians,

Mercy Family Counseling is pleased that you have decided to use our services through our Linn-Mar and Mercy partnership. These counseling sessions are a voluntary service available to students who attend Linn-Mar schools. There are several things we want you to know before we begin discussing your reason for contacting us.

Personal problems are sometimes very difficult to talk about. That is why confidentiality is extremely important to us. We take every precaution in protecting the confidentiality of your visit with us and we hope that you will do the same. A written and electronic record (date, time, nature of meeting) of your contacts with Mercy Family Counseling will be maintained in a secure manner. Demographic information may be shared for research purposes only, but your identity and nature of your visit will remain confidential. Access to your record will not be given to anyone outside of Mercy Family Counseling, except as required by law or as described below.

This program provides an opportunity for you to discuss personal problems with us. We will help you with an assessment of your personal problems and then develop a plan of action with you and your Linn-Mar counselor. The plan of action may include a referral to an appropriate resource to help you resolve your problems. After the referral is made, we will follow up to be sure the referral is satisfactory. In the event that there is no referral, Mercy Family Counseling will continue to develop an action plan with you in collaboration with your Linn-Mar counselor and schedule additional counseling sessions if needed.

Please be aware that we are required to report:

1. Child, elder or disabled adult abuse or neglect;
2. A client who, in our judgment, presents a threat of imminent and serious bodily harm to himself/herself or others;
3. Medical records requested under a court order; and
4. Emergency medical circumstances which require immediate medical attention.

Linn-Mar has agreed to provide up to three counseling sessions per school calendar year at Mercy Family Counseling, 1340 Blairs Ferry Rd., Hiawatha location. We attempt to maintain up-to-date information on your health insurance coverage, so that we can refer you to providers covered by your plan. You will be responsible for payment of any additional services beyond the three (3) counseling sessions provided by Mercy Family Counseling. However, it your responsibility to verify that your insurance will cover the cost of such therapy, treatment, or other referral resources.

I hereby acknowledge that I have read and understand this Statement of Understanding.

---

Signature of Participant

Date

---

Printed Name

---

Signature of Parent/Guardian

Date

1340 Blairs Ferry Road / Hiawatha, Iowa 52233 / [www.mercycare.org](http://www.mercycare.org)



### Purchase Agreement

This agreement ("Agreement") takes effective April 5, 2017, between **Association for Supervision and Curriculum Development** d/b/a ASCD, ("ASCD") located at 1703 North Beauregard Street, Alexandria, VA 22311 and **Linn Mar School District** located at 3333 N. 10<sup>th</sup> St. Marion, IA 52302 under the following terms:

- 1. Products:** Customer shall purchase these ASCD products and services ("Products"):

Quantity	Product	Unit	Amount	Total
½ Day	APLS ½ Day – Pete Hall	August 17, 2017	\$3,000.00	\$3,000.00
1 Day	APLS Day – Alisa Simeral	November 14, 2017	\$5,000.00	\$5,000.00
<b>TOTAL:</b>				<b>\$8,000.00</b>

- 2. Purchase Orders and Invoices:** Upon execution of this Agreement, Customer will provide ASCD with a purchase order for the Total amount indicated above. ASCD will invoice Customer based on the following invoice schedule:

Products	Expected Date	Invoice Amount
Purchase Agreement	April 28, 2017	
Purchase Order	May 15, 2017	\$8,000.00
<b>TOTAL:</b>		<b>\$8,000.00</b>

Payment is due net 30 days from the invoice date. Purchase order(s) must be sent electronically to [amy.kellogg@ascd.org](mailto:amy.kellogg@ascd.org), by fax to 703-575-5400, or by mail to: ASCD, Attn: Order Processing, P.O. Box 17035, Baltimore, MD 21297-8431

- 3. Professional Learning:** ASCD agrees to provide the services described in Exhibit A – Description of Services. Customer is responsible for reproduction of Program handouts and distribution to attendees, along with any books ordered for the purpose of the Program.
- 4. Resources:** Customer agrees to purchase the quantity indicated in Section 1, and cover the cost of standard shipping and handling fees. ASCD will not ship orders without a purchase order or advance full payment. Customer agrees to the Return Policy at <http://www.ascd.org/customer-service/foryourinformation.aspx#Ordering/Returns>.

### 5. General Terms

- 5.1. Intellectual Property:** Customer acknowledges that ASCD or Consultants owns the copyrights to all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with services performed under this Agreement, and that no materials will be developed specifically for Customer. ASCD shall retain all copyrights owned prior to entering this Agreement, and Customer may not reproduce any materials not designated reproducible without the express written permission of ASCD. All audio, video, and digital recording of the services is prohibited.
- 5.2. Disclaimer:** This purchase and the Products are provided to Customer "as is." ASCD does not provide any warranty as to the quality, accuracy, or fitness for a particular purposes of any Product purchased.
- 5.3. Termination:** ASCD may terminate this Agreement if ASCD has not received a purchase order within 30 days of the effective date of this Agreement.
- 5.4. Force Majeure:** If an occurrence beyond either party's reasonable control (but excluding financial inability) make it impossible to perform under this Agreement, the party unable to perform shall not have any liability to the other party for the prevented performance. The terms of this Agreement may be suspended until the occurrence ceases to exist, or either party may cancel this Agreement, in which case the respective cancellation policy for the Product (as posted on ASCD's website) applies. All obligations unaffected by such an occurrence shall remain in place.
- 5.5. Entire Agreement:** This Agreement, any exhibits or lists referenced in or attached hereto, and purchase terms and conditions included on ASCD web pages posted on ASCD's website for the respective events, products or memberships purchased, constitute the entire agreement of the parties and supersede any prior written or oral communications. This Agreement cannot be modified unless in writing signed by both parties. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable.
- 5.6. Offer Valid.** The pricing set forth in this Agreement shall be valid for 14 days from the effective date first listed above.

