



PLANNING FOR THE FUTURE

18/19 Enrollment Analysis

Presented April, 2019



 RSP Visualizing Success

Discussion Points

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 - Yield Rate of Students
 - Maps and Data
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 - Past, Current, Future Enrollment
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 - Building Projections
- Moving Forward (Part Four)
 - Next Steps

About RSP

- ❑ Founded in 2003
- ❑ Professional educational planning firm
- ❑ Expertise in multiple disciplines
- ❑ Over 20 Years of planning experience
- ❑ Over 80 years of education experience
- ❑ Over 20 years of GIS experience
- ❑ Clients in Arkansas, Iowa, Illinois, Kansas, Minnesota, Missouri, Nebraska, North Dakota, Oklahoma, and Wisconsin
- ❑ Projection accuracy of 97% or greater

Planning

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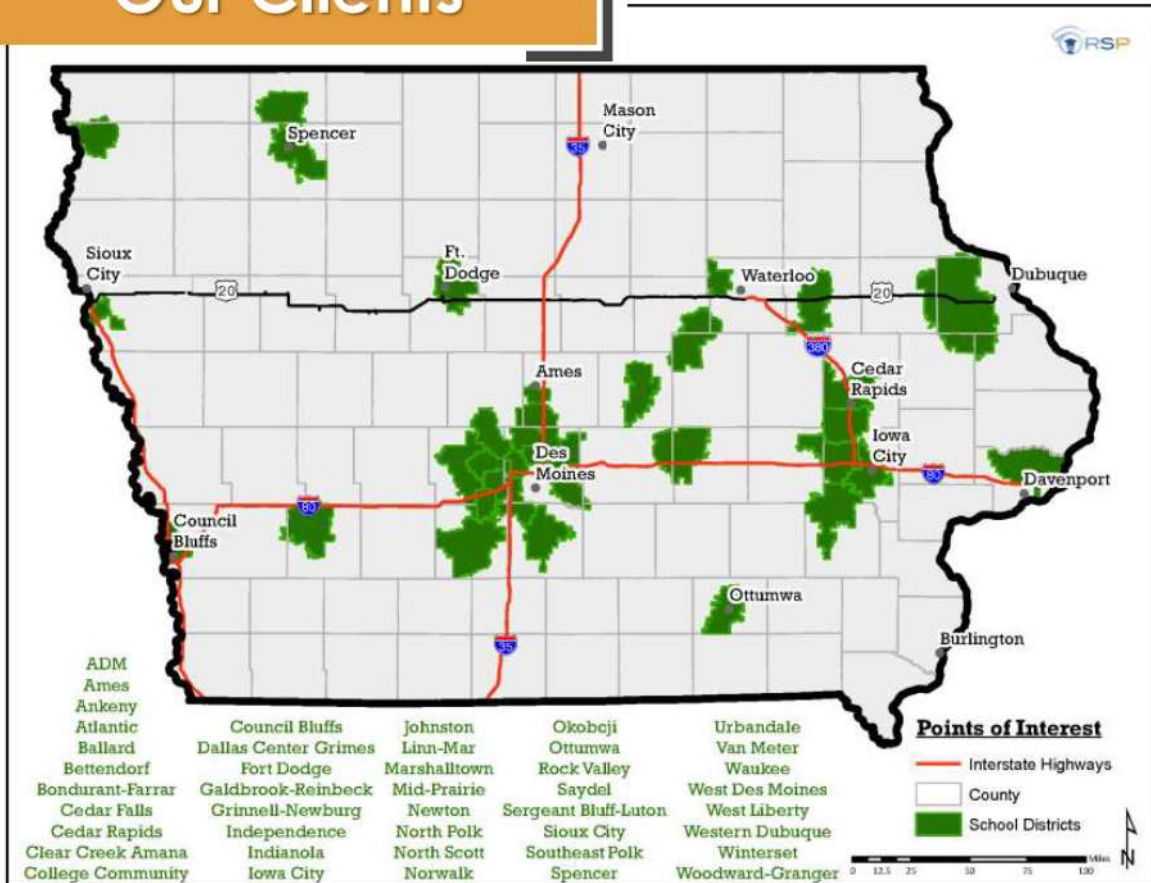
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Our Clients



Making it Happen

Linn-Mar Community School District

- ❑ Administration

County, City, & Others

- ❑ Linn County
- ❑ City of Cedar Rapids
- ❑ City of Marion
- ❑ United States Geological Survey
- ❑ Iowa DOT
- ❑ Census Bureau/ Esri

Development Community

- ❑ Builders
- ❑ Developers



Thank you!



Key Point:

Accurate projections are a result of the local entities providing quality data.

Part One: Enrollment & Demographics

Key Considerations

Enrollment Projections - Five Year Outlook:

- ❑ District increases by nearly 750 students (+9.9%) (+1.5% to +2.3% a year)
- ❑ Elementary (K-4) increases by over 450 students (+12.8%) (+0.8% to +4.5% a year)
- ❑ Middle School (5-8) increases by nearly 120 students (+6.7%) (-1.0% to +3.4% a year)
- ❑ High School (9-12) increases by over 170 students (+7.9%) (+0.4% to +3.1% a year)

Capacity over the next five years:

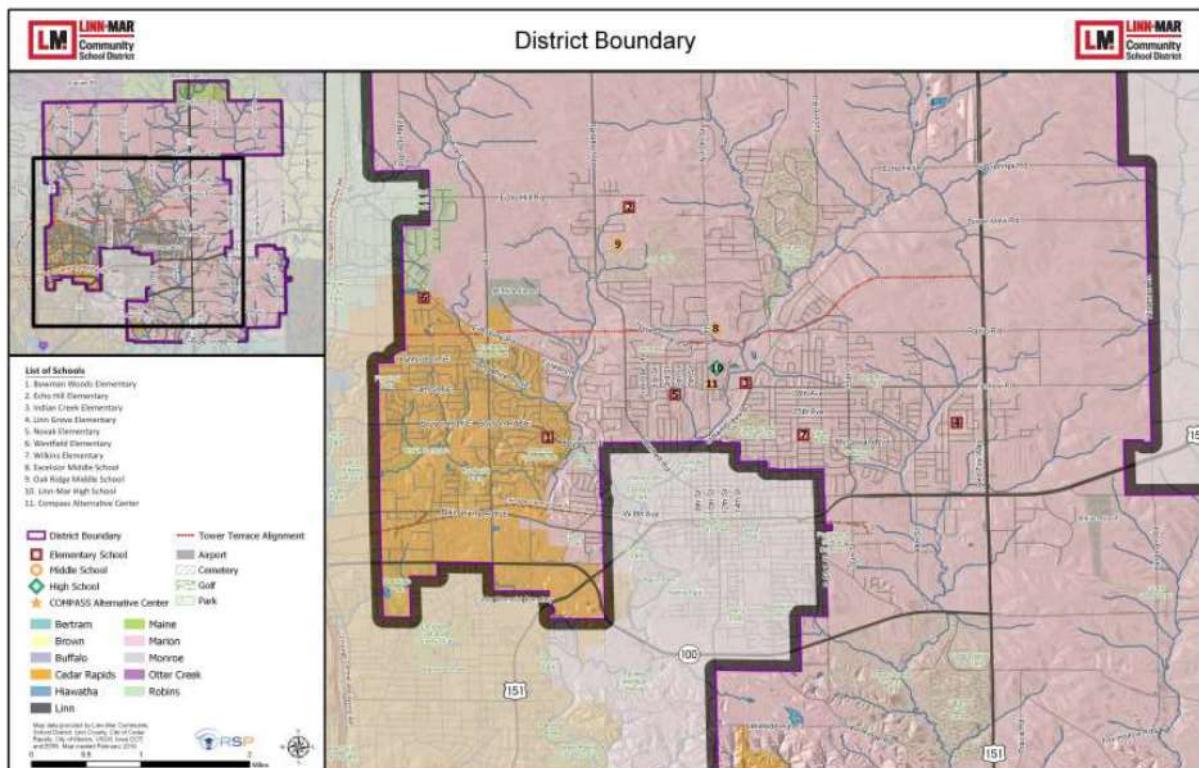
- ❑ **Elementary Capacity (Mostly Alleviated with two new intermediate schools in 2020/21):**
 - ❑ Indian Creek Elementary continues to be over its 500-student capacity
- ❑ **Middle School Capacity (Alleviated with two new intermediate schools in 2020/21):**
 - ❑ Oak Ridge Middle School currently over its 750-student capacity
 - ❑ The Eastern Intermediate is projected to have about 150 more students than the Western Intermediate (This could be balanced with other building and attendance area changes)
- ❑ **High School Capacity:**
 - ❑ Linn Mar High School will near its 2,400-student capacity (LRC being used for additional space)
- ❑ Options need to be considered to improve overutilized schools and/or increase educational teaching spaces (Portables, Boundary Changes, additions, enrollment capping, etc.)

Development Opportunities:

- ❑ Significant available land for residential development
- ❑ Speed of residential development will affect rate of enrollment increase
- ❑ With many of the major infrastructure items either completed or planned to be completed in the next few years, it will impact a household choice to locate to the district

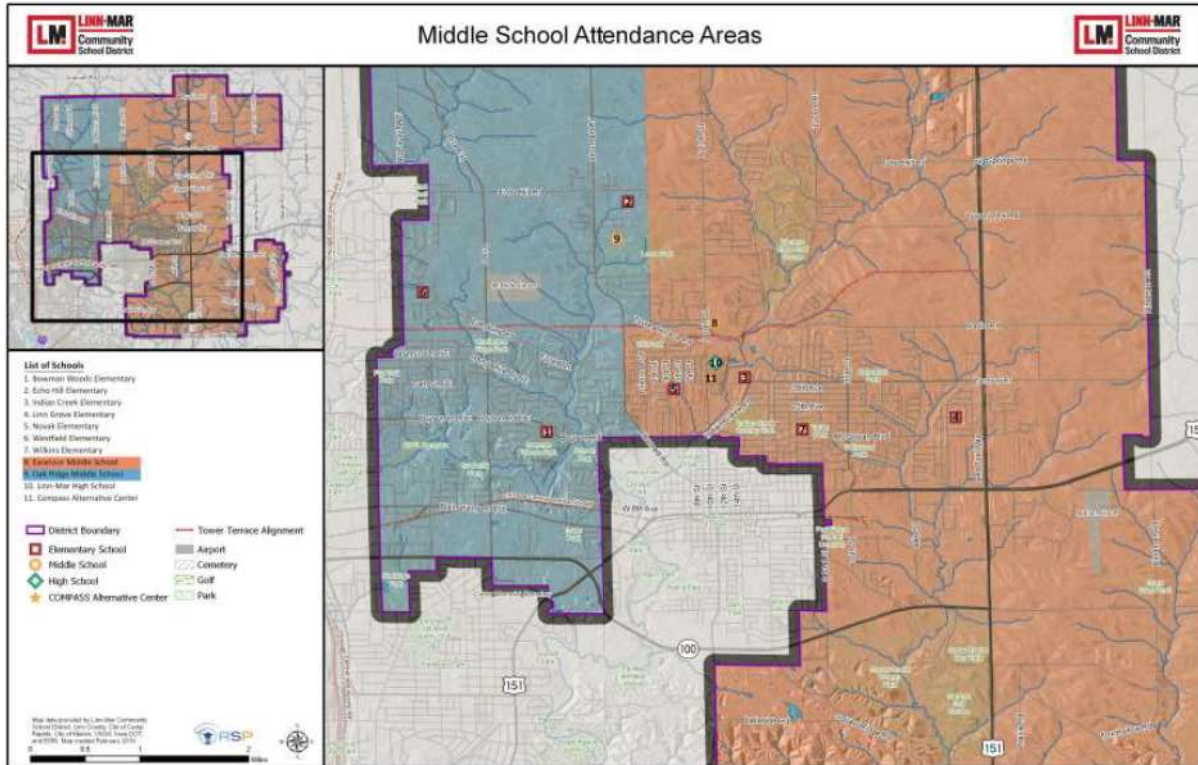
District Boundary

- ❑ District Boundary (Purple Line)
- ❑ Major Streets
- ❑ Major water features & cultural features
- ❑ Municipality Limits
- ❑ Cedar Rapids (Orange)
- ❑ Marion (Pink)
- ❑ Robbins (Green)



Middle Attendance Areas

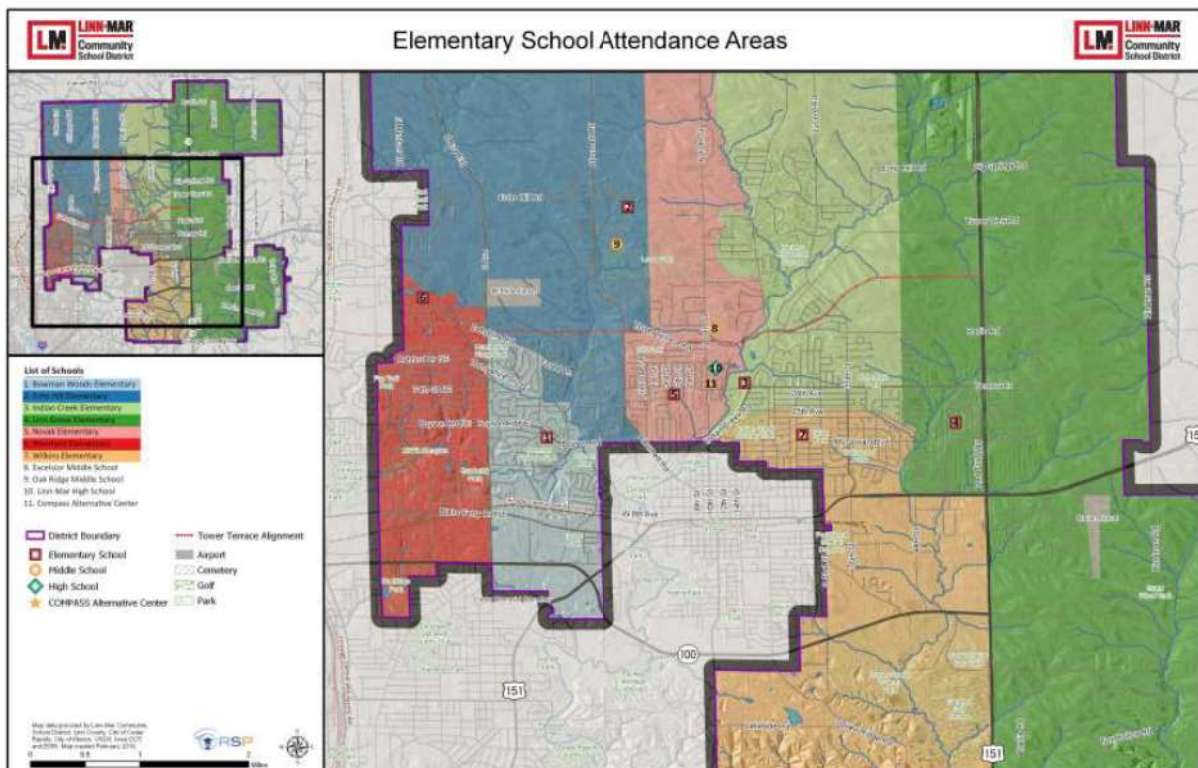
- District Boundary (Purple Line)
- Major Streets
- Major water features & cultural features
- Attendance Areas
- Excelsior (Orange)
- Oak Ridge (Blue)



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Elementary Attendance Areas

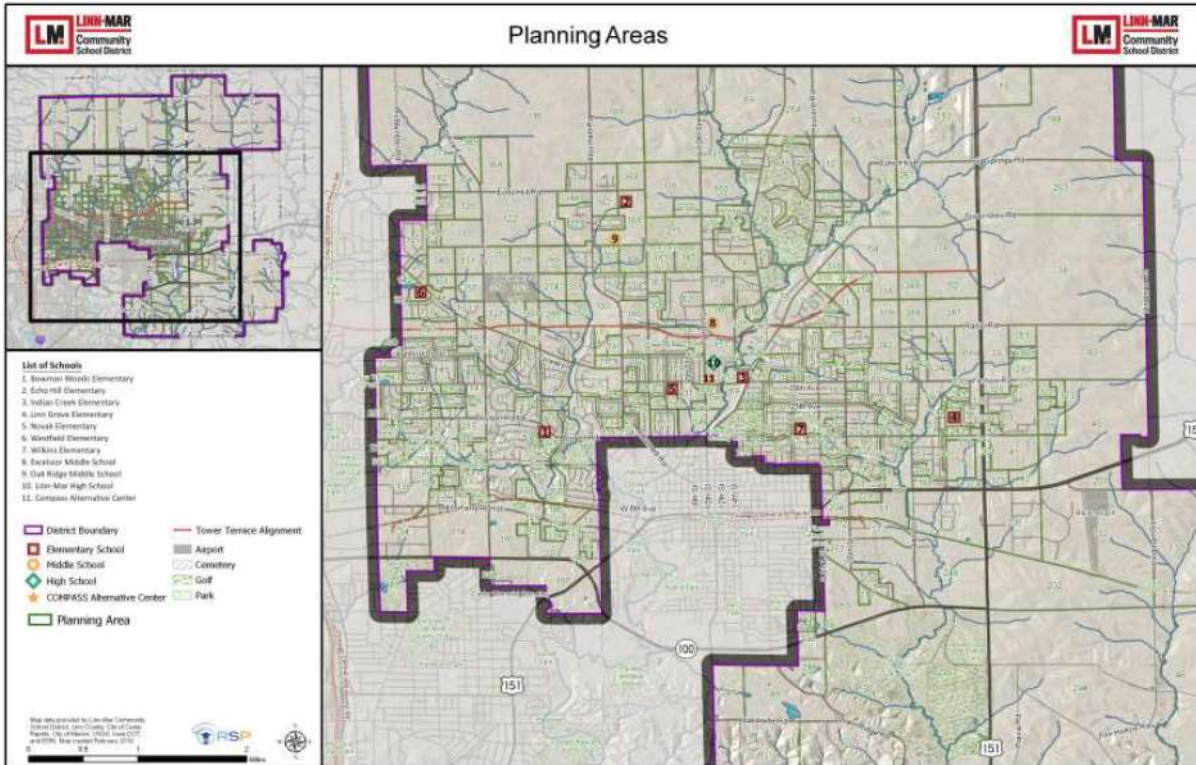
- District Boundary (Purple Line)
- Major Streets
- Major water features & cultural features
- Attendance Areas



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Planning Areas

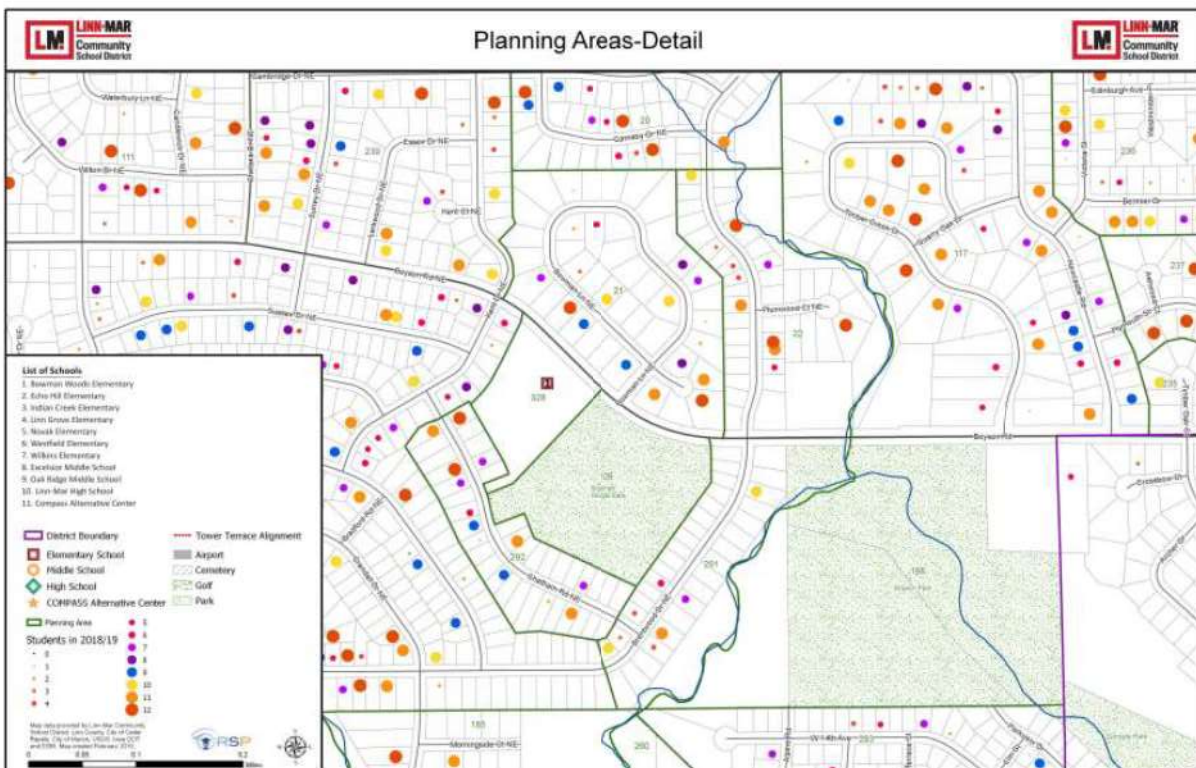
- Land Use (Residential, Commercial, Industrial)
- Residential Density (Single-Family, Mobile Home, Duplex, Apartment)
- Natural and Manmade Features (Rivers, Creeks, Railroads, Streets)
- Near **400** planning areas monitored for demographic, development, and enrollment data sets



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Detailed Planning Areas

- Zoomed in view of Planning Areas (**Green Line**) and Bowman Woods Elementary
- Displays the power of GIS data & Information
- See where students are located by grade in relation to streets, subdivisions, and parcels
- Illustrates how the planning areas are tied to development types at the parcel level



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Sophisticated Forecast Model

This is the central focus of everything RSP does. The model is based on what is happening in a school district. The best data is statistically analyzed to provide an accurate enrollment forecast. The District will be able to use RSP's report and maps to better understand demographic trends, school utilization, and the timing of construction projects.

Built-Out

$$S_{c,t,x} = S_{c-1,t-1,x} * GC$$

Let:

- S = The number of students, either an actual count or a projected count
- x = A subscript denoting an attendance area in the School District
- c = Grade level
- t = Time (Years)
- GC = Growth component either modeling enrollment increase or decrease based on historical information, expressed as a real number

Developing

$$S_{c,t,x} = S_{c-1,t-1,x} + (BP_{t,x} * R_{c,x})$$

$$\text{Where: } BP_{t,x} = \left(\frac{(CP_x)(BT_x)(A_x)}{\sum_x (CP_x)(BT_x)(A_x)} \right) * CT$$

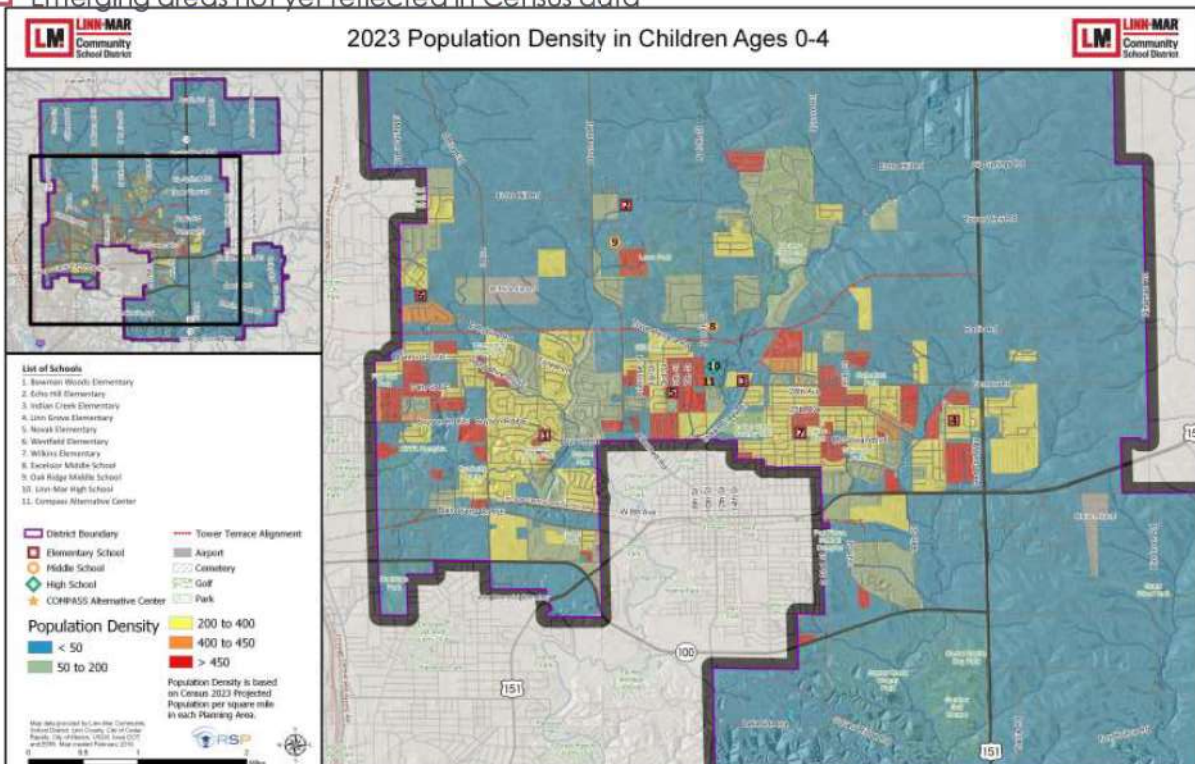
Let:

- S = The number of students, either an actual count or a projected count
- x = A subscript denoting an attendance area in the School District
- c = Grade level
- t = Time (Years)
- BP = Building permit forecast as given by the Building Permit Allocation Model (BPAM) model
- R_{c,x} = Student enrollment ratio of cohort c in planning area x
- CP = Capacity of a planning area as expressed by available housing units
- BT = Building history trend of a planning area
- A = An index which models the likelihood of development
- CT = Building permit control total forecast

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Population: Ages 0-4

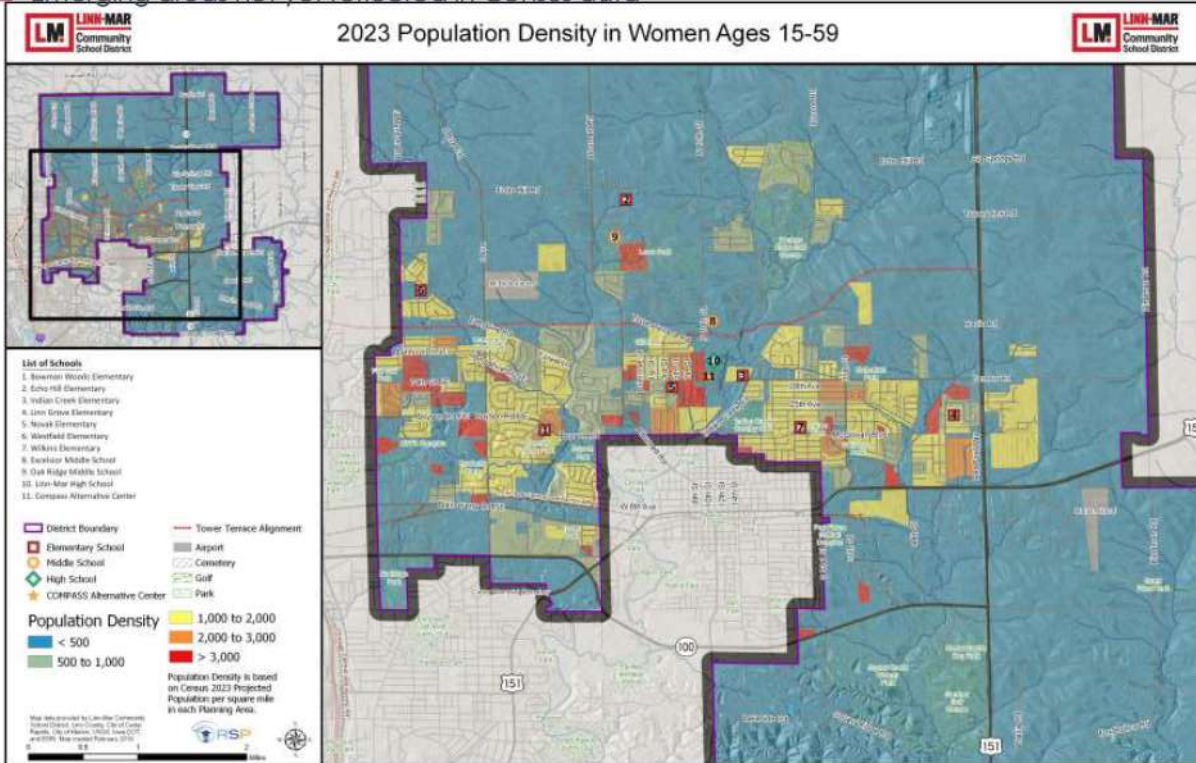
- ▢ Depicted by Census Block Group with 2023 estimates
- ▢ Density weighted by land area of each Block Group
- ▢ **Red** areas have greatest density, **Blue** have the least density
- ▢ This data helps benchmark the projection model choices for future student enrollment
- ▢ Emerging areas not yet reflected in Census data



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Population: Women 15-59

- Depicted by Census Block Group with 2023 estimates
- Density weighted by land area of each Block Group
- Red** areas have greatest density, **Blue** have the least density
- This data helps benchmark the projection model choices for future student enrollment
- Emerging areas not yet reflected in Census data



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District Demographics

Population

Annual Rate; Percentage Change

2000-2010: **3.25%**
 2010-2018: **1.57%**
 2018-2023: **1.44%**

Housing

Annual Rate; Percentage Change

2000-2010: **3.96%**
 2010-2018: **1.47%**
 2018-2023: **1.38%**

Income

Per Capita; Percentage Change

2018-2023: **1.80%**
Increase

Workforce

Unemployment Rate

2018: **2.0%**
Lower than U.S. average

Overall the District is experiencing an **Increase** in population and housing, but not at the same rate as the previous five years. Income is projected to increase over one percent by 2023. Unemployment is lower than the U.S. average.

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Demographic Comparison

Demographics	Linn-Mar Community School District	Cedar Rapids Community School District	College Community School District	Linn County	Johnson County	State of Iowa
Unemployment Rate	2.0%	3.4%	2.9%	3.0%	2.1%	3.0%
Average Household Size	2.58	2.33	2.55	2.41	2.36	2.43
Median Age	37.4	38.5	34.2	37.9	30.8	38.9
Total Population	40,531	127,394	27,528	229,460	151,506	3,219,046
Median Household Income	\$82,313	\$57,894	\$66,725	\$62,580	\$61,398	\$56,647
Total Housing Units	16,137	57,796	11,007	99,243	64,320	1,413,453
Owner Occupied Housing Units	12,676	37,921	7,945	68,820	35,832	908,398
Renter Occupied Housing Units	2,861	15,493	2,733	24,147	24,878	377,133
Vacancy Rate	3.7%	7.6%	3.0%	6.3%	5.6%	9.1%

Ethnicity	Linn-Mar Community School District	Cedar Rapids Community School District	College Community School District	Linn County	Johnson County	State of Iowa
White	87.0%	82.2%	88.5%	85.4%	77.1%	85.2%
Black	3.0%	7.7%	3.8%	5.5%	7.2%	3.7%
American Indian	0.2%	0.2%	0.2%	0.2%	0.2%	0.3%
Asian	4.9%	2.6%	2.2%	2.7%	7.3%	2.7%
Pacific Islander	0.1%	0.2%	0.2%	0.1%	0.0%	0.1%
Other Race	0.0%	0.1%	0.1%	0.1%	0.2%	0.1%
Two or More Races	1.9%	3.0%	2.0%	2.5%	2.2%	1.8%
Hispanic	2.8%	4.1%	3.0%	3.4%	5.8%	6.2%

What does this mean?

- Demographic attribute information is mostly consistent between the geographies
- Unemployment is lower than the compared area and the U.S. rate of 4.0%
- Total population is expected to increase 7.42% by 2023
- Median household income within the district is higher than the U.S. average of \$56,124
- The vacancy rate within the district is lower than the U.S. rate of 11.3%

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Past School Enrollment

Enrollment By Grade

Year	ECBP	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	K-12 Total	K-12 Change
2000/01		367	353	375	387	361	383	344	323	321	368	342	343	307	4,574	
2001/02		375	342	359	378	400	358	401	344	320	308	334	298	295	4,512	-62
2002/03		437	327	377	366	378	390	381	394	349	301	298	326	292	4,616	104
2003/04		404	430	351	400	371	397	415	376	407	346	309	306	328	4,840	224
2004/05		476	408	448	366	411	388	398	416	381	415	349	312	309	5,077	237
2005/06		521	394	418	444	356	415	391	403	415	393	421	353	343	5,267	190
2006/07		459	507	442	430	470	394	436	410	429	449	406	414	366	5,612	345
2007/08		542	450	513	456	431	488	408	448	414	440	444	421	436	5,891	279
2008/09		598	483	478	530	468	439	494	420	451	424	443	461	424	6,113	222
2009/10		554	546	508	482	543	468	461	508	426	440	430	453	491	6,310	197
2010/11		555	506	555	506	486	544	480	466	516	432	434	434	461	6,375	65
2011/12		544	525	508	565	512	498	552	478	485	513	426	434	454	6,494	119
2012/13		608	527	528	531	561	523	503	563	488	488	505	433	476	6,734	240
2013/14		535	557	555	526	541	564	530	499	566	507	488	516	477	6,861	127
2014/15	56	607	527	573	574	542	552	581	542	503	567	491	483	546	7,088	227
2015/16	50	578	575	533	578	582	554	570	585	545	509	566	491	491	7,157	69
2016/17	63	506	551	594	565	591	583	569	563	594	562	508	554	475	7,215	58
2017/18	50	563	536	575	607	583	592	578	571	567	590	546	519	568	7,395	180
2018/19	68	630	556	541	590	593	571	593	583	590	558	584	532	515	7,436	41

Source: Iowa Department of Education (2000/01 to 2015/16) and Linn-Mar Community School District (2018/19)

Table Explanation

- Largest class in 2018/19 – Kindergarten (630)
- Smallest class in 2018/19 – 12th grade (476)
- Graduating senior class smaller than the incoming Kindergarten class which will become less of a gap as larger grades cohort forward to the secondary grades
- Early Childhood Blended Program (ECBP) are retained Kdg who attend Kdg the following year

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Enrollment Change

Enrollment Grade Change

6994

From	To	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Change	
															Total	Percent
2000/01	2001/02	8	-25	6	3	13	-3	18	0	-3	-13	-34	-44	-48	-62	-1.4%
2001/02	2002/03	62	-48	35	7	0	-10	23	-7	5	-19	-10	-8	-6	104	2.3%
2002/03	2003/04	-33	-7	24	23	5	19	25	-5	13	-3	8	8	2	224	4.9%
2003/04	2004/05	72	4	18	15	11	17	1	1	5	8	3	3	3	237	4.9%
2004/05	2005/06	45	-82	10	-4	-10	4	3	5	-1	12	6	4	31	190	3.7%
2005/06	2006/07	-62	-14	48	12	26	38	21	19	26	34	13	-7	13	345	6.6%
2006/07	2007/08	83	-9	6	14	1	18	14	12	4	11	-5	15	22	279	5.0%
2007/08	2008/09	56	-59	28	17	12	8	6	12	3	10	3	17	3	222	3.8%
2008/09	2009/10	-44	-52	25	4	13	0	22	14	6	-11	6	10	30	197	3.2%
2009/10	2010/11	1	-48	9	-2	4	1	12	5	8	6	-6	4	8	65	1.0%
2010/11	2011/12	-11	-30	2	10	6	12	8	-2	19	-3	-6	0	20	119	1.9%
2011/12	2012/13	64	-17	3	23	-4	11	5	11	10	3	-8	7	42	240	3.7%
2012/13	2013/14	-73	-51	28	-2	10	3	7	-4	3	19	0	11	44	127	1.9%
2013/14	2014/15	72	-8	16	19	16	11	17	12	4	1	-16	-5	30	227	3.3%
2014/15	2015/16	-29	-32	6	5	8	12	18	4	3	6	-1	0	8	69	1.0%
2015/16	2016/17	-72	-27	19	32	13	1	15	-7	9	17	-1	-12	-16	58	0.8%
2016/17	2017/18	57	30	24	13	18	1	-5	2	4	-4	-16	11	14	180	2.5%
2017/18	2018/19	67	-7	5	15	-14	-12	1	5	19	-9	-6	-14	-4	41	0.6%
3-Yr Avg		17.3	-1.3	16.0	20.0	5.7	-3.3	3.7	0.0	10.7	1.3	-7.7	-5.0	-2.0	93.0	1.3%
3-Yr Wavg		40.5	2.0	13.7	17.2	1.2	-5.5	1.3	2.0	12.3	-3.0	-8.5	-5.3	0.0	90.2	1.2%