This Agreement is acknowledged and accepted by Customer and ASCD:

~~Mr. Shannon Bisgard~~ *Tim Isenberg*  
~~Assistant Superintendent~~ *Board President*  
Linn Mar School District - IA

Bryan Scanlon  
Managing Director  
ASCD

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Please fax or email this Agreement to: Amy D. Kellogg  
ASCD Regional Partner Manager  
Fax: 703-575-5400  
Email: [amy.kellogg@ascd.org](mailto:amy.kellogg@ascd.org)

Exhibit A --Description of Services

Professional Learning Services	
<b>Topic</b>	Building Teacher Capacity for Success
<b>ASCD Consultant</b>	Pete Hall (August) & Alisa Simeral (November)
<b>Model / Format</b>	Workshop
<b>Location</b>	Marion, IA
<b>Content</b>	Building Teachers Capacity
<b>Date(s)</b>	August 17, 2017 & November 14, 2017
<b>Start Time</b>	9:00 am
<b>End Time</b>	4:00 pm
<b>Number of Participant</b>	50 Teachers
<b>Demographics</b>	Teachers, Instructional Coaches & Administrators
<b>Resources</b>	TBD
<b>Resources Delivery Date</b>	TBD
<b>Resource Deliver Location</b>	Linn Mar High School
<b>ASCD Professional Learning Contact</b>	Name: Lori Brown Phone: (571) 251-8723 Email: <a href="mailto:lori.brown@ascd.org">lori.brown@ascd.org</a>

## CONTACT INFORMATION

Please provide the following information:

<b>Who will be the contact person for the work?</b>
---

Contact: Ms. Sheri Crandall

Title: Instructional Coach

Phone: (319) 892-4868

E-mail: SCrandall@linnmar.k12.ia.us

Cell #: \_\_\_\_\_

Fax: \_\_\_\_\_

<b>Who will receive and pay the invoices?</b>
---

Contact: Ms. Sheri Crandall

Title: Instructional Coach

Phone: (319) 892-4868

E-mail: SCrandall@linnmar.k12.ia.ua

Fax: \_\_\_\_\_

<b>Shipping Information (required for resource delivery)</b>
--

Shipping Contact: Same as above

Shipping Address: \_\_\_\_\_

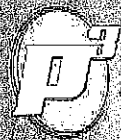

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Delivery Date: \_\_\_\_\_

Delivery Times: \_\_\_\_\_

Choose one: ☐ Do you have a Delivery Dock?  
☐ Do you have double doors (for pallet)?  
☐ Do you require inside delivery?

 <b>PUSH PEDAL PULL</b> <i>the exercise equipment experts</i>		<h1>Push Pedal Pull</h1> <h2>Preventative Maintenance Agreement</h2> <p>14300 Buck Hill Road, Burnsville, MN 55337          Phone: 952-697-1207 Fax: 952-746-4844</p>				 <b>PUSH PEDAL PULL</b> <i>the exercise equipment experts</i>	
<b>Company:</b>	Linn Mar High School		<b>Contact Name:</b>	Bob Forsyth		<b>Date:</b>	3/10/2016
<b>Address:</b>	3111 10th Street		<b>City, State, Zip:</b>	Marion, IA 52302		<b>Rep:</b>	Jared Ostby
<b>Phone:</b>			<b>Email:</b>	bforsyth@linnmar.k12.ia.us			
<b>Billing Info:</b>	<b>Address</b>	Attn: Business Office 2999 North 10th Street		<b>City, State, &amp; Zip</b>	Marion, IA 52302		
<b>EQUIPMENT TO BE COVERED</b>							
<b>Product</b>	<b>Qty</b>	<b>Make/Model</b>					
Treadmills	12	Precor TRM 811					
Ellipticals	12	Precor EFX 815					
Bikes	6	Precor 615 (3) UBK & (2) RBK					
Spinners							
Steppers/Mill							
Rowers							
Wt. Machines							
Benches							
Misc.							
<b>Inspection Visit: Check Your Option</b>						<b>Service discounts as a PMA member</b>	
<b>Check your Box</b>							10% off Precor Parts
<b>Yearly Option</b>	1 Visit	2 Visits	3 Visits	4 Visits	6 Visits	12 Visits	
<b>Price Per Visit</b>	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	
<b>Total Price</b>	\$500.00	\$1,000.00	\$1,500.00	\$2,000.00	\$3,000.00	\$6,000.00	
Term of Agreement: From: (Based on 1 Year From Signature Date Below)							
X							
Customer Signature (Above)						Date: (Above)	



## Maintenance Inspection Detail

Treadmills	Bikes
Inspect display and housing for cracks and defects	Inspect frame covers for cracks, missing parts & wear
Inspect motor cover for cracks and defects	Inspect belts and adjust
Inspect running belt and deck for wear	Inspect chains and lubricate
Lubricate deck and reset lube schedule	Inspect and clean alternator brushes and commutator, as needed
Track running belt & Recenter, if applicable	Inspect seat assembly and pads for wear, defects, tears
Inspect end caps for cracks and defects	Test seat adjustment for proper functioning
Inspect treadmill for leveling	Inspect display for proper functioning, wear, & defects
Inspect stop key for proper operation	Inspect pedals for proper functioning, wear, & defects
Systems check, speed, elevation, heartrate	Inspect crank assembly for tension, bearing play, & defects
Calibrate treadmill, if applicable	Test for proper resistance levels
Inspect motor	<b>Selectorized Weight Machines</b>
Inspect alignment of drive pulleys	Inspect pads and upholstery for excessive wear & defects
Vacuum & clean under hood	Inspect and lubricate guide rods for smooth operation
<b>Ellipticals</b>	Inspect snap hooks, weight stack selector pins, pull pins,
Inspect ramps & clean	Inspect swivels, and links for excessive wear & defects
Inspect wheels & clean	Inspect cables and/or belts for excessive wear, defects
Inspect pedal arms for proper movement	Inspect cable ends for excessive wear, defects, if applicable
Inspect pedal arm to pivot arm for wear & loose bolts	Inspect belt brackets and tighten, if applicable
Inspect crank arm to pivot arm	Test tension and alignment of cables and/or belts, & adjust as needed
Inspect crank arm to flywheel	Inspect accessory handles, bars for proper functioning & defects
Inspect covers for mounting bolts and cracks	Inspect frame hardware for defects, tighten as needed
Inspect upper arms for loose mounting	Lubricate bushings
Inspect display for function, cracks, and defective faceplates	<b>Climbers, Steppers, &amp; Stepmills</b>
Lubricate pivot points and bearings	Inspect frame covers for cracks, missing parts, & wear
<b>Summary of final reports</b>	Inspect display and housing for cracks and defects
Test overall functioning	Inspect pedal arms and pedal for proper functioning
Record all problems and defects observed	Inspect Pedal arms & pedals for excessive wear, worn bushings, & defects
Record all information necessary for repair or parts ordering	Lubricate chains
Strategize for rotation of equipment based on wear	Test overall functioning
Evaluate equipment wear for recommendations to customer	Record all problems and defects observed
Ensure customer satisfaction before leaving site	Record all information necessary for repair or parts ordering





Code 603.3-R2

# ADMINISTRATIVE REGULATIONS REGARDING FIELDTRIPS AND EXCURSIONS – REQUEST FORM

A written request for overnight trips must be submitted to the building principal not less than four weeks prior to the proposed trip and prior to any travel arrangements being finalized. The request will include: objectives and purposes of the trip; the need, rationale, and justification for an overnight trip; detailed plans for student supervision on the trip; and a complete itinerary and budget of the trip. The school district will be responsible for obtaining a substitute teacher if one is needed. Following fieldtrips and excursions, the teacher shall submit a written summary of the event.

- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee.
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors.

In authorizing fieldtrips, the principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity and other factors deemed relevant by the superintendent, including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored fieldtrips unless the event is sanctioned by the state athletic associations.

## Fieldtrip Criteria:

The following checklist must be submitted for overnight trips along with the required documentation:

Fieldtrip Group: Linn Mar Robotics Submitted by: Don Niemitalo  
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of the fieldtrip/work site visit is clearly defined and "... is a vital part of the curriculum or current activity." Reference: Board Policy 603.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this fieldtrip/work site visit. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this fieldtrip/work site visit or excursion is an initial common experience or a culminating experience.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this fieldtrip/work site visit or excursion.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Funding	Required	A source of funding has been determined that meets Department of Education and District guidelines. Reference: Board Policy 603.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Common Experience	Recommended	This fieldtrip/work site visit is a common experience that all students at this grade level or activity group should have.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Multi-disciplinary	Recommended	This fieldtrip/work site visit, excursion addresses more than one curricular area and offers the opportunity for curriculum integration.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School Administrator Approval		<u>Mark Tuttle</u> Date <u>3/15/17</u>		
District Administrator Approval			Date	
Board Approval			Date	

- Students who are eligible for a fee waiver will be covered through the use of contingency or discretionary funds as appropriate.

Adopted 2/1/99 Reviewed 9/08; 7/11; 9/12; 9/13; 2/15 Revised 10/08; 1/10; 8/16

**Purpose of Field Trip**

Linn-Mar Robotics Mission Statement:

**Empowering students to become technology leaders through experiential learning and mentorship.**

Our team's activities flow from our mission statement. This competition trip meets our goals in a variety of ways.

- Interact with teams in our region. We will cross paths with a number of world class teams from Wisconsin, Minnesota, and Illinois. This is the Inaugural Seven Rivers Regional, and we are very happy they've created this event. It is geographically the second closest FRC regional event to our district, after the Iowa Regional.
- Provide students with experiences that are similar in many ways to the business world; that includes communicating in a professional manner with people from other organizations, solving problems on a tight time table, using technical knowledge in a high pressure situation, looking for best practices within other organizations, marketing our team and our "product" to other organizations, and more.
- Practice leadership in a variety of settings within the competitions; that includes leading the scouting effort, leading the drive team, organization the pits, acting as a safety captain, and more.
- Practice many of the relevant technical and non-technical skills we have been working on in LM Robotics, including troubleshooting, programming, problem solving, communication, and data management.
- Attempt to advance to the FIRST World Championship in April 2017 in St. Louis. Attending this event would be a very inspiring opportunity for all students involved.

### **Pre-Planning**

Every student will be assigned one or more roles prior to the trip. These role descriptions include preparation that is to be done prior to the trip. All of the roles include a follow-up component, such as reporting to the team on best practices learned from other teams.

Roles have been provisionally assigned (attached), but in the coming weeks we will refine these roles as the competition approaches.

### **Assessment**

The trip will be assessed in multiple ways. The competitive success of the team is one such measure; we hope to rank highly enough to be alliance captains, then advanced through elimination rounds and win the tournament.

After we return from the event, we will have a significant debriefing meeting with the team. Students in the various roles will discuss their findings, and we will create a list of resulting tasks to be done.

One of the benefits of this event is that it can inform our future work. We will use what we learn on this trip to direct our FRC team's workload in the coming weeks and months.

### **Follow-Up**

This is our second official FRC event of the 2017 season. After this event, we will either qualify for the World Championships or we will be finished with the competition season.

Some possible areas for improvement between competitions:

- Improve our scouting system - better data flow between scouts and drive team
- Improve mechanism (ball shooter, ball feeding mechanism, gear holder)
- Improve autonomous software (shot accuracy, timing, different modes)
- Adapt our match strategy to an evolving game (level of play increases each week)
- Add polish to our Chairman's Award presentation and interview
- Improve our pit setup to ensure safety and maximize productivity
- Richer student interactions with the various groups of other people at the event

After the competition season, we have different types of items to focus on. Some examples:

- Prepare for summer camps (design the challenges, line up volunteers, prepare equipment, etc)
- Develop new offseason training
- Work on offseason projects such as a new drive train or manipulator arm
- Develop new software, such as vision tracking software
- Create new connections with organizations in the community
- Prepare for demonstrations in the community

**Overnight Field Trip Request - Linn-Mar Robotics**  
2017 Seven Rivers FRC Regional Competition, LaCrosse, WI

Trip Dates: 04/12/17-04/15/17

**Funding – Travel**

Travel expenses (\$200 per students) are paid for by students' families. The trip is optional, and we will explore scholarship possibilities if students have a financial need and want to attend.