Source: Iowa Department of Education (2000/01 to 2015/16) and Linn-Mar Community School District (2018/19)

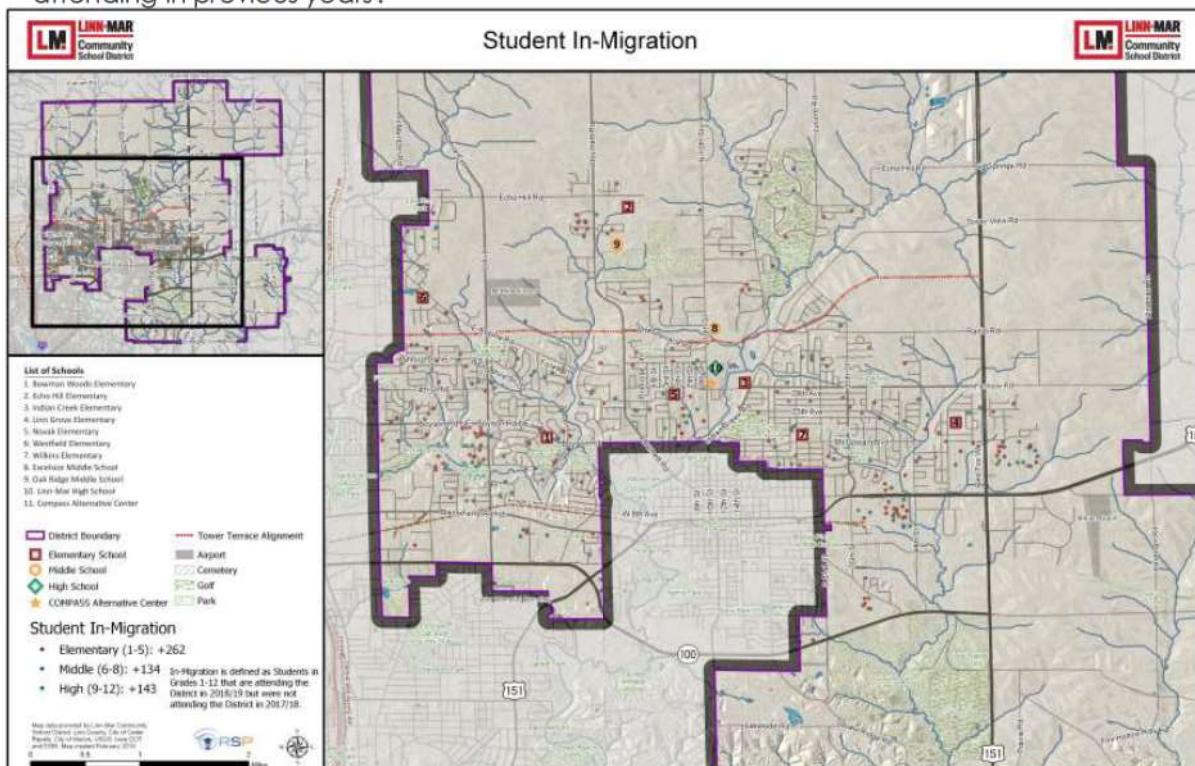
What does this mean?— Change varies by grade

- Largest average K-12 class increase – 2nd to 3rd grade (+20)
- Largest average K-12 class decrease – 9th to 10th grade (-8)
- Propensity to have varying cohort change in every grade – unique double-digit growth in elementary grades through 4th grade indicates a younger aged household

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Student In-Migration

- 2018/19 students who are in 1st through 12th grade that were not attending the District in 2017/18 as Kindergarten through 11th grade
- Who is new to the district that was not attending in previous years?
- 555** new students in 2017/18
- 539** new students in 2018/19

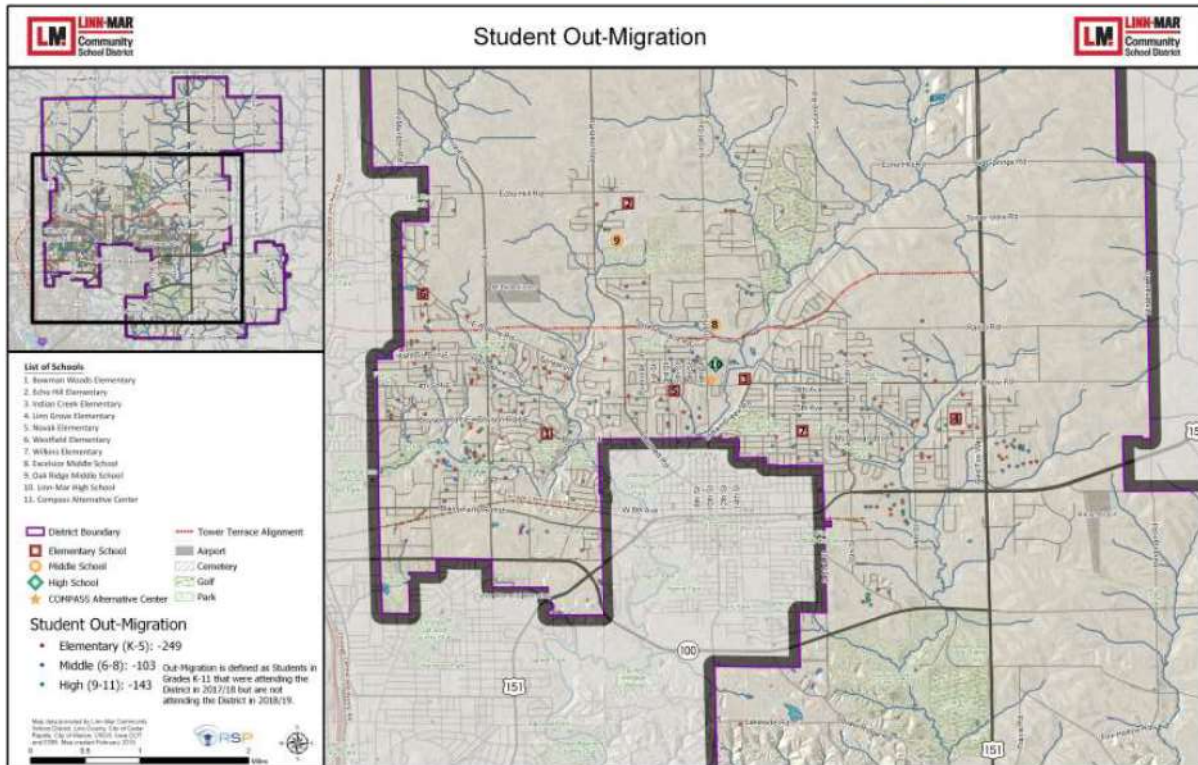


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Student Out-Migration

- Students attending the district in 2017/18 who were in Kindergarten through 11th grade that did not attend in 2018/19 as 1st through 12th graders

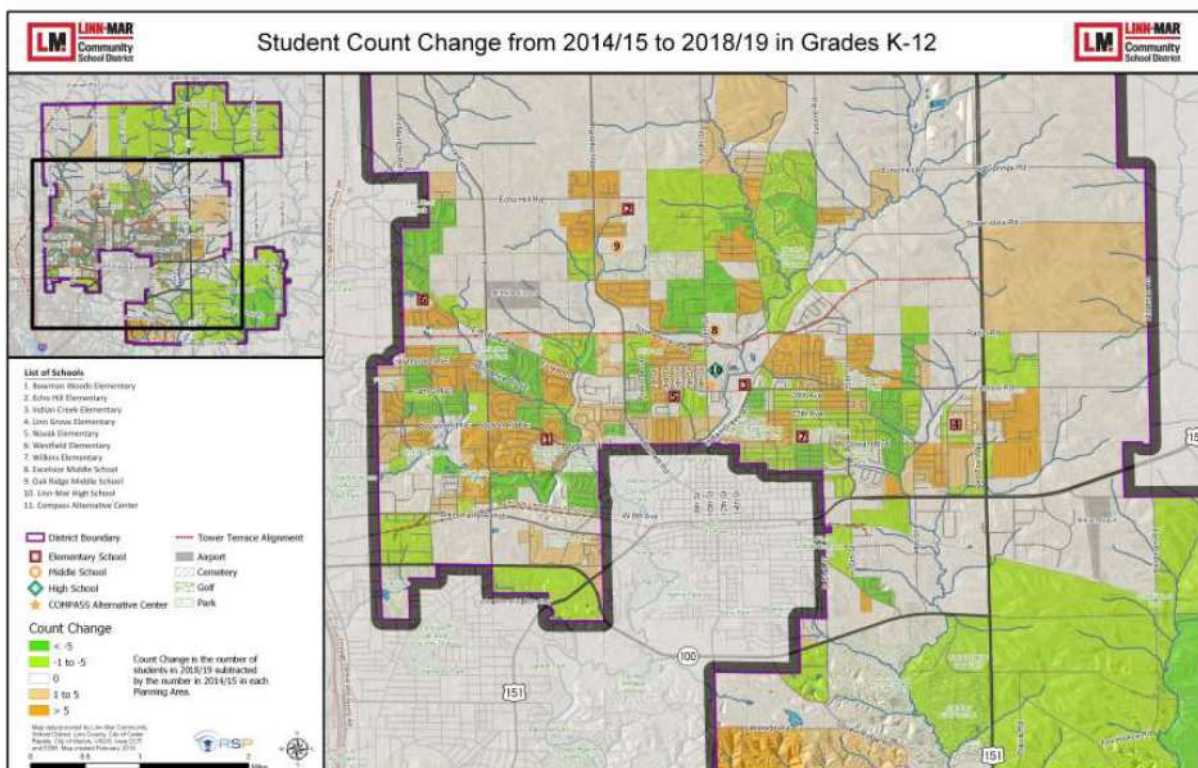
- 488** students left the district in 2017/18, **Total Migration +67**
- 495** students left the district in 2018/19, **Total Migration +44**



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Student Count Change

- Depicts student movement at each Planning Area from 2014/15 to 2018/19
- Orange** areas experienced an increase since 2014/15, **Green** areas experienced a decrease, **White** areas had no net change of students between 2014/15 to 2018/19
- New developments have a greater propensity to have more students in future years

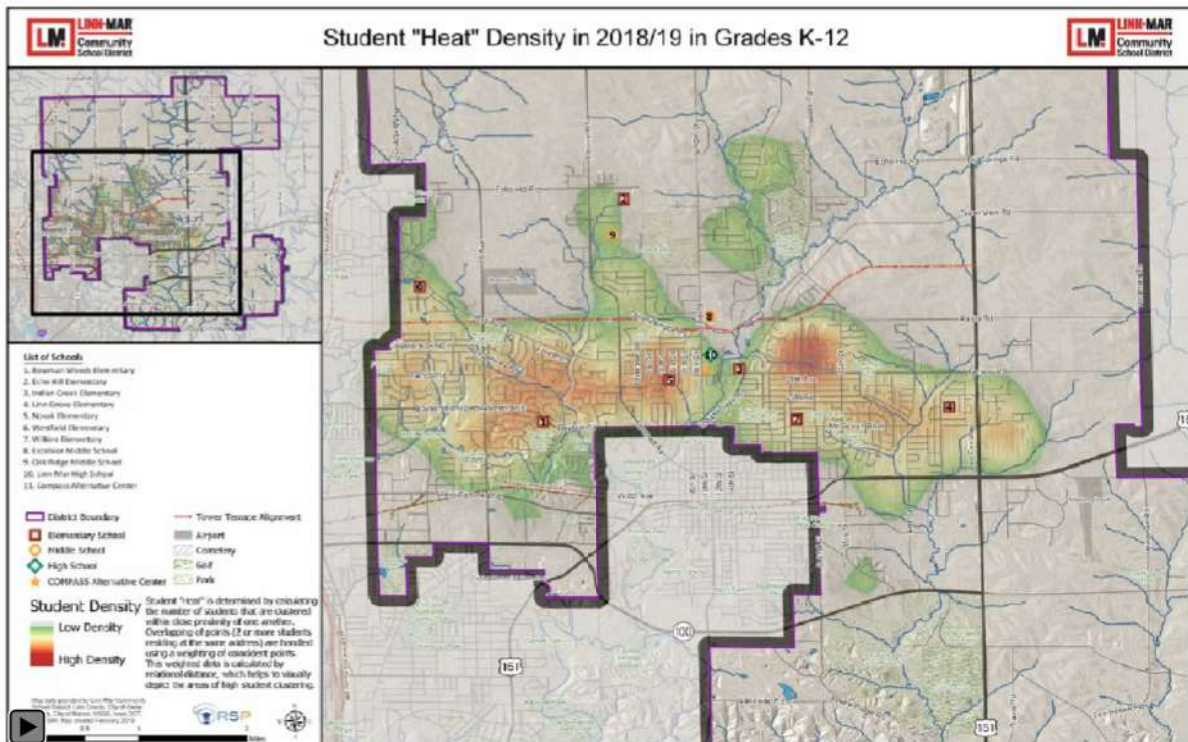


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Student "Heat" Density



- ❑ Red areas depict highest density of students, Gray as lowest student density
- ❑ Overlapping points (2 or more students) are handled using a weighting of coincident points
- ❑ This analysis helps with understanding student population and geographic proximity to schools
- ❑ Some new areas do not necessarily lead to similar yield rates of like developments



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Enrollment Conclusion

The following are some general enrollment observations:

- ❑ The district has maintained contiguous boundaries for elementary schools
- ❑ RSP & Associates monitors over **400** planning areas for demographic, development, and enrollment data sets
- ❑ Direct correlation between women in childbearing ages (15-59) and where children (0-4) reside
- ❑ Enrollment tends to increase from grade to grade each year at each level
 - Large increases happen from 2nd to 3rd grade and
 - Large decreases happen from 11th to 12th grade
- ❑ Larger elementary school grades will result in future larger middle and high school grades if the current trends continue into the future
- ❑ Greatest density is east of Indian Creek Elementary
- ❑ New developments coming online predominately will be north of Tower Terrace Road which will change the heat map dramatically

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Part Two: Development

Population, Development, Enrollment



Source: Linn-Mar Community Schools and RSP SFM & Demographic Models

Graphic Explanation

- Census data indicates an increasing population (Anticipated Annual growth of 1.44%)
- Building trend indicates there has been steady new residential activity (With infrastructure projects completed anticipating annual unit increase of 250 units)
- Student Enrollment growth has typically been positive (18/19 decrease similar to 2015/16)
- Households moving into the district continue to have similar number of children
- With development trends similar over the next five years there are likely to be more new students
- Older areas of the community have the propensity of having more children than in the past as neighborhoods turn over with new households

Student Yield Rate

Single Family (SF)

Schools	Year							
	2012	2013	2014	2015	2016	2017	2018	Average
Bowman Woods Elementary School	0.22	0.21	0.21	0.20	0.22	0.21	0.21	0.21
Echo Hill Elementary School	0.32	0.34	0.33	0.30	0.31	0.32	0.32	0.32
Indian Creek Elementary School	0.27	0.29	0.29	0.29	0.28	0.29	0.31	0.29
Linn Grove Elementary School	0.24	0.23	0.23	0.25	0.25	0.25	0.22	0.24
Novak Elementary School	0.24	0.23	0.24	0.24	0.24	0.24	0.25	0.24
Westfield Elementary School	0.35	0.32	0.31	0.31	0.31	0.31	0.31	0.32
Wilkins Elementary School	0.18	0.16	0.16	0.17	0.18	0.17	0.17	0.17
District (K-5):	0.26	0.25	0.25	0.25	0.25	0.25	0.25	0.25

Source: Linn-Mar Community School District, City of Cedar Rapids, and Linn County

Multi-Family (MF)

Schools	Year							
	2012	2013	2014	2015	2016	2017	2018	Average
Bowman Woods Elementary School	0.10	0.08	0.08	0.07	0.08	0.09	0.11	0.09
Echo Hill Elementary School	0.00	0.20	0.20	0.20	0.20	0.00	0.00	0.11
Indian Creek Elementary School	0.05	0.04	0.04	0.05	0.05	0.05	0.05	0.05
Linn Grove Elementary School	0.15	0.12	0.13	0.11	0.12	0.10	0.11	0.12
Novak Elementary School	0.09	0.06	0.06	0.05	0.06	0.07	0.05	0.06
Westfield Elementary School	0.08	0.06	0.09	0.10	0.10	0.10	0.10	0.09
Wilkins Elementary School	0.13	0.10	0.13	0.13	0.12	0.12	0.12	0.12
District (K-5):	0.11	0.09	0.09	0.09	0.09	0.09	0.09	0.10

Source: Linn-Mar Community School District, City of Cedar Rapids, and Linn County