Projected expenses are as follows:

Hotel Rooms (7 rooms): \$109 + tax x 7 rooms x 3 nights	\$3000
Van rentals (3 vans x 5 days):	\$950
Van & Truck gas:	\$250
<b>Approximate Total:</b>	<b>\$3550</b>

With approximately 21 students attending, this puts the cost per student at \$200 per student. Students will pay for the costs before the trip. Students will also be responsible for bringing money along for three supper meals (approximately \$50).

Travel is funded primarily by by students' families and paid out of the LM Robotics clubs account.

**Funding – Other Expenses**

The registration fees (\$5,000) and materials costs related to this event are paid out of the LM Robotics general budget (approximately \$50,000).

LM Robotics' general budget (HS clubs account 21.3209.1900.950.7426) is funded in a variety of ways:

- Donations and grants from businesses and non-profit organizations
- Donations from individual families and mentors
- Student member dues to purchase shirts
- LM Booster Club support
- Fundraising through summer robotics and Lego camps

Of particular note, Linn-Mar Robotics received a Rockwell Collins FRC grant in the amount of \$8,000 in 2016-2017 to pay for most of the registration fees for two regional events (\$9,000).

### **Common Experience**

The competitions are the most exciting and energizing parts of our endeavors. These competitions motivate students to work very hard and achieve some impressive things. Often when students come back from their very first competition, they come back with a higher level of motivation and go on to become stronger contributors. Also, competitions give them some experiences that they don't get in the shop. For example, they work cooperatively with allies from other schools even as they compete with them (FIRST refers to this highly workplace-relevant dynamic as "coopertition"). They act as ambassadors to introduce spectators to FIRST and its goals and principles. They give their award presentations to judge panels. They work to solve tricky unexpected problems in the very short time available – often just minutes.

FIRST emphasizes an ethos of Gracious Professionalism at all meetings and events related to FIRST. Students and mentors are expected to behave professionally, but also to relate in a friendly and helpful way to everybody, including competitors. It is common to see one team helping another team at events, even if they know they will face each other in the next match. The goal is for everybody to compete at an increasingly high level. Gracious Professionalism is a standard of behavior that will serve students very well when they become technology leaders.

### **Multi-Disciplinary:**

The students will use and be exposed to many different STEM skills on any robotics trip; those include mechanical design, programming, and electronics. Beyond the many STEM skills, they also put their communication, leadership, and interpersonal skills to the test. The scouting team organizes itself complete a marathon of data collection, and then they have to organize and disseminate that data using a combination of paper, face to face communication, excel, and android app use. The drive team has to assert itself tactfully to advocate for the best strategies for our team and for our entire alliances, even when the alliance partners may sometimes start off with dearly held, yet suboptimal strategic plans. The pit crew must work safely yet quickly and effectively to keep the robot running even when they have only minutes to work. The software team has to keep their cool and maintain their creativity as they tackle vexing bugs that pop up at the least convenient times. Business oriented members of the team will focus partly on scouting other team's organizational and business practices with plans to share ideas with our team later on. ALL students will be required to frequently practice effective communication with people they don't know.

**2017 Seven Rivers Regional Trip Itinerary**  
**FIRST Robotics Regional Competition**  
**LaCrosse, WI**

<p><b>Wednesday, 04/12/17</b></p> <p>8:00 AM Drop off bags in LMR shop  1:50 PM Dismiss after 3rd block, load vans  2:15 PM Depart from LMHS  5:30 PM Arrive at hotel  6 PM - 8 PM Load-in at venue (5 team reps)  6:00 PM Eat supper near hotel  8:00 PM Swim / prepare scouting / etc  10:30 PM In rooms  11:00 PM Lights out</p> <p><b>Thursday, 04/13/17</b></p> <p>7:45 AM Breakfast at Hotel  8:15 AM Leave Hotel  8:30 AM Arrive at Arena  Registration  Maintenance Pits open  Robot Inspection  9:00 AM Driver's Meeting  11:00 AM Lunch at arena  12:00 PM Practice Matches Begin  6:30 PM Practice Matches End  7:00 PM Supper near hotel (tentatively)  8:00 PM Pits close (we may leave earlier)  9:00 PM Team meeting  10:30 PM In rooms  11:00 PM Lights Out</p>	<p><b>Friday, 04/14/17</b></p> <p>7:15 AM Breakfast at hotel  7:45 AM Leave hotel  8:00 AM Arrive at Arena  Pits Open  8:30 AM Opening Ceremonies  9:00 AM Qualifier Matches begin  12:00 PM Lunch in arena  5:45 PM Awards ceremony, Pits Close  6:15 PM Back to hotel after awards  7:00 PM Pizza at hotel  8:00 PM Scouting meetings  10:30 PM In rooms  11:00 PM Lights out</p> <p><b>Saturday, 04/15/17</b></p> <p>8:00 AM Check Out + Breakfast at hotel  8:30 AM Leave hotel  8:00 AM Arrive at arena  9:30 AM Opening Ceremonies  10:00 AM Qualifier Matches Resume  12:15 AM Alliance Selections for Finals  12:30 PM Lunch in arena  1:30 PM Final Rounds  4:30 PM Awards Ceremony  6:00 PM Bag Robot, load vans  6:30 PM Pits Close  7:00 PM Supper on the road  11:00 PM Arrive back at LMHS</p>
<p><b>Hotel</b></p> <p>Quality Inn  1830 Rose Street,  La Crosse, WI, US, 54603  (608) 781-1400</p>	<p><b>Arena</b></p> <p>La Crosse Center  300 Harborview Plaza  La Crosse, WI 54601 USA</p>
<p><b>Transportation</b>  Travel via rental vans from Enterprise</p>	<p><b>Coach Contact Info</b>  Dan Niemitalo: 319-400-2730</p>