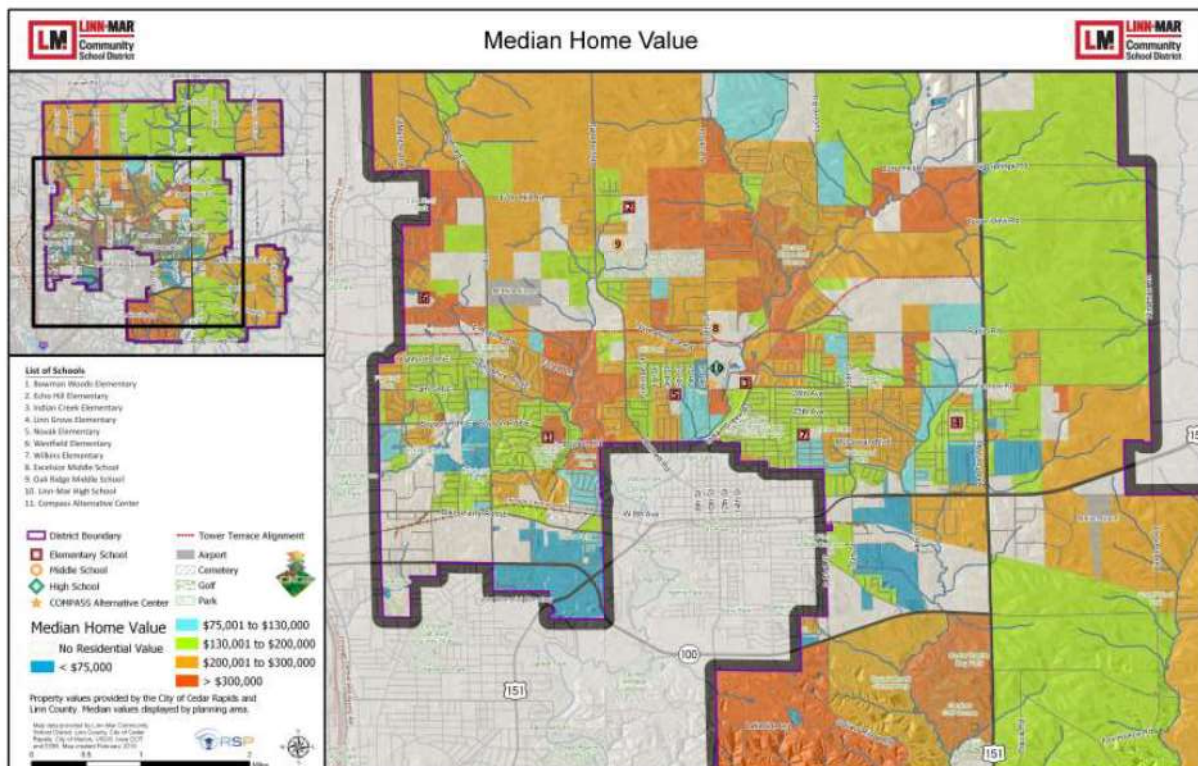
Graphic Explanation

- Depicts elementary (K-5) enrollment and the corresponding yield rate per 100 units
- Single-Family residential average (.25) has a higher student yield rate when compared to Multi-Family residential (.10) within the district
- Student yield rates for Single-Family and Multi-Family have remained consistent
- Adding newer housing inventory typically can increase the yield rate – type of housing must be monitored

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Median Home Value

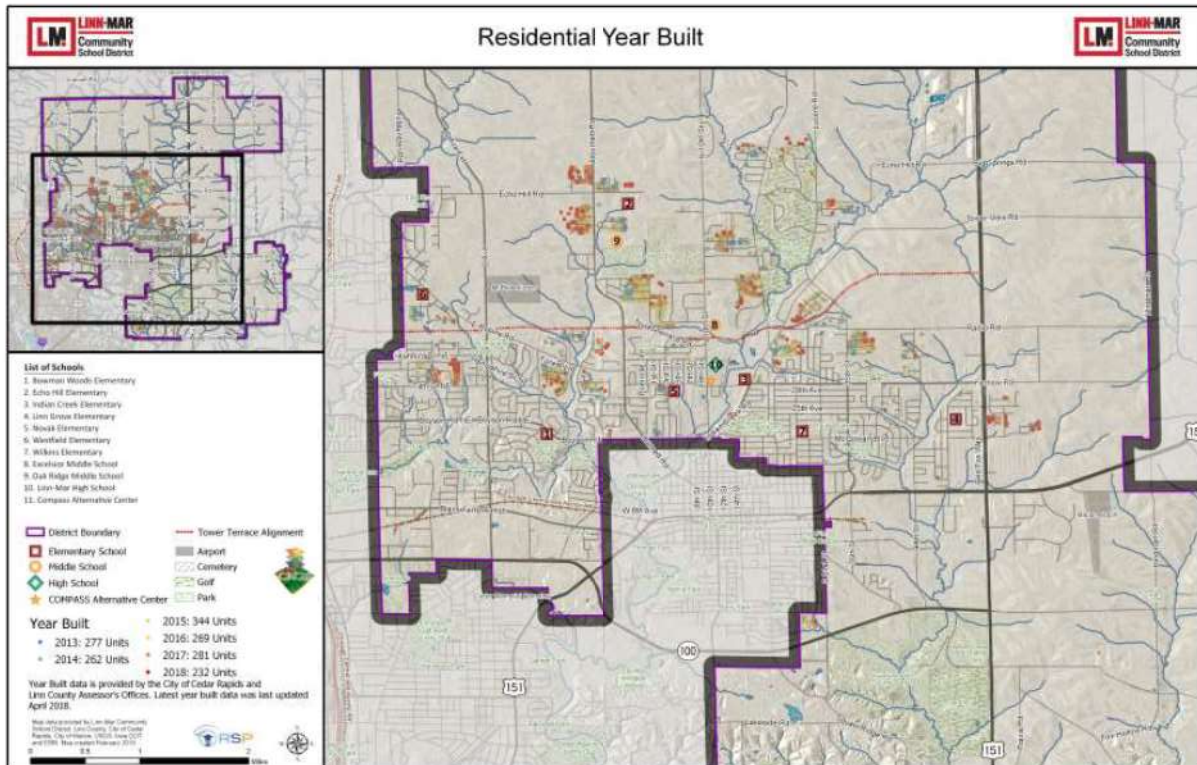
- Based on assessed Home Value as provided and maintained by the county assessor's office
- Home values correlated to socio-economic status – new areas tend to be the least affordable
- Areas shaded in **Orange** and **Red** have the greatest Median Home Value, **Blue** represents the greatest affordability



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Residential Year Built

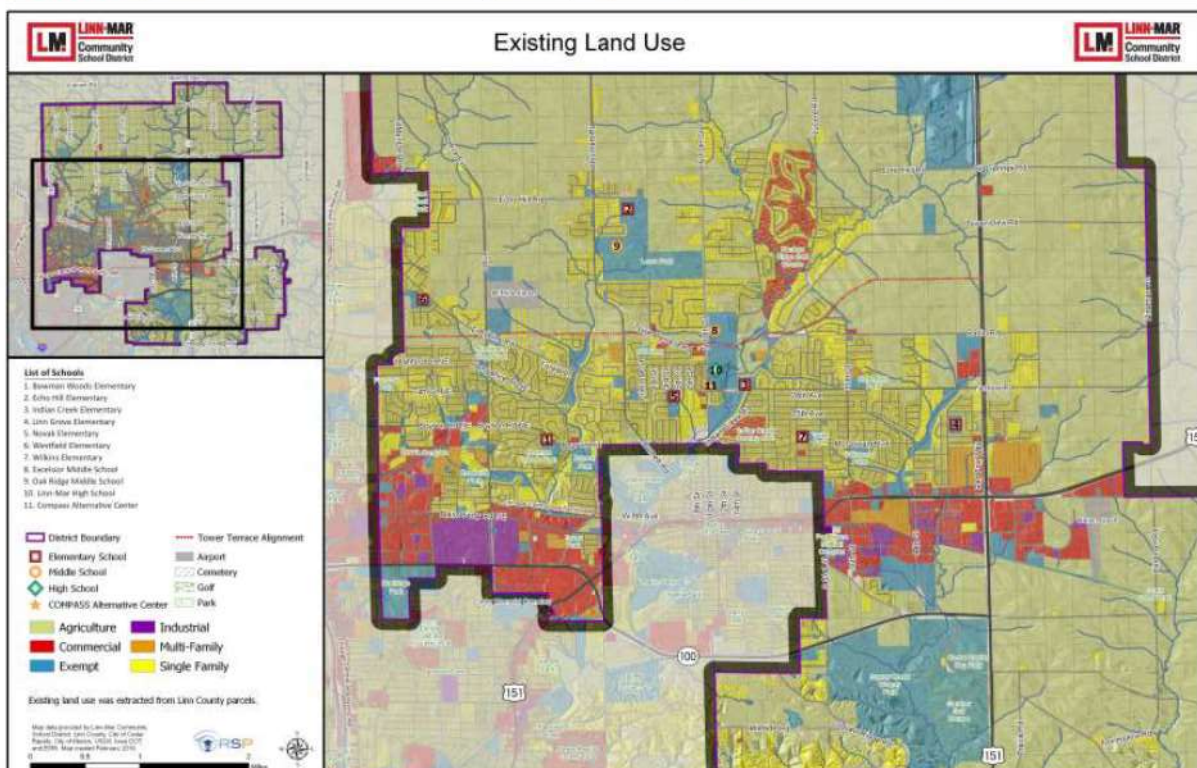
- Reveals the clusters of where residential development has occurred
- Some new areas do not necessarily lead to similar yield rates of like developments
- Colors of dots represent a specific year according to the county assessor's office



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Existing Land Use

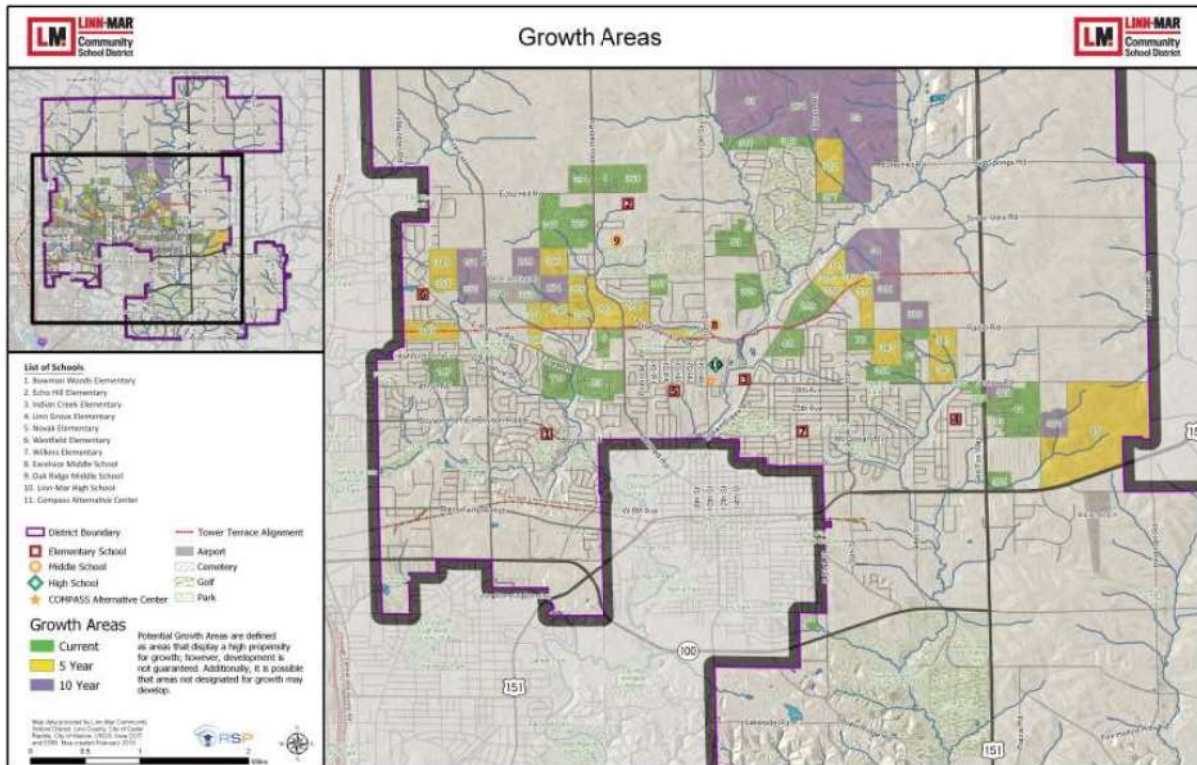
- Identifies the current type of land use
- Illustrates where employment centers are located (**Purple** and **Red**)
- Yellow** and **Orange** areas represent residential
- Green** agricultural areas have the highest propensity to be used as another use



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Growth Areas

- Identifies where development activity is happening (Green)
- Identifies possible areas that could develop (Yellow and Purple)
- The market and property owners desire to build guides the timing of development
- Other properties not shown might develop while some shown might not develop



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Development Conclusion

The following are some general development observations that are similar to last years observations:

- Single-family residential has the highest propensity to have school aged students
- There are abundant residential development opportunities available within the district boundary as infrastructure improvements allow
- Future residential activity is dependent on the economy (job growth/expansion)
- The type of development (Single-family, Duplex, Apartments) have different yield rates
- Tower Terrace Road expansion and connection to a future I-380 Hwy interchange will influence development in the community because of better connectivity
- Current residential development is concentrated largely in the west portion of the Linn-Mar District, largely along Alburnett Rd
- Future residential development activity outlook is promising – mostly concentrated just north of Echo Hill Rd
- Timing of new development will determine the rate of future enrollment increase

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Part Three: Enrollment Projections

Projection Accuracy

Elementary (K-5)

- Projected: 3,520
- Actual: 3,539
- Accuracy: **99.5%**

Middle School (6-8)

- Projected: 1,762
- Actual: 1,766
- Accuracy: **99.8%**



High School (9-12)

- Projected: 2,223
- Actual: 2,189
- Accuracy: **98.5%**

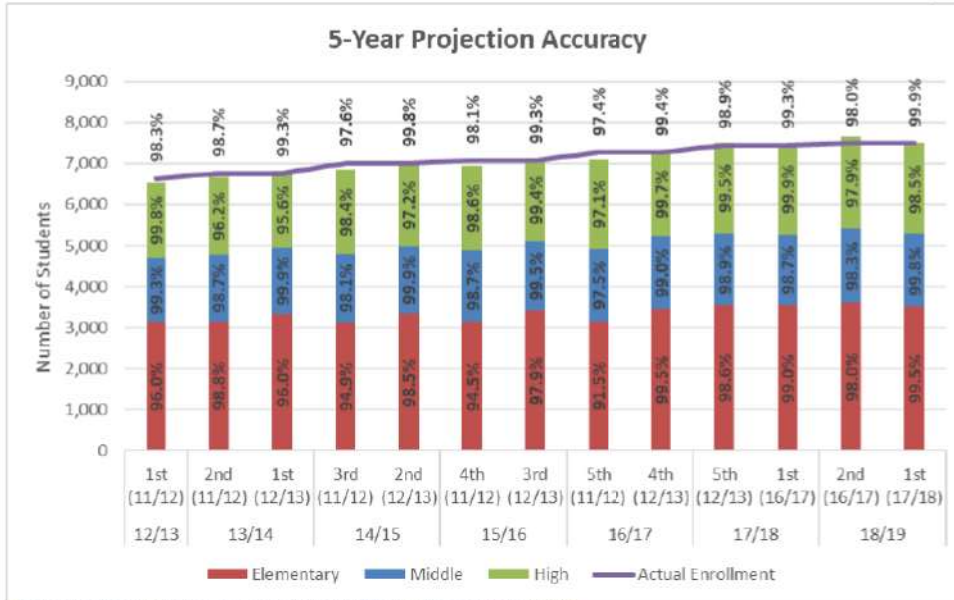
District (K-12)

- Projected: 7,505
- Actual: 7,494
- Accuracy: **99.9%**

Notes:

- ❑ This accuracy is the 1st year of the 2017/18 RSP Projections for the 2018/19 school year
- ❑ Demographic shifts with millennials impacting future enrollment (Jobs, Jobs, Jobs)
- ❑ Many areas of the community having significant demographic shifts influencing changes in enrollment (type of households not generating similar yield rates of students)
- ❑ A good portion of analysis spent on what is happening at the high school grades to determine if there are emerging trends
- ❑ Past projections included Compass Alternative in the high school projections

Accuracy Trends

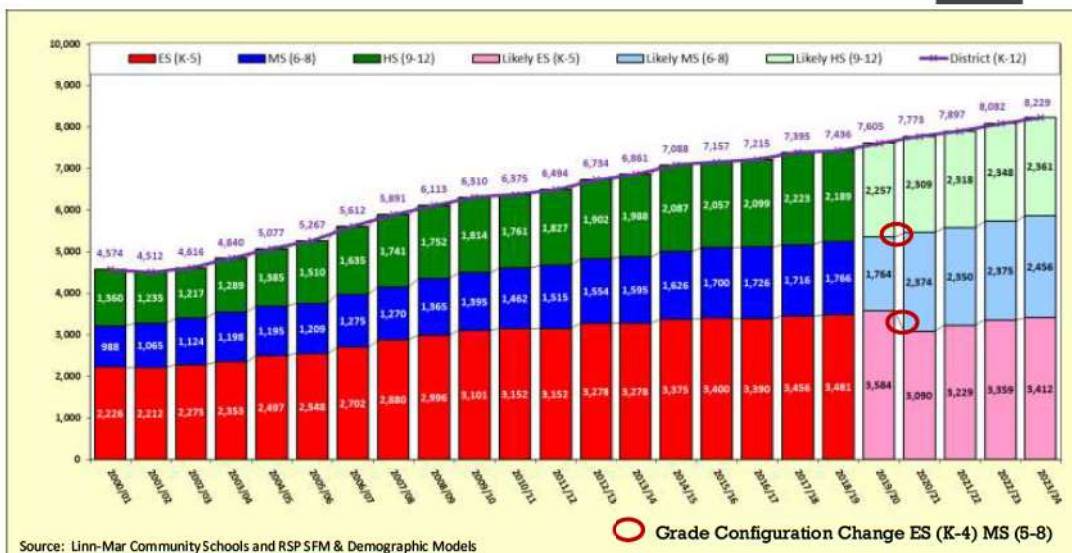


Actual enrollment provided by Linn-Mar Community School District, Projections provided by RSP SFM & Associates, LLC was not commissioned to provide an enrollment forecast for 13/14, 14/15, 15/16

Table Explanation

- RSP has maintained an average of **98.8%** for district enrollment for **13** projections
- The first year of a projection has the greatest propensity for accuracy
- 5th** year **17/18** projections conducted in **12/13** has the accuracy of **98.9%**, while **1st** year **18/19** projections conducted in 17/18 has the accuracy of **99.9%**
- The RSP projections should be integrated into all areas of district planning

Past, Current, Future Enrollment



What Does This Mean

- Enrollment Change – Overall enrollment increase anticipated (Elementary, Middle, and High)
- Decrease in ES and Increase in MS a result of the two intermediate schools coming online in the 2020/21 resulting in the grade configuration changing for ES (K-4) and MS (5-8)
- District increases by nearly 750 students **(+9.9%) (+1.5% to +2.3% a year)**
- Elementary (K-4) increases by over 450 students **(+12.8%) (+0.8% to +4.5% a year)**
- Middle School (5-8) increases by nearly 120 students **(+6.7%) (-1.0% to +3.4% a year)**
- High School (9-12) increases by over 170 students **(+7.9%) (+0.4% to +3.1% a year)**

Elementary Enrollment Projections

School	School Capacity	Student Location	Past School Enrollment			Projections Based on Residence				
			2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Bowman Woods Elementary K to 5th	500	Reside/Attend	450	429	431	452	383	402	413	406
		Reside	475	452	453					
		Attend	484	459	462					
Echo Hill Elementary K to 5th	600	Reside/Attend		464	471	535	463	492	511	534
		Reside	453	490	497					
		Attend	601	532	521					
Indian Creek Elementary K to 5th	500	Reside/Attend	491	526	540	630	550	575	614	636
		Reside	556	587	622					
		Attend	528	568	574					
Linn Grove Elementary K to 5th	600	Reside/Attend	446	411	421	475	424	451	480	487
		Reside	478	445	452					
		Attend	505	476	500					
Nova k Elementary K to 5th	600	Reside/Attend	359	390	379	435	382	402	408	412
		Reside	404	427	417					
		Attend	407	437	429					
Westfield Elementary K to 5th	600	Reside/Attend	402	536	548	602	500	506	512	517
		Reside	560	587	588					
		Attend	422	547	561					
Wilkins Elementary K to 5th	500	Reside/Attend	413	417	398	455	388	401	421	420
		Reside	464	468	452					
		Attend	443	437	434					
ELEMETARY TOTAL K to 5th (2020/21 K to 4th)	3,900	Reside/Attend	2,989	3,173	3,188	3,584	3,090	3,229	3,359	3,412
		Reside	3,390	3,456	3,481					
		Attend	3,390	3,456	3,481					

Source: RSP & Associates, LLC - April 2019

 Over School Capacity

Note 1: Student Projections are based on the residence of the student.