# 2017 REGIONAL SCHEDULE

## SEVEN RIVERS REGIONAL

### Competition Schedule

<b>Wednesday, April 12, 2017</b>	
6:00 PM-8:00PM	5 Team Reps to Load and Set Up Pits

<b>Thursday, April 13, 2017</b>	
7:45AM	5 Team Reps to Load In
8:30AM	Pits, Machine Shop, Registration and Inspection Open
9:00AM-11:00AM	Driver's Meeting, Field Open for Measurement and Calibration
11:00AM-12:00PM	Lunch
12:00PM-6:30PM	Practice Matches
8:00PM	Pits and Machine Shop Close

<b>Friday, April 14, 2017</b>	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:00PM	Qualification Matches
12:00PM-1:00PM	Lunch
1:00PM-5:45PM	Qualification Matches
5:45PM-6:15PM	Awards Ceremony
6:30PM**	Pits and Machine Shop Close immediately following Awards Ceremony

<b>Saturday, April 15, 2017</b>	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:15PM	Qualification Matches
12:15PM-12:30PM	Alliance Selections
12:30PM-1:30PM	Lunch
1:30PM-4:30PM	Playoff Matches
4:30PM-6:00PM	Awards Ceremony
6:30PM	Pits Close

### Activities Schedule

<b>Thursday, April 13, 2017</b>	

<b>Friday, April 14, 2017</b>	
9:00AM-1:00PM	Scholarship Row

<b>Saturday, April 15, 2017</b>	
9:00AM-1:00PM	Scholarship Row

\*\*Schedule subject to change. All times are estimated based on flow of rounds.  
See Pit Administration table for updated times.





ADMINISTRATIVE REGULATIONS REGARDING  
FIELDTRIPS AND EXCURSIONS – REQUEST FORM

April 26-29, 2017

Exhibit 905.2

A written request for overnight trips must be submitted to the building principal not less than four weeks prior to the proposed trip and prior to any travel arrangements being finalized. The request will include: objectives and purposes of the trip; the need, rationale, and justification for an overnight trip; detailed plans for student supervision on the trip; and a complete itinerary and budget of the trip. The school district will be responsible for obtaining a substitute teacher if one is needed. Following fieldtrips and excursions, the teacher shall submit a written summary of the event.

- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee.
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors.

In authorizing fieldtrips, the principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity and other factors deemed relevant by the superintendent, including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored fieldtrips unless the event is sanctioned by the state athletic associations.

**Fieldtrip Criteria:**

The following checklist must be submitted for overnight trips along with the required documentation:

Fieldtrip Group: LM Robotics  
(Examples: Robotics, FBLA, etc.)

Submitted by: Dan Niemitalo  
(Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of the fieldtrip/work site visit is clearly defined and "... is a vital part of the curriculum or current activity." Reference: Board Policy 603.3	✓	
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this fieldtrip/work site visit. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this fieldtrip/work site visit or excursion is an initial common experience or a culminating experience.	✓	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this fieldtrip/work site visit or excursion.	✓	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	✓	
Funding	Required	A source of funding has been determined that meets Department of Education and District guidelines. Reference: Board Policy 603.3	✓	
Common Experience	Recommended	This fieldtrip/work site visit is a common experience that all students at this grade level or activity group should have.	✓	
Multi-disciplinary	Recommended	This fieldtrip/work site visit, excursion addresses more than one curricular area and offers the opportunity for curriculum integration.	✓	
School Administrator Approval		<u>Mark Hutch</u> Date	3/29/17	
District Administrator Approval		<u>Rick A. Kossel</u> Date	3/29/17	
Board Approval		Date		

- Students who are eligible for a fee waiver will be covered through the use of contingency or discretionary funds as appropriate.

Adopted 2/1/99 Reviewed 9/08; 7/11; 9/12; 9/13; 2/15 Revised 10/08; 1/10; 8/16



### **Provisional Request**

#### **FIRST World Championship Trip**

This request is provisional since our FIRST Robotics Competition (FRC) team has not yet qualified to attend the World Championship. We have a chance to qualify at the upcoming Seven Rivers Regional FRC Competition in LaCrosse, WI (April 12-15, 2017).

### **Purpose of Field Trip**

Linn-Mar Robotics Mission Statement:

**Empowering students to become technology leaders through experiential learning and mentorship.**

Our team's activities flow from our mission statement. This competition trip meets our goals in a variety of ways.

- Provide students with experiences that are similar in many ways to the business world; that includes communicating in a professional manner with people from other organizations, solving problems on a tight time table, using technical knowledge in a high pressure situation, looking for best practices within other organizations, marketing our team and our "product" to other organizations, and more.
- Practice leadership in a variety of settings within the competitions; that includes leading the scouting effort, leading the drive team, organization the pits, acting as a safety captain, and more.
- Practice many of the relevant technical and non-technical skills we have been working on in LM Robotics, including troubleshooting, programming, problem solving, communication, and data management.
- Attempt to advance to the FIRST World Championship in April 2015 in St. Louis. Attending this event would be a very inspiring opportunity for all students involved.
- Learn best practices from other teams. Some of the teams that will be in attendance at this event are world class teams with really well organized, highly respected, and historically successful programs. The World Championship is, naturally, the best possible place to learn from the best teams.
- Worlds offers several opportunities not present at other events, such as several conferences, an innovation fair, scholarship row, and team socials.

### **Pre-Planning and Follow-Up**

Every student will be assigned one or more roles prior to the trip. These role descriptions include preparation that is to be done prior to the trip. All of the roles include a follow-up component, such as reporting to the team on best practices learned from other teams.

Roles have been provisionally assigned (attached), but in the coming weeks we will refine these roles as the competition approaches.

### **Assessment**

The trip will be assessed in multiple ways. The competitive success of the team is one such measure; we hope to rank highly enough to be alliance captains, then advanced through elimination rounds and win the tournament.

After we return from the event, we will have a significant debriefing meeting with the team. Students in the various roles will discuss their findings, and we will create a list of resulting tasks to be done. This information will create jobs for students to work on in November and December, and that work will help the team get better at accomplishing our mission.

One of the benefits of this event is that it can inform our future work. We will use what we learn on this trip to direct our FRC team's workload in the coming weeks and months.

### **Funding – Travel**

Travel expenses (\$250 per students) are paid for by students' families. The trip is optional, and we will explore scholarship possibilities if students have a financial need and want to attend.

Projected expenses are as follows:

Hotel Rooms:	\$3500
Van rentals:	\$1000
Fuel:	\$400
Group lunch / breakfast food:	\$300
<b>Approximate Total:</b>	<b>\$5200</b>

With approximately 20 students attending, this puts the cost per student at approximately \$250 per student. If Booster Club funding (Which we will apply for) becomes available, that will reduce student cost of the trip by approximately \$75 per student. Students will pay for the costs before the trip. Students will also be responsible for bringing money along for supper meals (approximately \$50).

### **Funding – Other Expenses**

The registration fees and parts/tools costs for this event are paid through LM Robotics general budget.

Registration for the World Championship is \$5000. When we have qualified for the Championship in the past, this has triggered fundraising on our part to raise some of this funding, and we have been successful in raising support from community sponsors to cover a portion of that cost. We have funding in our budget to cover a portion of this cost on our own.

LM Robotics' general budget (HS clubs account 21.3209.1900.950.7426) is funded as follows:

- Donations from businesses and non-profit organizations
- Donations from families and mentors
- LM Booster Club support
- Fundraising through summer robotics and Lego camps

## **Common Experience**

The competitions are the most exciting and energizing parts of our endeavors. These competitions motivate students to work very hard and achieve some impressive things. Often when students come back from their very first competition, they come back with a higher level of motivation and go on to become stronger contributors. Also, competitions give them some experiences that they don't get in the shop. For example, they work cooperatively with allies from other schools even as they compete with them (FIRST refers to this highly workplace-relevant dynamic as "coopertition"). They act as ambassadors to introduce spectators to FIRST and its goals and principles. They give their award presentations to judge panels. They work to solve tricky unexpected problems in the very short time available – often just minutes.

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## **Multi-Disciplinary:**

The students will use and be exposed to many different STEM skills on any robotics trip; those include mechanical design, programming, and electronics. Beyond the many STEM skills, they also put their communication, leadership, and interpersonal skills to the test. The scouting team organizes itself complete a marathon of data collection, and then they have to organize and disseminate that data using a combination of paper, face to face communication, excel, and android app use. The drive team has to assert itself tactfully to advocate for the best strategies for our team and for our entire alliances, even when the alliance partners may sometimes start off with dearly held, yet suboptimal strategic plans. The pit crew must work safely yet quickly and effectively to keep the robot running even when they have only minutes to work. The software team has to keep their cool and maintain their creativity as they tackle vexing bugs that pop up at the least convenient times. Business oriented members of the team will focus partly on scouting other team's organizational and business practices with plans to share ideas with our team later on. ALL students will be required to frequently practice effective communication with people they don't know.

**FRC Group**  
**2017 FIRST World Championship Trip Itinerary**  
**FTC Competition**  
**St. Louis, MO**

<p><b>Wednesday, 04/26/17</b></p> <p>8:45 AM Depart from LMHS</p> <p>12:00 PM Lunch on the road</p> <p>1:30 PM Arrive in St. Louis</p> <p>2:00 PM Load in opens at Dome</p> <p>3:00 PM Snack (supper will be late)</p> <p>4:00 PM Pits open</p> <p>6:00 PM Practice Matches until 8 PM</p> <p>8:30 PM Pits close</p> <p>9:00 PM Eat food</p> <p>10:00 PM Back at hotel</p> <p>10:30 PM In rooms</p> <p>11:00 PM Lights out</p> <p><b>Thursday, 04/27/17</b></p> <p>6:00 AM Breakfast at Hotel</p> <p>6:30 AM Leave Hotel</p> <p>7:00 AM Pits open</p> <p>8:30 AM Qualifier matches begin</p> <p>12:00 PM Lunch</p> <p>1:00 PM Matches resume</p> <p>5:30 PM Pits close</p> <p>6:00 PM FIRST Opening Ceremony</p> <p>7:30 AM Supper at restaurant</p> <p>9:00 PM Back at hotel</p> <p>10:30 PM In rooms</p> <p>11:00 PM Lights Out</p>	<p><b>Friday, 04/28/17</b></p> <p>5:45 AM Breakfast at Hotel</p> <p>6:00 AM Leave Hotel</p> <p>6:30 AM Meet for Iowa FIRST picture @ EJD</p> <p>7:00 AM Pits open</p> <p>8:00 AM Qualifier matches resume</p> <p>12:00 PM Lunch</p> <p>1:00 PM Matches resume</p> <p>7:00 PM Pits close</p> <p>7:30 PM Back to hotel for pizza</p> <p>8:00 PM Scouting meeting</p> <p>10:30 PM In rooms</p> <p>11:00 PM Lights out</p> <p><b>Saturday, 04/29/17</b></p> <p>6:00 AM Breakfast at Hotel + Check Out</p> <p>6:20 AM Leave Hotel</p> <p>6:45 AM Pits open</p> <p>7:30 AM Division awds cerem. + alliance selec.</p> <p>8:30 AM Load out if applicable</p> <p>9:30 AM Subdivision Playoffs</p> <p>12:30 PM Break - eat lunch</p> <p>4:00 PM FRC Championship Matches &amp; Awds</p> <p>8:00 PM Conclusion of event</p> <p>8:30 PM Depart for LMHS</p> <p>2:00 AM Arrive back at LMHS</p>
<p><b>Hotel - TBD</b></p> <p>Reservations to be made subsequent to qualifying to compete in this event.</p>	<p><b>Venues</b></p> <p>Edward Jones Dome and America's Center</p> <p>901 N Broadway, St. Louis, MO (FRC Venue)</p>