Note 2: The Enrollment Model is based on a Head count of students by Planning Area at each school

Note 3: Transfers between schools are not factored into the Projections

Note 4: The Enrollment Model assumes ES(K-5) MS(6-8) and HS (9-12) changing in 2020/21 to ES (K-4) MS (5-8) HS (9-12)

Note 5: Each planning area is assigned the 2018/19 Elementary and Middle School attendance area

Note 6: School capacity provided by the District

Note 7: Reside is based on the student home address

Note 8: Attend is based on which facility the student attends

37 Note 9: Reside/Attend are the students who reside in the attendance area that they have chosen to attend

NOTE:
ECBP students are not in the enrollment projections – this population is between 50 and 70 students

Secondary Enrollment Projections

School	School Capacity	Student Location	Past School Enrollment			Projections Based on Residence				
			2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Eastern Intermediate 5th to 6th (Begins 2020/21)	800	Reside/Attend				0	653	644	639	709
		Reside								
		Attend								
Western Intermediate 5th to 6th (Begins 2020/21)	800	Reside/Attend				0	539	522	528	561
		Reside								
		Attend								
Excelsior Middle School 6th and 8th (7th to 8th begins 20/21) In 15/16 becomes 8th and 9th	1,100	Reside/Attend	944	924	949	928	629	659	661	655
		Reside	978	953	986					
		Attend	972	949	967					
Oak Ridge Middle School 6th and 8th (7th to 8th begins 20/21) In 15/16 opens as 8th and 9th	750	Reside/Attend	720	738	762	836	553	525	547	531
		Reside	748	763	780					
		Attend	754	767	799					
Linn Mar High School 9th to 12th	2,400	Reside	2,099	2,223	2,189	2,257	2,309	2,318	2,348	2,361
		Attend	2,099	2,223	2,189					
		Reside/Attend	2,989	3,173	3,188					
ELEMETARY TOTAL K to 5th (2020/21 K to 4th)	3,900	Reside	3,390	3,456	3,481	3,584	3,090	3,229	3,359	3,412
		Attend	3,390	3,456	3,481					
		Reside/Attend	2,989	3,173	3,188					
MIDDLE TOTAL 6th to 8th (2020/21 5th to 8th)	3,450	Reside/Attend	978	1,716	1,766	1,764	2,374	2,350	2,375	2,456
		Reside	978	1,716	1,766					
		Attend	972	1,716	1,766					
HIGH TOTAL 9th to 12th	2,400	Reside	2,099	2,223	2,189	2,257	2,309	2,318	2,348	2,361
		Attend	2,099	2,223	2,189					
		Reside/Attend	2,989	3,173	3,188					
DISTRICT TOTALS K to 12th	9,750	Reside	6,467	7,395	7,436	7,605	7,773	7,897	8,082	8,229
		Attend	6,461	7,395	7,436					
		Reside/Attend	2,989	3,173	3,188					

Source: RSP & Associates, LLC - April 2019

 Over School Capacity

Note 1: Student Projections are based on the residence of the student.

Note 2: The Enrollment Model is based on a Head count of students by Planning Area at each school

Note 3: Transfers between schools are not factored into the Projections

Note 4: The Enrollment Model assumes ES(K-5) MS(6-8) and HS (9-12) changing in 2020/21 to ES (K-4) MS (5-8) HS (9-12)


Note 5: Each planning area is assigned the 2018/19 Elementary and Middle School attendance area


Note 6: School capacity provided by the District

Note 7: Reside is based on the student home address

Note 8: Attend is based on which facility the student attends

38 Note 9: Reside/Attend are the students who reside in the attendance area that they have chosen to attend

 Intermediate schools will not have similar enrollment

 High school planning needed to address future high school capacity need

Projection Notes

Project Clarification:

- Past Enrollment is shown three different ways:
 1. **Reside** (Based on where a student Resides in relation to the attendance area – includes Open Enrollment)
 2. **Attend** (Based on what school the student is attending includes Open Enrollment)
 3. **Reside/Attend** (Subset of Reside to know how many of the Reside attend the school based on the attendance area they are assigned to)

- Projections are shown one ways:
 1. **Reside** (Based on where a student Resides in relation to the attendance area: Includes Open Enrollment)

- Capacity
 - **Provided by district administration**
 - **Should be annually examined to ensure appropriate education space is available**

- Other Items
 - Enrollment Grade Configuration in Student Forecast Model (K-4, 5-8, 9-12)
 - Open enrollment trends are assumed to follow district policy and will continue like those trends during the projection time frame
 - Early Childhood Blended Program (ECBP) are retained Kdg and as such are a variable in the projection model to understand its impact on the projections
 - Factors in the two new Intermediate schools coming on line 2020/21

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Part Four: Moving Forward

Next Steps

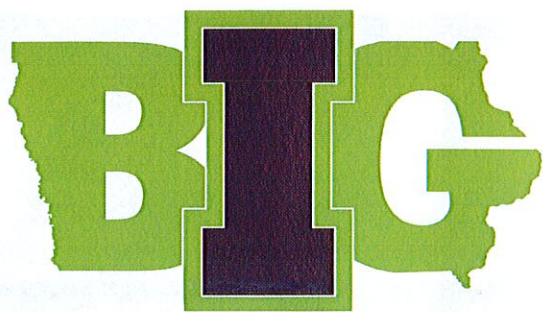
The following items will assist the district advance its educational goals:

- District administration and the Board of Education further study the enrollment, demographic, and development information presented to ensure decisions are made on the latest data available
- Annually review enrollment projections to make the best planning decisions
- The type of residential development (Single-Family, Duplex, Apartments) and how affordable that housing product is will influence where a household chooses to live and as such impact and number of students that potentially could attend a school
- Determine the criteria to address capacity issues and timing for future school construction, remodeling, or new attendance areas based on growth trends
(Highest Priority Indian Creek Elementary)
- Administration continue to examine utilization opportunities to improve the student education experiences
(Highest Priority Specialized programming and the potential utilization of the LRC for high school programming)
- Continue to make decisions and communicate that information to the community so they can understand how educational opportunities will support College and Career ready students

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Notes

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Iowa BIG Annual Report to the Board of Education

Monday, May 6, 2019

Taylor Haan, Sophia Lange, & Trace Pickering

MISSION:

To unleash human potential

What BIG has meant to me

Taylor Haan, Sr. Linn Mar



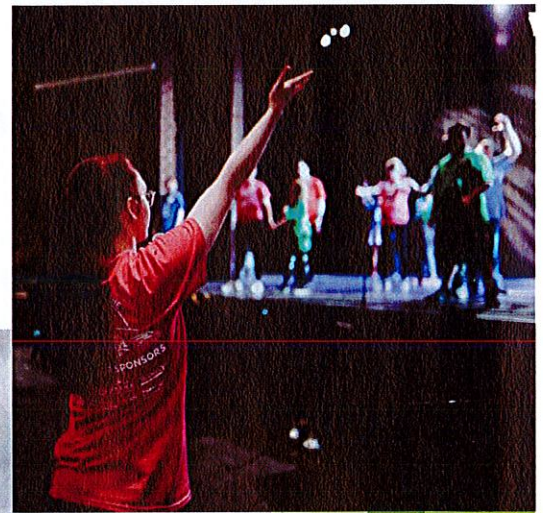
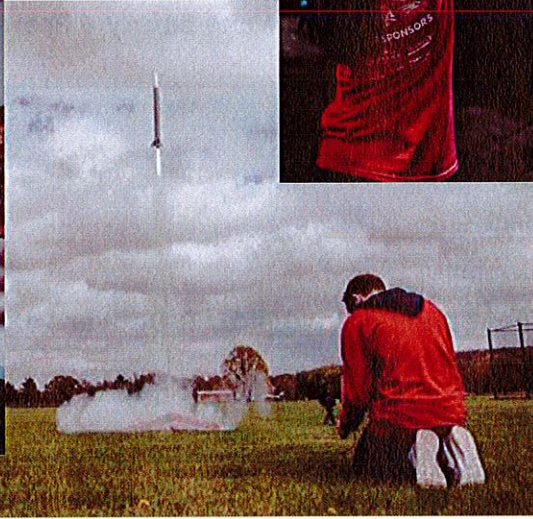
What BIG has done for me

Sophia Lange, Sr. Linn Mar



"BIG is open, there are so many opportunities and so much room to grow. My future is wide open, and BIG helped me realize that."

KARSEN NOBLE
SENIOR



Alumni Data (What has/hasn't BIG done for you?)

- ▶ Agree/Strongly agree OR Always true/sometimes true:
- ▶ I control my own learning - 100%
- ▶ I know how to advocate for myself - 98%
- ▶ I am working to maximize my potential - 100%
- ▶ I'm involved in my community - 86%
- ▶ I'm an empowered individual - 100%
- ▶ I'm doing things I'm passionate about - 98%

Alumni Data (College readiness)

- ▶ Agree/Strongly agree OR Always true/sometimes true:
- ▶ The freedom of time prepared me for college - 98%
- ▶ The freedom of space prepared me for college - 98%
- ▶ BIG helped me identify my passions & interests - 98%
- ▶ BIG prepared me for my college coursework - 85%
- ▶ BIG prepared me how to learn in college - 93%

Questions?

Cabinet Updates: May 6, 2019

[Click here to refer to the Strategic Plan](#)



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

Intermediate Buildings Update: We are excited to share we collected 717 name suggestions from the community/staff (570) and current 3rd/4th grade students (147) for our two intermediate buildings. The School Naming Committee will begin meeting next week to narrow the 717 suggestions down to two names that will be presented to the school board for approval during their June 10th meeting. Thank you to everyone who submitted a name suggestion, we appreciate your help!



District Achievements and Honors



US Presidential Scholars Semifinalist: Congratulations to Akash Gururaja, a senior at Linn-Mar High School, for being selected as one of 621 semifinalists to advance to the final round of the 2019 US Presidential Scholars competition. Just over 5,200 students were identified as candidates for the program from nearly 3.6 million graduating seniors throughout the United States. Students are selected based on broad academic achievement.

LIONS Award & Volunteer Recipients: Congratulations to the following recipients of this year's LIONS Awards and volunteer recognitions:

- **L**egend: Steve King, Instrumental Music Teacher - Excelsior Middle School
- **I**nnovator: Julie White, Special Education Teacher - Excelsior Middle School
- **O**ptimizer: Debra Barry, Teacher Leadership Instructional Coach - Novak Elementary
- **N**ewcomer: Amy Tristano, Spanish Teacher - Excelsior Middle School
- **S**ervice: Todd Goodell - Academic Assistance Counselor - LM High School
- Unsung Hero Award for Volunteerism: Michelle Langston
- Lions PRIDE Award: Jeanne Kuempel - Copy Center Technician - LM High School
- Shirley Pantini Equity Award: Sheri Crandall - Teacher Leadership Instructional Coach - LM High School



Pictured Left to Right: Jeanne Kuempel, Julie White, Amy Tristano, Debra Barry, Steve King, Michelle Langston and Todd Goodell. Not Pictured: Sheri Crandall

Drake Relays: Congratulations to our student athletes that competed in the Drake Relays on Saturday, April 27th! Dimia Burrell, Jill Bennett, Emily Schmidt, and Lily Haars took first place in the girls' 1,600-meter relay, Dimia Burrell also placed second in the long jump, Micah Poellet came in fifth in the 3,000, and Jill Bennett took sixth in the 100. The girls also placed sixth in the 400 relay, eighth in the sprint medley relay, and tied for third in the Hy-Vee Cup. The guys took second in the shuttle hurdle relay, fourth in the 3,200 relay, and fifth in the 400 relay. Dylan Dolezal placed eighth in the 3,200 and Trent Davis came in seventh in the 400 hurdles. Congrats also go out to Trent Davis for becoming the third person in Iowa history to beat 14 seconds in the 110-meter with a time of 13.99!



Girls' Soccer: Congratulations to LM Girls Soccer for being undefeated (9-0) as of April 27th!

Community Outreach: Kudos to the 6th/7th graders at Oak Ridge Middle School for their recent community service project! The students were led by Sadie Staker, a current junior at LMHS and an OR alumna, who teamed up with HACAP and United Way to put together hygiene kits for local shelters and community members in need.



Robotics News: Congratulations to the Iron Lions (Team 967) for ranking 42nd in the Curie Division during the FIRST Championship in Detroit, Michigan!



Department of Management
 Form S-A Publication

NOTICE OF PUBLIC HEARING
Linn-Mar School District
AMENDMENT OF CURRENT BUDGET
FISCAL YEAR 2018/2019

Date of Public Hearing: May 6, 2019
 Time of Public Hearing: 7:00 PM
 Location of Public Hearing: Learning Resource Center Boardroom, 2999 North 10th Street, Marion, IA 52302

The Board of Directors will conduct a public hearing at the above-noted time and place for the purpose of amending the current school budget by changing estimates of expenditures in the following areas by the following amounts:

Area	From	To	Reasons
Instruction	59,800,000	62,050,000	One to one technology implementation
Total Support Services	28,955,000	28,955,000	
Noninstructional Programs	4,380,000	4,380,000	
Total Other Expenditures	20,166,613	20,166,613	

This change in estimates of expenditures will be financed from increased receipts and balances not budgeted or considered in the current budget. There will be no increase in taxes to be paid in the fiscal year ending June 30, 2019. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed amendment. A detailed statement of additional receipts other than taxes, balances on hand at the close of the preceding fiscal year, and proposed expenditures, both past and anticipated, will be available at the hearing.



Inspire Learning.
Unlock Potential.
Empower Achievement.

**School Board Work Session Minutes
April 22, 2019**

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education work session was called to order at 5:00 PM in the boardroom of the Learning Resource Center. Roll was taken to determine a quorum. Present: AbouAssaly, Isenberg, Lausen, Nelson, Wall and Weaver. Absent: Mehaffey.

200: Adoption of the Agenda *Motion 162.04.22*

MOTION by Weaver to adopt the agenda as presented, second by AbouAssaly. Voice vote, all ayes. Motion carried.

300: Work Session

301: IEP Graduation Requirements – Exhibit 301.1

Associate Director of Student Services Megan Burke-Brunschien and Executive Director of Student Services Leisa Breifelder presented information on the recent changes regarding graduation requirements for students on individualized education plans (IEPs) to ensure alignment with the requirements of the Every Students Succeeds Act (ESSA). It is no longer permissible to award a regular high school diploma based on IEP goal attainment only. Students on IEPs must now complete 4-3-3-3 Plus IEP, which requires 4 years of English, 3 years of math, 3 years of science, and 3 years of social science, plus IEP goal attainment. The change will begin with the current 9th grade class.

302: Technology Services Updates

Executive Director of Technology Services Jeri Ramos will provided an overview of Technology Services including highlights of the technology planned for the new 5th/6th grade buildings and information on the core switch update and NextGen firewall. Additional information was shared on phishing attacks quarantined by the department in February and April and plans for educating staff and students about these types of attacks. Also, PowerSchool Unified Classroom will debut in the middle schools in 2019-20 and the 1:1 student computer initiative will be implemented in phases.

303: 2019-20 Board Calendar

Superintendent Bisgard facilitated a discussion on the dates and format of board visits for 2019-20. Board members shared they appreciate the visits and would be interested in varying the dates and formats for next year including the possibility of a week-long, walk-in format.

400: Adjournment *Motion 163.04.22*

MOTION by Wall to adjourn the work session at 6:45 PM, second by Isenberg. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

JT Anderson, Board Secretary/Treasurer

School Board Regular Meeting Minutes
April 22, 2019

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education regular meeting was called to order at 7:00 PM in the boardroom of the Learning Resource Center. Roll was taken to determine a quorum. Present: AbouAssaly, Isenberg, Lausen, Nelson, Wall and Weaver. Absent: Mehaffey.

200: Adoption of the Agenda Motion 164.04.22

MOTION by Weaver to adopt the agenda as presented, second by Lausen. Voice vote, all ayes. Motion carried.