## School Finance Report February 29, 2016

67% of the School Year Complete

	Current Budget	Beginning Fund Balance	Y-T-D Revenue	Exp This Mon	Exp. Last Month	Exp Y-T-D	% Exp (Budget)		Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$51,825,000			\$3,741,975	\$4,727,870	\$27,872,640	53.8%		\$23,952,360		
2) Support Services(2000-2999)	\$26,019,000			\$2,316,180	\$2,016,614	\$15,133,711	58.2%		\$10,885,289		
3) Non-Instructional(3000-3999)	\$4,081,000			\$414,735	\$318,996	\$2,034,205	49.8%		\$2,046,795		
4) Other Expenditures((4000-5299)	\$35,916,786			\$1,695,416	\$12,904,356	\$43,061,805	53.2%	w/o transf	-\$7,145,019		
<b>Total</b>	<b>\$117,841,786</b>			<b>\$ 8,168,307</b>	<b>\$ 19,967,835</b>	<b>\$ 88,102,361</b>	<b>54.4%</b>	w/o transf	\$29,739,425		
Interfund Transfers	\$26,200,952			\$ 493,603	\$ 10,493,603	\$ 23,948,822	91.4%		\$2,252,130		
Operating Fund-10	\$76,416,786	\$10,405,877	\$43,718,933	\$6,238,430	\$6,837,292	\$41,390,983	54.2%		35,025,803	2,327,950	12,733,827
PPEL-36	\$3,725,000	\$3,733,684	\$11,789,562	\$95,132	\$10,024,846	\$11,791,752	316.6%		(8,066,752)	(2,190)	3,731,494
Management-22	\$1,242,000	\$2,182,209	\$583,939	\$0	\$2,000	\$1,229,925	99.0%		12,075	(645,986)	1,536,223
Activity-21	\$1,400,000	\$647,290	\$1,126,853	\$73,675	\$121,165	\$991,763	70.8%		408,237	135,090	782,381
Nutrition-61	\$3,965,000	\$1,114,878	\$2,028,694	\$311,942	\$304,104	\$1,835,665	46.3%		2,129,335	193,029	1,307,906
SAVE-33	\$1,100,000	\$7,074,306	\$13,727,670	\$548,228	\$506,677	\$14,718,667	1338.1%		(13,618,667)	(990,997)	6,083,309
Debt Service-40	\$9,300,000	\$3,017,710	\$6,048,533	\$0	\$732,616	\$4,776,108	51.4%		4,523,892	1,272,425	4,290,135
Other Capitol Projects-35	\$20,000,000	\$1,152,258	\$20,008,187	\$863,524	\$1,415,854	\$10,827,253	54.1%		9,172,747	9,180,934	10,333,192
PERL-24	\$543,000	\$516,196	\$136,693	\$20,669	\$2,911	\$397,797	73.3%		145,203	(261,104)	255,092
Aquatic Center-65	\$140,000	\$78,258	\$160,876	\$16,450	\$17,531	\$132,960	95.0%		7,040	27,917	106,175
Student Store-68	\$10,000	\$2,202	\$10,029	\$256	\$2,839	\$9,488	94.9%		512	541	2,743
<b>Total</b>	<b>\$117,841,786</b>	<b>\$29,924,868</b>	<b>\$99,339,968</b>	<b>\$8,168,307</b>	<b>\$19,967,835</b>	<b>\$88,102,361</b>	<b>74.8%</b>		<b>29,739,425</b>	<b>11,237,607</b>	<b>41,162,476</b>
Interfund Transfers	\$26,200,952		\$23,948,822	\$493,603	\$10,493,603	\$23,948,822	0.0%		2,252,130		

## Linn-Mar Community School District

### Cash Balances

Fiscal Year: 2015-2016

Date Range: 02/01/2016 - 02/29/2016

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0001.0000.000.0000.101000	CASH IN BANK	13,542,779.49	5,393,116.16	6,185,886.36	12,750,009.29
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	4,823.32	4,823.32	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	706,994.99	334,419.12	255,008.32	786,405.79
22.0006.0000.000.0000.101000	CASH IN BANK	1,529,422.37	6,800.38	0.00	1,536,222.75
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	2,911.36	2,911.36	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	274,089.18	1,672.17	20,668.95	255,092.40
33.0000.0000.000.0000.111008	REV BOND RESERVE INVESTMENT	321,500.00	0.00	0.00	321,500.00
33.0000.0000.000.0000.111010	1.885 REV BOND RESERVE CD	1,885,000.00	0.00	0.00	1,885,000.00
33.0000.0000.000.0000.111011	1.555 RESERVE CD	694,000.00	0.00	0.00	694,000.00
33.0000.0000.000.0000.111012	938,977 RESERVE CD	944,280.80	0.00	0.00	944,280.80
33.0000.0000.000.0000.111013	2013 Reserve CD Ohnward	966,803.12	0.00	0.00	966,803.12
33.0003.0000.000.0000.101000	CASH IN BANK	1,227,417.56	567,041.81	548,227.71	1,246,231.66
35.0003.0000.000.0000.101000	CASH IN BANK	11,195,008.71	1,707.13	863,524.23	10,333,191.61
36.0003.0000.000.0000.101000	CASH IN BANK	3,805,566.32	21,059.88	95,132.19	3,731,494.01
40.0003.0000.000.0000.101000	CASH IN BANK	3,771,432.65	518,702.09	0.00	4,290,134.74
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	164,067.36	164,067.36	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	1,647,945.75	384,189.87	366,997.32	1,665,138.30
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	7,699.70	7,699.70	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	102,730.85	24,533.37	17,318.24	109,945.98
68.0002.0000.000.0000.101000	CASH IN BANK	2,052.29	946.50	256.00	2,742.79
		<u>42,617,024.08</u>	<u>7,433,690.22</u>	<u>8,532,521.06</u>	<u>41,518,193.24</u>
End of Report					



# School Finance Report

## February 28, 2017

67% of the School Year Complete

	Current Budget	Beginning Fund Balance	Y-T-D Revenue	Exp This Mon	Exp. Last Month	Exp Y-T-D	% Exp (Budget)		Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$54,600,000			\$4,455,415	\$4,193,937	\$27,742,733	50.8%		\$26,857,267		
2) Support Services(2000-2999)	\$26,900,000			\$1,949,721	\$2,203,356	\$15,412,238	57.3%		\$11,487,762		
3) Non-Instructional(3000-3999)	\$3,838,000			\$316,719	\$386,396	\$2,192,905	57.1%		\$1,645,095		
4) Other Expenditures((4000-5299)	\$25,395,416			\$1,147,008	\$2,314,694	\$19,471,856	61.1%	w/o transf	\$5,923,560		
<b>Total</b>	<b>\$110,733,416</b>			<b>\$ 7,868,863</b>	<b>\$ 9,098,383</b>	<b>\$ 64,819,731</b>	<b>55.0%</b>	w/o transf	<b>\$45,913,685</b>		
Interfund Transfers	\$7,161,226			\$ 495,935	\$ 495,935	\$3,967,484	55.4%		\$3,193,742		
Operating Fund-10	\$80,197,783	\$10,126,244	\$45,566,170	\$6,526,772	\$6,624,097	\$41,947,601	52.3%		38,250,182	3,618,569	13,744,813
Activity-21	\$1,375,000	\$555,799	\$805,958	\$98,323	\$87,489	\$646,067	47.0%		728,933	159,891	715,691
Management-22	\$1,145,000	\$2,013,570	\$525,635	\$402	\$0	\$1,140,241	99.6%		4,759	(614,606)	1,398,964
PERL-24	\$423,000	\$320,776	\$139,486	\$3,014	\$7,214	\$82,097	19.4%		340,903	57,390	378,166
SAVE-33	\$1,825,000	\$7,031,752	\$3,721,818	\$509,590	\$498,421	\$4,768,930	261.3%		(2,943,930)	(1,047,111)	5,984,641
Other Capitol Projects-35	\$5,000,000	\$4,957,033	\$3,741	\$252,245	\$435,441	\$4,004,064	80.1%		995,936	(4,000,323)	956,710
PPEL-36	\$5,860,000	\$3,478,709	\$1,930,528	\$152,439	\$307,344	\$4,016,065	68.5%		1,843,935	(2,085,537)	1,393,172
Debt Service-40	\$11,022,633	\$4,236,478	\$6,083,791	\$328	\$834,613	\$6,061,509	55.0%		4,961,124	22,282	4,258,760
Nutrition-61	\$3,585,000	\$1,153,321	\$1,898,755	\$309,077	\$288,521	\$2,001,303	55.8%		1,583,697	(102,548)	1,050,772
Aquatic Center-65	\$275,000	\$136,654	\$171,002	\$11,620	\$12,992	\$126,709	46.1%		148,291	44,293	180,947
Student Store-68	\$25,000	\$1,811	\$26,253	\$5,054	\$2,250	\$25,145	100.6%		(145)	1,108	2,918
<b>Total</b>	<b>\$110,733,416</b>	<b>\$34,012,147</b>	<b>\$60,873,138</b>	<b>\$7,868,863</b>	<b>\$9,098,383</b>	<b>\$64,819,731</b>	<b>58.5%</b>		<b>45,913,685</b>	<b>(3,946,593)</b>	<b>30,065,554</b>
Interfund Transfers	\$7,161,226		\$3,967,484	\$495,935	\$495,935	\$3,967,484	0.0%		3,193,742		

# Linn-Mar Community School District

## Cash Balances

Fiscal Year: 2016-2017

Date Range: 07/01/2016 - 02/28/2017

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0001.0000.000.0000.101000	CASH IN BANK	17,607,129.04	45,602,957.51	49,428,271.53	13,781,815.02
10.0002.0000.000.0000.101000	CASH IN BANK	2,500.00	7.39	0.00	2,507.39
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	52,159.64	52,159.64	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	607,182.03	2,798,821.78	2,690,473.85	715,529.96
22.0006.0000.000.0000.101000	CASH IN BANK	2,012,173.19	567,550.84	1,180,760.15	1,398,963.88
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	24,003.00	24,003.00	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	331,231.01	142,283.57	95,329.83	378,184.75
33.0000.0000.000.0000.111008	REV BOND RESERVE INVESTMENT	321,500.00	0.00	0.00	321,500.00
33.0000.0000.000.0000.111010	1.885 REV BOND RESERVE CD	1,885,000.00	0.00	0.00	1,885,000.00
33.0000.0000.000.0000.111011	1.555 RESERVE CD	694,000.00	0.00	0.00	694,000.00
33.0000.0000.000.0000.111012	938,977 RESERVE CD	944,280.80	0.00	0.00	944,280.80
33.0000.0000.000.0000.111013	2013 Reserve CD Ohnward	966,803.12	0.00	0.00	966,803.12
33.0003.0000.000.0000.101000	CASH IN BANK	1,178,271.29	5,401,711.62	5,443,842.11	1,136,140.80
35.0003.0000.000.0000.101000	CASH IN BANK	5,924,404.42	4,502.41	4,972,196.83	956,710.00
36.0003.0000.000.0000.101000	CASH IN BANK	4,360,270.12	1,958,308.24	4,925,406.63	1,393,171.73
40.0003.0000.000.0000.101000	CASH IN BANK	4,224,091.54	6,270,539.10	6,074,970.70	4,419,659.94
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	1,144,564.28	1,144,564.28	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	1,507,316.65	2,241,901.07	2,341,747.38	1,407,470.34
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	105,368.90	105,368.90	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	136,653.96	177,054.61	153,536.05	160,172.52
68.0002.0000.000.0000.101000	CASH IN BANK	1,810.53	27,137.30	25,729.55	3,218.28
		<u>42,704,617.70</u>	<u>66,518,871.26</u>	<u>78,658,360.43</u>	<u>30,565,128.53</u>

End of Report

From the Office of Human Resources – Karla Christian, Executive Director  
April 10, 2017 – Walk-in Exhibit

1101 PERSONNEL

Certified Staff  
Resignation

Name	Assignment	Dept. Action	Reason
Meyer, Susan	EX – Social Studies Teacher	June 2, 2017	Resignation