300: Special Recognitions

301: LIONS Awards & Volunteer Recognitions

Karla Christian, Chief Officer of Human Resources and Director of Public Relations, announced the following recipients of the 2018-19 LIONS Awards and Volunteer Recognitions:

- **Legend:** Steve King – Instrumental Music Teacher at Excelsior
- **Innovator:** Julie White – Special Education Teacher at Excelsior
- **Optimizer:** Debra Barry – Teacher Leadership Instructional Coach
- **Newcomer:** Amy Tristano – Spanish Teacher at Excelsior
- **Service:** Todd Goodell – Academic Assistance Counselor at the high school
- **LM PRIDE:** Jeanne Kuempel – Copy Center Technician
- **Shirley Pantini:** Sheri Crandall – Teacher Leadership Instruction Coach
- **Unsung Hero for Outstanding Volunteer:** Michelle Langston

Winners will be recognized at the 2019 LIONS Awards and Volunteer Reception on Wednesday, May 1st from 5:00-6:00 PM in the boardroom of the Learning Resource Center.

302: Teacher Appreciation Week

Board President Sondra Nelson read the following proclamation announcing May 6th thru 10th as Teacher Appreciation Week:

*Whereas, teachers work to open student minds to ideas, knowledge, and dreams; and
Whereas, teachers serve as listeners, explorers; role models, motivators, and mentors; and
Whereas, teachers continue to influence students long after graduation;
Now, therefore, I, Sondra Nelson, serving as President of the Linn-Mar Board of Education, do hereby proclaim
May 6-10, 2019, as Teacher Appreciation Week. I urge that we observe this week by taking time to recognize and
acknowledge the impact of teachers on the lives of our students.*

303: School Board Recognition Month

Board Treasurer/Secretary JT Anderson read the following proclamation announcing May 2019 as School Board Recognition Month and Superintendent Bisgard presented each board member with a certificate from IASB:

As citizen leaders, school board members have the responsibility of making decisions that support the vision of the education program, that ensure our schools are accountable to the community, and that strongly advocate continuous improvement in student learning and achievement. Their role as a board is to consistently work together to Inspire Learning, Unlock Potential, and Empower Achievement for the entire district.

In recognition of the dedicated service of all Iowa school board members, the month of May has been designated School Board Recognition Month by the Iowa Association of School Boards. Please join me in a round of applause for our school board members as a way of showing our appreciation for their dedication and service to the Linn-Mar Community School District.

400: Audience Communications

- Erin Watts, President of LMEA, thanked the board/administration for the 2019-20 package increase for teachers.

500: Informational Reports

501: Iowa BIG Advisory Board (Apr 10th)

Superintendent Bisgard reported BIG is working on developing a focused mission and purpose and recently conducted a survey to gather feedback on the program from alumni.

502: Board Visit to Linn Grove Elementary (Apr 12th)

Board members shared they were impressed with the level of student engagement and enjoyed seeing the students participating in the various literacy lessons the board were presented information on during their April 8th meeting.

503: Coffee & Conversation (Apr 13th)

Board Member Wall reported there were three people in attendance and the discussion focused on the 5th/6th grade intermediate buildings.

504: Marion City Council (Apr 18th)

Board Member AbouAssaly reported the only item discussed that pertained to the district was approval of a zoning change to accommodate the construction of the 35th Avenue intermediate building.

505: Cabinet Update – Exhibit 505.1

Superintendent Bisgard shared a reminder of the LIONS/Volunteer reception on May 1st, a short update on the zoning issues related to the construction of the intermediate buildings, and a draft of the *LM PRIDE* newsletter.

600: Unfinished Business

601: Approval of Commissioning Services Bid – Exhibit 601.1 *Motion 165.04.22*

MOTION by Lausen to approve SystemWorks, LLC as the lowest responsive bidder for commissioning services related to the two intermediate buildings for \$125,840, second by Wall. Voice vote, all ayes. Motion carried.

700: New Business

701: Set Public Hearing – Exhibit 701.1 *Motion 166.04.22*

MOTION by Lausen to set a public hearing for 7:00 PM on May 6, 2019, regarding the FY19 budget amendment, second by Wall. Voice vote, all ayes. Motion carried.

702: LMEA Agreement Motion 167.04.22

MOTION by Wall to approve the Linn-Mar Education Association (LMEA) agreement for 2019-20 at a total package increase of 2.51%, second by Weaver. Voice vote, all ayes. Motion carried.

703: Open Enrollment Requests Motion 168.04.22

MOTION by Wall to approve the list of open enrollment requests as presented, second by Lausen. Voice vote, all ayes. Motion carried.

Approved IN

Name	Grade	Resident District	Reason
Clark, Zachary	K	Cedar Rapids CSD	On time
Darrow, Emma	K	Marion Independent	On time
Johnson, Zackary	K	Cedar Rapids CSD	On time
Salinas, Adian	K	Cedar Rapids CSD	On time

Denied OUT

Name	Grade	Requested District	Reason
Banowitz, Abigail	7 th	Marion Independent	Late, no good cause

800: Consent Agenda Motion 169.04.22

MOTION by Wall to approve the consent agenda as presented, second by Lausen. Voice vote, all ayes. Motion carried.

801: Personnel

Certified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Frye, Jennifer	From WE 5 th Gr Teacher to BW Instructional Coach	8/20/19	Same
Garcia, Daniel	HS: Science Teacher	8/16/19	BA, Step 1
Lordey, Angela	HS: Foreign Language Teacher	8/16/19	MA, Step 12
Pottebaum, Shelly	From BW .5 Reading to NE 1.0 Reading Teacher	8/20/19	Same
Sleeper, Kaitlyn	HS: English Teacher	8/16/19	BA, Step 5
Smith, Sean	From HS Student Support Services Teacher to IC Instructional Coach	8/20/19	Same
Sylvester, Allison	OR: 8 th Gr Language Arts Teacher	8/16/19	BA, Step 7

Certified Staff: Extended Leave of Absence

Name	Assignment	Dept Action	Reason
Dill, Chelsea	HS: .5 Social Studies/.5 Compass Teacher	2019-20 School Year	Military

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Anderson, Jami	NS: From EH .5 General Help to HS 1.0 General Help/Cashier	4/22/19	SEIU A+.25, Step 1
Brenes, Daysi	NS: From HS General Help/Cashier to Lead Cook	4/22/19	Same
Dundee, Kelly	WF: Student Support Associate	4/8/19	LMSEAA II, Step 10
Helmle, Belva	Student Services: Work Experience Student Support Assoc	4/15/19	LMSEAA II, Step 10
Larson, Makenzie	SC: Student Support Associate	4/15/19	LMSEAA II, Step 7
Leete, Barb	WE: Student Support Associate	8/20/19	LMSEAA II, Step 10
Mittan, Jennifer	LRC: Accounts Receivable/Payroll Assistant	4/29/19	\$20.00/hour
Randklev, Linda	TR: From Regular to Substitute Bus Driver	4/8/19	Step 10
Sears, Margaret	HS: From NS Lead Cook to Custodian	4/22/19	SEIU C, Step 1
Suchan, Judy	NS: BW General Help	4/8/19	Step 1
Vanourney, Haley	WF: Student Support Associate	4/15/19	LMSEAA II, Step 6
Voves, Haley	AC: Aquatic Instructor	4/15/19	\$11.00/hour

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Boyles, Sarah	NS: EX General Help	4/19/19	Personal
Eustice, Andrea	EX: Student Support Associate	5/10/19	Personal
Evans, Michael	NE: Student Support Associate	6/5/19	Personal
Haugen, Katrina	WE: Student Support Associate	6/5/19	Personal
Hird, Ron	TR: Bus Driver	6/7/19	Personal
Holub, Sarah	O&M: Secretary	4/11/19	Personal
Kurth, Marianne	NE: .5 Student Support Associate	6/7/19	Personal
Miller, Sara	NE: Student Support Associate	6/4/19	Personal
Skaggs, Kaitlyn	NE: .5 Student Support Associate	4/11/19	Personal
Taylor, Daveeta	TR: Bus Driver	6/7/19	Retirement
Vorobtsov, Rebecca	OR: Health Assistant	5/10/19	Personal

Co/Extra-Curricular: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Escamilla, Hannah	HS: Assistant 9/10 Softball Coach	5/6/19	\$3,213
Nie, Janisse	HS: Assistant Varsity Girls' Swim Coach	4/9/19	\$3,213

802: Approval of April 8th Minutes – Exhibit 802.1

803: Approval of Bills – Exhibit 803.1

804: Approval of Contracts – Exhibits 804.1-7

1. Retail natural gas agreement with MidAmerican
2. Independent contractor agreement with Rick Ironside
3. Independent contractor agreement with Diana Knight
4. Independent contractor agreement with Nick McGraw
5. Independent contractor agreement with Carol Tralau
6. Independent contractor agreement with Jason Wells
7. Independent contractor agreement with Gary Hoobler
8. Interagency agreements for special education with Cedar Rapids CSD (3), College CSD (1), and Iowa City CSD (1). *For student confidentiality, exhibits not provided.*

805: Financials – Exhibits 805.1-2

1. School Finance and Cash Balance Reports as of March 31, 2018
2. School Finance and Cash Balance Reports as of March 31, 2019

806: Overnight Excursion/Trip Request – Exhibit 806.1

Request submitted by Dan Terrell for the LMHS Marching Band to travel to Ireland during spring break of 2021 with other metro-area high schools to perform in the St. Patrick's Day Parade in Dublin.

900: Board Communications/Calendar/Committees/Advisories

901: Board Communications

Board members shared reminders about the Robotics event on Saturday, April 27th wherein the team will compete to qualify for World Championships!

902: Board Calendar

Date	Time	Event	Location
April 26	7:30 AM	Board Visit	Westfield Elementary

Date	Time	Event	Location
May 1	5:00 PM	LIONS & Volunteer Awards	LRC Boardroom
May 3	Noon	Board Visit	Excelsior Middle School
May 6	10:30 AM	ALO Student Presentation	LRC Boardroom
May 6	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
May 7	11:50 AM	SODA/TRY Luncheon	Indian Creek Country Club
May 8	11:30 AM	Linn County State of the County Luncheon	Hotel at Kirkwood
May 9	5:30 PM	Marion City Council	City Hall
May 16	7:30 AM	Finance/Audit Committee	LRC Room 203
May 20	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
May 21	Noon	100-Hr Volunteer Celebration	Hills Bank (Next to Goodwill)
May 22	Noon	Policy Committee Meeting	Superintendent's Conference Room
May 22	4:00 PM	School Improvement Advisory Committee (SIAC)	LRC Boardroom
May 23	5:30 PM	Marion City Council	City Hall
May 26	1:00 PM	High School Graduation	US Cellular Center
May 30	1:00 PM	Success Center Graduation	Success Center
Date	Time	Event	Location
June 6	7:30 AM	Finance/Audit Committee	LRC Room 203
June 6	5:30 PM	Marion City Council	City Hall
Date	Time	Event	Location
June 10	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
June 11	All Day	LIONS Open Golf Outing	Hunters Ridge Golf Course
June 20	5:30 PM	Marion City Council	City Hall
Date	Time	Event	Location
July 15	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
July 18	5:30 PM	Marion City Council	City Hall

903: Committees/Advisories

Committees/Advisories	Board Representatives
Finance/Audit Committee	AbouAssaly, Lausen, and Nelson
Policy/Governance Committee	Isenberg, Wall, and Weaver
Career & Technical Education Advisory Committee (CTE)	Nelson and Mehaffey
School Improvement Advisory Committee (SIAC)	AbouAssaly and Mehaffey
Iowa BIG Advisory Board	Isenberg
Linn County Conference Board	Lausen
Facilities Advisory Committee	Nelson and AbouAssaly

1000: Adjournment Motion 170.04.22

MOTION by AbouAssaly to adjourn the regular meeting at 7:55 PM, second by Weaver. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

JT Anderson, Board Secretary/Treasurer

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
Fund: AQUATIC CENTER		
BMO MASTERCARD	GENERAL SUPPLIES	\$1,063.26
CORWIN STACEY	MISC REVENUE	\$240.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$7,642.07
FASSLER MEGAN	MISC REVENUE	\$11.25
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$142.48
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$609.30
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$142.48
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$609.30
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$591.75
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$824.84
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$1,237.89
LEWIS KIM	MISC REVENUE	\$67.50
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$11.84
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$20.43
MEHOLENSKY MICHAEL	MISC REVENUE	\$30.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$15.29
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$1,064.06
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$38.96
PARIKH NIKI	MISC REVENUE	\$7.50
ROSEKRANS JAMI	MISC REVENUE	\$67.50
SPLASH MULTISPORT	GENERAL SUPPLIES	\$1,262.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$234.31
USA SWIMMING/IOWA SWIMMING, INC	GENERAL SUPPLIES	\$1,002.00
Fund Total:		\$16,936.01
Fund: DEBT SERVICE		
BANKERS TRUST COMPANY	INTEREST	\$486,831.25
BANKERS TRUST COMPANY	OTHER PROFESSIONAL	\$600.00
BANKERS TRUST COMPANY	PRINCIPAL REDEMPTION	\$1,790,000.00
CUSIP GLOBAL SERVICES	OTHER PROFESSIONAL	\$649.00
Fund Total:		\$2,278,080.25
Fund: GENERAL		
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$807.50
ALBERTSON JIM	OFFICIAL/JUDGE	\$70.00
ALLIANT ENERGY	ELECTRICITY	\$7,801.47
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$2,940.00
ASIFLEX	OTHER PROFESSIONAL	\$780.00
ATLANTIC COCA-COLA	INSTRUCTIONAL SUPPLIES	\$378.22
BAUER BUILT	VEHICLE REPAIR	\$1,154.00
BLICK ART MATERIALS	INSTRUCTIONAL SUPPLIES	\$429.30
BMO MASTERCARD	COMP/TECH HARDWARE	\$2,673.42
BMO MASTERCARD	COMPUTER SOFTWARE	\$5,073.76
BMO MASTERCARD	DUES AND FEES	\$131.45
BMO MASTERCARD	GARBAGE COLLECTION	\$8,210.16
BMO MASTERCARD	GASOLINE	\$33.10

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
BMO MASTERCARD	GENERAL SUPPLIES	\$5,420.12
BMO MASTERCARD	HEAT/PLUMBING SUPPLY	\$135.38
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$21,415.66
BMO MASTERCARD	LIBRARY BOOKS	\$476.40
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$785.83
BMO MASTERCARD	OTHER PROFESSIONAL	\$149.00
BMO MASTERCARD	POSTAGE/UPS	\$11.82
BMO MASTERCARD	PROF SERV: EDUCATION	(\$427.16)
BMO MASTERCARD	REF & RSRCH MATERIAL	\$72.48
BMO MASTERCARD	REPAIR PARTS	\$1,035.50
BMO MASTERCARD	STAFF WORKSH/CONF	\$3,899.88
BMO MASTERCARD	TEXTBOOKS	\$5.06
BMO MASTERCARD	TRAVEL	\$6,654.13
BRINEY LARRY	GROUNDS UPKEEP	\$350.00
C.R. GLASS CO	REPAIR/MAINT SERVICE	\$237.00
C4 OPERATIONS BACKGROUND CHECK SERVICES	OTHER PROFESSIONAL	\$56.00
CAROLINA BIOLOGICAL SUPPLY	INSTRUCTIONAL SUPPLIES	\$1,130.02
CEDAR RAPIDS COMM SCH DIST	GENERAL SUPPLIES	\$200.00
CEDAR RAPIDS COMM. SCHOOL/RW	INSTRUCTIONAL SUPPLIES	\$6,388.56
CEDAR RAPIDS TIRE	REPAIR PARTS	\$188.92
CENTURYL INK	TELEPHONE	\$743.39
CENTURLINK	TELEPHONE	\$2,114.83
COLLECTION	EE LIAB-GARNISHMENTS	\$4,082.28
COMMITTEE FOR CHILDREN	INSTRUCTIONAL SUPPLIES	\$3,213.00
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$10.00
COMMUSA	REPAIR PARTS	\$729.29
COOK JEFF	OFFICIAL/JUDGE	\$70.00
CROWBAR'S	MAINTENANCE SUPPLIES	\$21.41
CULLIGAN	GENERAL SUPPLIES	\$42.00
DEMCO	GENERAL SUPPLIES	\$219.16
DEMCO	INSTRUCTIONAL SUPPLIES	\$188.82
DEMCO	LIBRARY BOOKS	\$118.15
DEPARTMENT OF EDUCATION	BUS INSPECTION FEES	\$2,840.00
DOMINO'S PIZZA-4358	INSTRUCTIONAL SUPPLIES	\$82.66
DRY CLEANING PLUS	INSTRUCTIONAL SUPPLIES	\$2,480.50
ELLIS JAMES	Professional Educational Services	\$600.00
EMPLOYEE RESOURCE SYSTEMS, INC	OTHER PROFESSIONAL	\$798.93
EMS DETERGENT SERVICES	INSTRUCTIONAL SUPPLIES	\$100.00
EMSLRC	INSTRUCTIONAL SUPPLIES	\$80.00
EXPANDING EXPRESSION LLC	INSTRUCTIONAL SUPPLIES	\$273.90
FAMILY VIDEO	FACILITY RENTAL	\$3,662.04
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$145.06
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,889,070.23
FEDEX	GENERAL SUPPLIES	\$12.03
FEDEX	INSTRUCTIONAL SUPPLIES	\$16.24

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
FEINER SUPPLY	INSTRUCTIONAL SUPPLIES	\$1,176.90
FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS	\$4,451.03
FOLLETT SCHOOL SOLUTIONS, INC	MISC. GRANTS	\$469.47
FRY ANN	TRAVEL	\$31.30
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$16.37
GOPHER SPORT	INSTRUCTIONAL SUPPLIES	\$1,417.86
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$30.00
GRANT WOOD AEA	OTHER PROFESSIONAL	\$407.40
GRANT WOOD AEA	PROF SERV: EDUCATION	\$1,750.00
GRANT WOOD AEA	STAFF WORKSH/CONF	\$80.00
GRIGGS MUSIC INC	EQUIPMENT REPAIR	\$436.00
HALLS PHOTO	GENERAL SUPPLIES	\$29.00
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$26,973.92
HAPPY JOE'S PIZZA	INSTRUCTIONAL SUPPLIES	\$211.96
HARRINGTON, CARMEN	PROF SERV: EDUCATION	\$25.00
HOBART SERVICE	REPAIR PARTS	\$147.61
HOUGHTON MIFFLIN HARCOURT	INSTRUCTIONAL SUPPLIES	\$723.20
HUGH O'BRIAN YOUTH LEADERSHIP	INSTRUCTIONAL SUPPLIES	\$620.00
HYDRONIC ENERGY	EQUIPMENT REPAIR	\$29.04
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$59,223.59
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$253,232.22
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$59,223.59
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$253,232.22
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$355,242.57
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$460.75
INVOLTA	OTHER TECH SER	\$345.00
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$145,484.88
IOWA DEPT OF REVENUE - ADMIN WAGE LEVY	EE LIAB-GARNISHMENTS	\$246.41
IOWA FIRE PROTECTION	EQUIPMENT REPAIR	\$220.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$309,329.87
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$464,240.76
IOWA SHARES	EE LIAB-CHARITY	\$28.00
IOWA WELDING AND SUSPENSION	REPAIR PARTS	\$1,466.73
JOE SAMPLE	OFFICIAL/JUDGE	\$70.00
JORDAN MAKINSTER	Professional Educational Services	\$595.00
JOSEPH PISARIK	TRAVEL	\$59.03
JVA MOBILITY	EQUIPMENT >\$1999	\$4,100.00
KNIGHT DIANA	INSTRUCTIONAL SUPPLIES	\$60.00
LETTER PERFECT	GENERAL SUPPLIES	\$1,235.20
LETTER PERFECT	INSTRUCTIONAL SUPPLIES	\$241.05
LIFELINE AMPLIFICATION SYSTEMS	INSTRUCTIONAL SUPPLIES	\$213.00
LINN COUNTY REC	ELECTRICITY	\$21,531.68
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$372.77
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$250.17
LYNCH FORD	VEHICLE REPAIR	\$2,881.38

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

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Vendor Name	Description	Check Total
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$4,888.16
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$12,478.27
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$1,703.46
MARION JANITORIAL SUPPLY CO	INSTRUCTIONAL SUPPLIES	\$23.08
MARION TIMES	ADVERTISING	\$699.84
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$536.78
MERCYCARE COMMUNITY PHYSICIANS	PHYSICALS	\$246.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$6,489.82
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$509,769.73
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$2,598.99
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$26,100.00
MID AMERICAN ENERGY	NATURAL GAS	\$3,896.96
MIDAMERICAN ENERGY SERVICES, LLC	NATURAL GAS	\$22,969.80
MIDWAY OUTDOOR EQUIPMENT INC	REPAIR/MAINT SERVICE	\$1,044.74
MONTEREY COUNTY OFFICE OF EDUCATION	STAFF WORKSH/CONF	\$2,200.00
NATIONAL AUTISM RESOURCES, INC	INSTRUCTIONAL SUPPLIES	\$27.97
NORSOLV SYSTEMS ENVIRONMENTAL SERVICE	GREASE,OIL,LUBE,COOL	\$45.00
NORTHTOWNE CYCLING & FITNESS	MAINTENANCE SUPPLIES	\$250.00
OHM BEVERLY	INSTRUCTIONAL SUPPLIES	\$137.00
ORCHESTRA IOWA	Professional Educational Services	\$297.50
PALOS SPORTS	INSTRUCTIONAL SUPPLIES	\$270.33
PAPA JOHNS PIZZA	INSTRUCTIONAL SUPPLIES	\$117.29
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$234.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$56.99
PERFORMANCE THERAPIES, P.C.	INSTRUCTIONAL SUPPLIES	\$1,887.27
PERMA-BOUND BOOKS	LIBRARY BOOKS	\$155.71
PHEAA	EE LIAB-GARNISHMENTS	\$619.43
PLATTEN AMANDA	TRAVEL	\$21.13
Polk County Sheriff	EE LIAB-GARNISHMENTS	\$1,187.58
POWER LIFT	INSTRUCTIONAL SUPPLIES	\$92.00
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$2,021.23
PUSH-PEDAL-PULL	INSTRUCTIONAL SUPPLIES	\$500.00
QUILL CORPORATION	GENERAL SUPPLIES	\$94.80
QUINN STORAGE	FACILITY RENTAL	\$160.00
REINHART INSTITUTIONAL FOODS INC	INSTRUCTIONAL SUPPLIES	\$175.76
S & S WORLDWIDE	INSTRUCTIONAL SUPPLIES	\$234.80
SCHLEGEL MATTHEW	OFFICIAL/JUDGE	\$70.00
SCHLEGEL SCOTT	OFFICIAL/JUDGE	\$70.00
SCHULTZ SCOTT	OFFICIAL/JUDGE	\$70.00
SHANLEY STEVE	INSTRUCTIONAL SUPPLIES	\$150.00
SHERWIN-WILLIAMS	MAINTENANCE SUPPLIES	\$306.74
SNEAD CHELSI	TRAVEL	\$41.18
SOLARWINDS, INC	COMPUTER SOFTWARE	\$4,793.00
STARKEY KENDRA	TRAVEL	\$58.91
SULLIVAN BARBRA	MISC REVENUE	\$5.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

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Vendor Name	Description	Check Total
TEACHING STRATEGIES INC	GENERAL SUPPLIES	\$150.00
TERRY DURIN	REPAIR PARTS	\$149.13
THE SHREDDER	OTHER PROFESSIONAL	\$72.00
THERAPRO INC	INSTRUCTIONAL SUPPLIES	\$14.45
THINK SAFE INC	GENERAL SUPPLIES	\$279.00
TOOLS 4 READING, LLC	INSTRUCTIONAL SUPPLIES	\$290.00
TRAFFIC SAFETY CORPORATION	INSTRUCTIONAL SUPPLIES	\$42.50
TRALAU CAROL A.	INSTRUCTIONAL SUPPLIES	\$208.58
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$178,289.53
U.S. TOY CO	INSTRUCTIONAL SUPPLIES	\$498.76
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$799.00
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$899.37
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$65,744.85
VOYAGER SOPRIS LEARNING	STAFF WORKSHHP/CONF	\$56,763.00
WALMART	INSTRUCTIONAL SUPPLIES	\$203.48
WINDSTAR LINES	RENTALS EQUIPMENT	\$2,925.00
WINDSTREAM	TELEPHONE	\$800.86
WRIGHT-WAY TRAILERS	REPAIR PARTS	\$164.88
YEISLEY BILL	OFFICIAL/JUDGE	\$125.00
YOUTHLIGHT, INC	INSTRUCTIONAL SUPPLIES	\$121.77
Fund Total:		\$5,881,330.24
Fund: LOCAL OPT SALES TAX		
SHIVE-HATTERY INC.	ARCHITECT	\$4,500.00
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$601.00
Fund Total:		\$5,101.00
Fund: MANAGEMENT LEVY		
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT COMP	\$546.75
Fund Total:		\$546.75
Fund: NUTRITION SERVICES		
BMO MASTERCARD	GENERAL SUPPLIES	\$212.74
BMO MASTERCARD	MEETING EXP/SERVICES	\$144.85
BOYLES SARAH	GENERAL SUPPLIES	\$39.99
COLLECTION	EE LIAB-GARNISHMENTS	\$182.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$55,107.31
HUMITECH OF IOWA INC	GENERAL SUPPLIES	\$40.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$1,087.38
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$4,649.43
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$1,087.38
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$4,649.43
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$4,513.45
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$9,683.05
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$14,532.28
KECK FOODS	PURCHASE FOOD	\$6,642.70
LARIMER AUDRA	UNEARNED REVENUE	\$79.40

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

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Vendor Name	Description	Check Total
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$147.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$185.02
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$435.72
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$16,196.92
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$1,235.28
NOBLE TINA	UNEARNED REVENUE	\$54.65
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$501.00
SCHERKENBACH JAMIE	UNEARNED REVENUE	\$51.30
STICKNEY MELISSA	UNEARNED REVENUE	\$113.85
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$2,381.80
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$184.45
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$620.00
Fund Total:		\$124,758.88
Fund: PHY PLANT & EQ LEVY		
APPLEBY & HORN	CONSTRUCTION SERV	\$647.05
C.R. GLASS CO	BLDG. CONST SUPPLIES	\$876.68
COMMUNICATIONS ENGINEERING CO	BLDG. CONST SUPPLIES	\$4,060.00
D & K PRODUCTS	GENERAL SUPPLIES	\$20,048.75
HUPP ELECTRIC MOTORS	BLDG. CONST SUPPLIES	\$1,024.32
IOWA MS, INC PARTS	BLDG. CONST SUPPLIES	\$1,650.21
MASTERLIBRARY.COM, LLC	COMPUTER SOFTWARE	\$4,800.00
Fund Total:		\$33,107.01
Fund: PUB ED & REC LEVY		
BUSH TURF INC	GROUNDS UPKEEP	\$2,924.36
CO-LINE WELDING, INC	GROUNDS UPKEEP	\$750.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,609.67
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$31.38
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$134.18
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$31.38
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$134.18
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$165.35
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$159.96
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$240.06
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$2.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$7.00
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$437.16
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$81.21
Fund Total:		\$6,708.39
Fund: STUDENT ACTIVITY		
ADRENALINE FUNDRAISING	INSTRUCTIONAL SUPPLIES	\$465.00
AL-YASSIRI LATIF	OFFICIAL/JUDGE	\$110.00
BEST GREGORY	OFFICIAL/JUDGE	\$60.00
BMO MASTERCARD	DUES AND FEES	\$150.00
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$9,228.90

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

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Vendor Name	Description	Check Total
BMO MASTERCARD	TRAVEL	\$12,341.52
BOEHM ROMAN	OFFICIAL/JUDGE	\$270.00
CAST OF THOUSANDS PHOTOGRAPHY	INSTRUCTIONAL SUPPLIES	\$350.00
CEDAR GRAPHICS INC	INSTRUCTIONAL SUPPLIES	\$327.00
CEDAR VALLEY CHRISTIAN SCHOOL	INSTRUCTIONAL SUPPLIES	\$50.00
CENTER STAGE	PROF SERV: EDUCATION	\$400.00
CITY HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$90.00
COE COLLEGE.	DUES AND FEES	\$1,200.00
COHEN BRIAN	OFFICIAL/JUDGE	\$240.00
COPYWORKS	INSTRUCTIONAL SUPPLIES	\$177.00
DANELLE MURESAN FOSTER	OFFICIAL/JUDGE	\$60.00
DODGE JOHN	OFFICIAL/JUDGE	\$100.00
DUGGAN KYLE	OFFICIAL/JUDGE	\$100.00
DZAKIC PERO	OFFICIAL/JUDGE	\$110.00
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$49.90
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$937.70
GROSH SCENIC RENTALS INC	INSTRUCTIONAL SUPPLIES	\$603.44
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$90.00
HARTKE HAROLD	OFFICIAL/JUDGE	\$230.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$16.48
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$70.46
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$16.48
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$70.46
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$111.27
IOWA HIGH SCHOOL ATHLETIC ASSOC	DUES AND FEES	\$5,082.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	INSTRUCTIONAL SUPPLIES	\$66.45
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$87.63
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$131.54
JANDIK DEAN	OFFICIAL/JUDGE	\$120.00
LETTER PERFECT	INSTRUCTIONAL SUPPLIES	\$128.00
MCGRAW NICHOLAS	INSTRUCTIONAL SUPPLIES	\$637.90
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$571.29
NATIONAL CHEERLEADERS ASSOCIATION	INSTRUCTIONAL SUPPLIES	\$4,100.00
PERFECT GAME INC	INSTRUCTIONAL SUPPLIES	\$6,221.00
PETROVIC NIKOLA	OFFICIAL/JUDGE	\$100.00
PORT'O'JONNY	INSTRUCTIONAL SUPPLIES	\$172.00
POWER MUSIC	INSTRUCTIONAL SUPPLIES	\$450.00
SCHLEGEL MATTHEW	OFFICIAL/JUDGE	\$235.00
SETON	INSTRUCTIONAL SUPPLIES	\$381.82
SOCCER.COM	INSTRUCTIONAL SUPPLIES	\$614.22
STERLING ATHLETICS	INSTRUCTIONAL SUPPLIES	\$2,895.00
TO THE LETTER	INSTRUCTIONAL SUPPLIES	\$48.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$42.19
TRIBBLE ALAN	OFFICIAL/JUDGE	\$110.00
TURNER TYLER	OFFICIAL/JUDGE	\$170.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/19/2019 - 05/02/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
WALMART	INSTRUCTIONAL SUPPLIES	\$88.36
WELLS JASON	DUES AND FEES	\$700.00
WEST HIGH MATH CLUB	DUES AND FEES	\$75.00
WESTCOM WIRELESS INC	EQUIPMENT >\$1999	\$8,513.00
Fund Total:		\$59,766.01
Fund: STUDENT STORE		
BMO MASTERCARD	GENERAL SUPPLIES	\$56.28
Fund Total:		\$56.28
Grand Total:		\$8,406,390.82

End of Report

NOTICE TO PROCEED

April 17, 2019

TO: Dryspace, Inc..
ADDRESS: 707 66th Avenue SW
Cedar Rapids, IA 52404

PROJECT: 2183340

CONTRACT FOR: 2019 Linn-Mar Roof Improvements
Wilkins Elementary School
Linn-Mar High School
Linn-Mar Community School District

You are notified that the Contract Times under the above contract commenced on March 19, 2019. By that date, you were to start performing your obligations under the Contract Documents. In accordance with Article 3 of the Agreement the date of Substantial Completion is August 2, 2019.

Before you may start any Work at the site, you must deliver to Shive-Hattery Inc. a certificate of insurance which you are required to purchase and maintain in accordance with the Contract Documents. You have complied with this requirement.

Also before you may start any Work at the site, you must provide a Schedule of Values, Construction Schedule, Subcontractor and Supplier list and Product List.

Linn-Mar Community School District
Owner

By: _____
Authorized Signature

Board President
Title

END OF DOCUMENT 00 0550



DATE: March 19, 2019

NOTICE OF AWARD

TO: Dryspace, Inc..
ADDRESS: 707 66th Avenue SW
Cedar Rapids, IA 52404

PROJECT: 2183340

CONTRACT FOR: 2019 Linn-Mar Roof Improvements
Wilkins Elementary School
Linn-Mar High School
Linn-Mar Community School District

You are notified that your Bid dated February 28, 2019, for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for the Base Bid 1.

The Contract Price of your contract is Seven Hundred Forty-six Thousand Nine Hundred Thirty-seven Dollars and 00/100 (\$746,937.00), in accordance with your bid.

You must comply with the following conditions precedent within ten days of the date of this Notice of Award, that is, by **April 3, 2019**.

1. You must deliver the following in hard copy form to Shive-Hattery, Inc. as one packet:
 - a. One copy of the fully executed **Notice of Award**. (See Attached)
 - b. One fully executed counterpart of the enclosed **Agreement** bearing your signature on page 8. (See Attached)
 - c. Not later than ten days following the date of execution of the Agreement the **Performance and Payment Bond** as specified in the Supplementary Instructions to Bidders and enclosed herein. (See Attached)
 - d. **Certificate of Insurance** as outlined in the Document A101 – 2017 Exhibit A.
 - e. One copy of your **state registration**, showing your identification number.
 - f. **One Sex Offender Acknowledgement** and Certification form (attached) from your company and provide a signed document from **each sub-contractor** who will have workers on-site as per Section 00 7300, Article 13.12. (See Attached)

As per AIA Digital Data Protocol, documents may be submitted by uploaded via Newforma Information Exchange.

Failure to comply with these conditions within the time specified will entitle the Owner to consider your bid in default, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after you comply with the above conditions, the Owner will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

Prepare submittals such as shop drawings, certifications, samples, etc. per the specifications as soon as possible. All submittals must be approved before any item may be manufactured or purchased.

**Linn-Mar 2019 Roof
Improvements
Project # 2183340**

NOTICE OF AWARD

There will be a Preconstruction Conference scheduled in advance of the commencement of Work. It is required that representative from your firm in charge of the project, and any subcontractors, attend this meeting. We will discuss the administrative details of the project and answer any questions you may have relative to the project at that time. Sets of the Project Manual and Drawings will be available to you at this conference.

LINN-MAR COMMUNITY SCHOOL DISTRICT

Owner

By: _____
Authorized Signature

Board President
Title

ACCEPTANCE OF AWARD

DRYSPACE, INC.

Contractor

By: _____
Authorized Signature

Project Manager
Title

3/25/19
Date



AIA[®] Document A101[™] – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Nineteenth day of March in the year Two Thousand Nineteen
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Linn-Mar Community School District
2999 North 10th Street
Marion, IA 52302
Telephone Number: (319) 447-3000
Fax Number: (319) 377-9252

and the Contractor:
(Name, legal status, address and other information)

Dryspace, Inc.
707 66th Avenue SW
Cedar Rapids, IA 52404
Telephone Number: 319-365-2720
Fax Number: 319-365-2812

for the following Project:
(Name, location and detailed description)

2019 Linn-Mar Roof Improvements

Wilkins Elementary School, 2127 27th Street Marion, Iowa 52302

Linn-Mar High School, 3111 N. 10th Street, Marion IA 52302

Base Bid 1 - High School Roof Levels A & N & Wilkins Elementary Roof Levels A, B, C, E, & F

Shive-Hattery Project # 2183340

The Architect:
(Name, legal status, address and other information)

Shive-Hattery, Inc.
222 3rd Ave SE Suite 300
Cedar Rapids, IA 52401
Telephone Number: 319-364-0227
Fax Number: 319-364-4251

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101[™]-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201[™]-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS**
- 2 THE WORK OF THIS CONTRACT**
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**
- 4 CONTRACT SUM**
- 5 PAYMENTS**
- 6 DISPUTE RESOLUTION**
- 7 TERMINATION OR SUSPENSION**
- 8 MISCELLANEOUS PROVISIONS**
- 9 ENUMERATION OF CONTRACT DOCUMENTS**

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

The date of this Agreement.

A date set forth in a notice to proceed issued by the Owner.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

On site work may Commence after June 5, 2019.

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

Init.

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User Notes:

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(Check one of the following boxes and complete the necessary information.)

Not later than () calendar days from the date of commencement of the Work.

By the following date: August 2, 2019

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
Final Completion (Paperwork Only)	August 30, 2019

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Seven Hundred Forty-six Thousand Nine Hundred Thirty-seven Dollars and Zero Cents (\$ 746,937.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
------	-------

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ 4.3 Allowances, if any, included in the Contract Sum: (Identify each allowance.)

Item	Price
------	-------

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Metal Deck	1600 / SF	\$8.20

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

\$500.00 for each day of delay after the established date of Substantial Completion until the Work is substantially complete or for any extra costs for engineering or architectural services, construction observation services and related expenses necessitated by the delayed prosecution of the Work by the Contractor beyond the date of Substantial Completion required by the Agreement.

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the last day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Sixty (60) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

5%

§ 5.1.7.1.1 The following items are not subject to retainage:

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User Notes:

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(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

Litigation in a court of competent jurisdiction

Other *(Specify)*

Refer to Document 00 7300 Supplementary Conditions, Article 15.2.5, "If the parties do not mutually agree with the

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User Notes:

(3B9ADA54)

decision of the initial Decision Maker, then resolution shall be subject to litigation, unless an alternative dispute resolution process such as mediation or arbitration is mutually agreeable to by the parties involved in the dispute".

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:
(Name, address, email address, and other information)

JT Anderson
Linn-Mar Community School District
2999 N. Tenth Street
Marion, Iowa 52302
Telephone Number: (319) 447-3000
Fax Number: (319) 377-9252

Email Address: jtanderson@linnmar.k12.ia.us

§ 8.3 The Contractor’s representative:
(Name, address, email address, and other information)

Lynn Price
Dryspace, Inc.
707 66th Avenue SW
Cedar Rapids, IA 52404
Telephone Number: (319) 365-2720
Fax Number: (319) 365-2812
Mobile Number: (319) 533-3016
Email Address: lynn@dryspace.com

§ 8.4 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

Init.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

.5 Drawings

Number	Title	Date
--------	-------	------

.6 Specifications

Section	Title	Date	Pages
---------	-------	------	-------

.7 Addenda, if any:

Number	Date	Pages
Addendum 1	February 26, 2019	11

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title	Date	Pages
-------	------	-------

Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or

Init.
/

proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)
Sandra Nelson, Board President
(Printed name and title)

Lynn D Price
CONTRACTOR (Signature)
Lynn D Price Project Manager
(Printed name and title)

Init.


AIA[®] Document A101[™] – 2017
Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Ninth day of April in the year Two Thousand Nineteen
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Linn-Mar Community School District
2999 North Tenth Street
Marion, IA 52302

and the Contractor:
(Name, legal status, address and other information)

Boomerang Corporation
12536 Buffalo Road
Anamosa, IA 52205

for the following Project:
(Name, location and detailed description)

Linn-Mar Intermediate Schools Site Grading
Echo Hill and 35th Avenue
Marion, IA 52302

OPN Project #: 18245000

Single prime contract for Civil work including site grading activities to establish proposed building subgrade elevation and installation of perimeter and sub floor drain tile system.

The Architect:
(Name, legal status, address and other information)

OPN Architects, Inc.
200 Fifth Avenue SE, Suite 201
Cedar Rapids, IA 52401

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101[™]-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201[™]-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Int.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
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- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of this Agreement.

A date set forth in a notice to proceed issued by the Owner.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than () calendar days from the date of commencement of the Work.

Int.

[X] By the following date: June 1, 2019

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
Site Grading – Two Locations	June 1, 2019

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Five Hundred Fifty-Six Thousand Dollars and Zero Cents (\$ 556,000.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
None	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
None		

§ 4.3 Allowances, if any, included in the Contract Sum: (Identify each allowance.)

Item	Price
None	

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Unit Price 1: Subgrade stabilization with suitable soil	Cubic yard	\$18.00/cubic yard
Unit Price 2: Subgrade stabilization with crushed rock	Cubic yard	\$50.00/cubic yard
Unit Price 3: Import suitable soil from off site	Cubic yard	\$18.00/cubic yard

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

Not Applicable

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

Not Applicable

Init.

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than , two weeks prior to next scheduled Linn-Mar Community School District normal monthly Board meeting, the Owner shall make payment of the amount certified to the Contractor one week after the Board meeting. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

5%

Init.

§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

Not Applicable

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

If the Contractor makes a proper request for early release of retainage funds, the Owner will release all retainage funds at the next monthly Board meeting or within Thirty (30) days of receipt of the request, whichever is less, except it may retain from the released retainage the following:

An amount equal to 200% of the value of any Chapter 573 claims currently on file at the time of Request for Release of Retainage is approved. If the Owner withholds an amount from the retainage payment to the Contractor, the Owner will provide a reason the request is being denied to the Contractor within Thirty (30) days of the receipt of the request.

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

On any work remaining on outstanding punch list.

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

In accordance with Iowa Code 573.14 Retention of Unpaid Funds: the funds provided for in Section 573.13 shall be retained by the public corporation for a period of Thirty (30) days after the completion and final acceptance of the improvement. If at the end of the thirty-day period claims are on file are provided the public corporation shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of unpaid funds, or if no claims are on file, the entire unpaid funds, shall be released and paid to the Contractor.

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

Payments due and unpaid under the Contract Documents shall bear interest from the date the payment is due and shall bear interest at the rate established by Section 74A.2, Code of Iowa %

Int.

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

Not Applicable

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

Litigation in a court of competent jurisdiction

Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)

None

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:

(Name, address, email address, and other information)

J.T. Anderson
Chief Financial/Operating Officer
Linn-Mar Community School District
2999 North Tenth Street
Marion, IA 52302

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Bryce Ricklefs
President
Boomerang Corporation
12536 Buffalo Road
Anamosa, IA 52205

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

See Specification Section 00 22 13, Article 7, Paragraph 1.A – Contractor to provide Performance Bond.

§ 8.7 Other provisions:

Not Applicable

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203-2013 incorporated into this Agreement.)

Reference Specification Section 00 73 00 for Insurance Requirements. No Exhibit E Required.

- .5 Drawings

Exhibit B: Index Sheet of Drawings

Number	Title	Date
--------	-------	------

- .6 Specifications

Exhibit C: Table of Contents of Specifications dated March 12, 2019

Init.

Section	Title	Date	Pages
.7	Addenda, if any:		
	Number	Date	Pages
	Addendum 1	March 26, 2019	6 pages Addendum Narrative 3 pages Supplemental Drawings

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title	Date	Pages
-------	------	-------

Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
00 73 00	Supplementary Conditions	March 12, 2019	00 73 00-1 to 00 73 00 - 37

.9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

Not Applicable

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Sondra Nelson, Board President
(Printed name and title)

CONTRACTOR (Signature)

Bryce Ricklefs, President
(Printed name and title)

Int.

Additions and Deletions Report for AIA® Document A101™ – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 16:17:45 ET on 04/18/2019.

PAGE 1

AGREEMENT made as of the Ninth day of April in the year Two Thousand Nineteen

...

Linn-Mar Community School District
2999 North Tenth Street
Marion, IA 52302

...

Boomerang Corporation
12536 Buffalo Road
Anamosa, IA 52205

...

Linn-Mar Intermediate Schools Site Grading
Echo Hill and 35th Avenue
Marion, IA 52302

OPN Project #: 18245000

Single prime contract for Civil work including site grading activities to establish proposed building subgrade elevation and installation of perimeter and sub floor drain tile system.

...

OPN Architects, Inc.
200 Fifth Avenue SE, Suite 201
Cedar Rapids, IA 52401

PAGE 2

The date of this Agreement.

PAGE 3

By the following date: June 1, 2019

...

Site Grading – Two Locations

June 1, 2019

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Five Hundred Fifty-Six Thousand Dollars and Zero Cents (\$ 556,000.00), subject to additions and deductions as provided in the Contract Documents.

...

None

...

None

...

None

...

<u>Unit Price 1: Subgrade stabilization with suitable soil</u>	<u>Cubic yard</u>	<u>\$18.00/cubic yard</u>
<u>Unit Price 2: Subgrade stabilization with crushed rock</u>	<u>Cubic yard</u>	<u>\$50.00/cubic yard</u>
<u>Unit Price 3: Import suitable soil from off site</u>	<u>Cubic yard</u>	<u>\$18.00/cubic yard</u>

...

Not Applicable

...

Not Applicable
PAGE 4

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than ~~the day of a month,~~ two weeks prior to next scheduled Linn-Mar Community School District normal monthly Board meeting, the Owner shall make payment of the amount certified to the Contractor ~~not later than the day of the month,~~ one week after the Board meeting. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than ~~(thirty (30))~~ (30) days after the Architect receives the Application for Payment.

...

5%
PAGE 5

Not Applicable

...

If the Contractor makes a proper request for early release of retainage funds, the Owner will release all retainage funds at the next monthly Board meeting or within Thirty (30) days of receipt of the request, whichever is less, except it may retain from the released retainage the following:

An amount equal to 200% of the value of any Chapter 573 claims currently on file at the time of Request for Release of Retainage is approved. If the Owner withholds an amount from the retainage payment to the Contractor, the Owner will provide a reason the request is being denied to the Contractor within Thirty (30) days of the receipt of the request.

...

On any work remaining on outstanding punch list.

...

In accordance with Iowa Code 573.14 Retention of Unpaid Funds: the funds provided for in Section 573.13 shall be retained by the public corporation for a period of Thirty (30) days after the completion and final acceptance of the improvement. If at the end of the thirty-day period claims are on file are provided the public corporation shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The reaming balance of unpaid funds, or if no claims are on file, the entire unpaid funds, shall be released and paid to the Contractor.

...

Payments due and unpaid under the Contract Documents shall bear interest from the date the payment is due and shall bear interest at the rate established by Section 74A.2, Code of Iowa %

PAGE 6

Not Applicable

...

[X] Litigation in a court of competent jurisdiction

...

None

...

J.T. Anderson
Chief Financial/Operating Officer
Linn-Mar Community School District
2999 North Tenth Street
Marion, IA 52302
PAGE 7

Bryce Ricklefs
President
Boomerang Corporation
12536 Buffalo Road
Anamosa, IA 52205

...

See Specification Section 00 22 13, Article 7, Paragraph 1.A – Contractor to provide Performance Bond.

...

Not Applicable

...

Reference Specification Section 00 73 00 for Insurance Requirements. No Exhibit E Required.

.5 Drawings

Exhibit B: Index Sheet of Drawings

...

Exhibit C: Table of Contents of Specifications dated March 12, 2019

PAGE 8

Addendum 1

March 26, 2019

6 pages Addendum Narrative
3 pages Supplemental Drawings

...

[] Supplementary and other Conditions of the Contract:

...

00 73 00

Supplementary
Conditions

March 12,
2019

00 73 00-1
to 00 73 00
- 37

...

Not Applicable

...

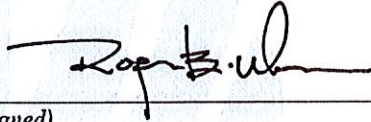
Sondra Nelson, Board President

Bryce Ricklefs, President

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 16:17:45 ET on 04/18/2019 under Order No. 2319188452 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.



(Signed)

Principal

(Title)

April 18, 2019

(Dated)

Exhibit B

SHEET INDEX

NO.	DESCRIPTION
C100	COVER ECHO HILL - EXISTING TOPOGRAPHICAL SURVEY
C200	ECHO HILL - SITE GRADING, EROSION CONTROL, AND SUBDRAIN PLAN
C300	35TH AVENUE - SITE GRADING AND EROSION CONTROL PLAN
C400	35TH AVENUE - SITE SUBDRAIN PLAN

Exhibit C

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2019-20 Letter of Understanding
Between
Grant Wood Area Education Agency and Linn Mar Community School
VAST Center Science Program

The purpose of the Letter of Understanding is to coordinate the services of Grant Wood Area Education Agency with local school districts in providing the VAST Center Science Program

Grant Wood Area Education Agency (GWAEA) agrees to:

- replenish units for circulation
- establish and distribute a circulation schedule to district buildings
- maintain program inventory and determine purchasing needs
- communicate with area educators
- provide financial support to underwrite program costs
- conduct required introductory professional learning for new teachers and teachers new to a grade level
- document training records
- maintain instructional materials at a high standard and keep them up to date
- assist educators in the appropriate implementation of science units
- provide access to the VAST Center staff through e-mail, phone, etc.
- make available VAST Center infrastructure & experience
- provide access to additional teacher manuals at VAST Center negotiated discounted rate
- invoice the participating school district on or about April 1, 2020 for the 2019-20 program

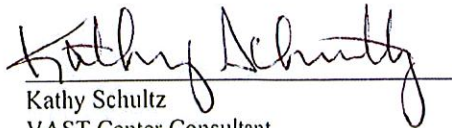
Linn Mar Community School will:

- register their school(s) with Grant Wood AEA for participation in the VAST Center Science program for 2019-20
- provide accurate staffing information
- notify VAST staff of any teaching assignment changes
- send new teachers and teachers new to their grade level to required introductory professional learning
- reimburse GWAEA and the VAST Center for damaged and/or missing items if necessary
- provide annual payment of approximately \$135* per K-5 unit on or about May 1, 2020
- provide annual payment of approximately \$477* per 6-8 unit to GWAEA on or about May 1, 2020.
(*Note: This fee represents a 2% increase.)

Please complete:

- Our district will participate in the elementary program
- Our district will participate in the middle school program

Shannon Bisgard
Superintendent
Linn Mar Community School


Kathy Schultz
VAST Center Consultant
Grant Wood AEA

*Please return to Kathy Schultz, Grant Wood AEA,
By August 1st, 2019*

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

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

CORALVILLE FACILITY
2301 Oakdale Boulevard
Coralville, IA 52241
800-854-0446 • Fax: 319-358-6201

To ensure success for all learners.
www.gwaea.org

**Independent Contractor Agreement
Linn-Mar Community School District**

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Mark Bauman Independent Contractor ("IC"), for the performance of certain services,

THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND REPRESENTATIONS SET FORTH HEREIN THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES TO BE PERFORMED:** accompanist
2. **GROUP /DEPARTMENT WORKING WITH** Wilkins Chow
3. **AMOUNT of PAYMENT:** \$ 250⁰⁰

Total fees for services performed under this Agreement will be paid by the District within thirty (30) days after receipt of invoice from the IC upon completion of all services on \$ 250⁰⁰ (date of completion) 4/29/19

*An invoice for services should be sent to: Linn-Mar Community School District,
Attention: Accounts Payable, 2999 N 10th St. Marion IA 52302.*

4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this Independent Contractor Agreement create an independent contractor relationship between them. District is interested only in the end results achieved by the Services of the IC and that they conform to the requirements specified in this Agreement. The manner of achieving those results and the right to exercise control or direction as to the details, means and method by which the Services are completed is the responsibility of the IC. The IC is not an agent or employee of District for any purpose. Neither party shall be considered to be an agent, master or servant of the other party for any purpose whatsoever, and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other. District is not responsible for deducting from payments to IC any amounts for taxes, insurance or other similar items relating to IC. Accordingly, IC shall be responsible for payment of all taxes arising out of IC's activities in accordance with this Independent Contractor Agreement, including by way of illustration but not limitation, federal and state income tax, social security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. The IC shall further assume

exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to IC under the terms of this Independent Contractor Agreement.

5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
6. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.
7. **INSURANCE:** No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC, or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District. If a suit, action, arbitration or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This Agreement shall begin on August, 2018 and shall continue in effect until May, 2020, unless earlier terminated by either party in accordance with Section 11.
10. **TERMINATION.** This Agreement may be terminated by either party, without cause, upon seven (7) days written notice. Upon termination, IC shall be compensated for all work performed prior to the date of termination.
11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or

obligations under this Independent Contractor Agreement without the prior written consent of District.

12. **AMENDMENTS:** This Independent Contractor Agreement may be supplemented, amended or revised only in writing by mutual agreement of the parties.
13. **GOVERNING LAW:** This Independent Contractor Agreement shall be governed by and construed pursuant to the laws of the State of Iowa.
14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

This Agreement signed and dated this 29 day of April, 2019.

Independent Contractor

By: Mark Bauman

Title: Accompanist

Linn-Mar Community School District

By: _____

Board President

Independent Contractor Agreement
Linn-Mar Community School District

APR 19 2019

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Ann Brunson, Independent Contractor ("IC"), for the performance of certain services,

THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND REPRESENTATIONS SET FORTH HEREIN THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES TO BE PERFORMED:** accompany Encore
2. **GROUP /DEPARTMENT WORKING WITH** Indian Creek Music
3. **AMOUNT of PAYMENT:** \$105

Total fees for services performed under this Agreement will be paid by the District within thirty (30) days after receipt of invoice from the IC upon completion of all services on May 13, 2019 (date of completion).

*An invoice for services should be sent to: Linn-Mar Community School District,
 Attention: Accounts Payable, 2999 N 10th St. Marion IA 52302.*

4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this Independent Contractor Agreement create an independent contractor relationship between them. District is interested only in the end results achieved by the Services of the IC and that they conform to the requirements specified in this Agreement. The manner of achieving those results and the right to exercise control or direction as to the details, means and method by which the Services are completed is the responsibility of the IC. The IC is not an agent or employee of District for any purpose. Neither party shall be considered to be an agent, master or servant of the other party for any purpose whatsoever, and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other. District is not responsible for deducting from payments to IC any amounts for taxes, insurance or other similar items relating to IC. Accordingly, IC shall be responsible for payment of all taxes arising out of IC's activities in accordance with this Independent Contractor Agreement, including by way of illustration but not limitation, federal and state income tax, social security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. The IC shall further assume

exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to IC under the terms of this Independent Contractor Agreement.

5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
6. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.
7. **INSURANCE:** No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC, or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District. If a suit, action, arbitration or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This Agreement shall begin on May 6, 2019 and shall continue in effect until May 13, 2019, unless earlier terminated by either party in accordance with Section 11.
10. **TERMINATION.** This Agreement may be terminated by either party, without cause, upon seven (7) days written notice. Upon termination, IC shall be compensated for all work performed prior to the date of termination.
11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or

obligations under this Independent Contractor Agreement without the prior written consent of District.

12. **AMENDMENTS:** This Independent Contractor Agreement may be supplemented, amended or revised only in writing by mutual agreement of the parties.
13. **GOVERNING LAW:** This Independent Contractor Agreement shall be governed by and construed pursuant to the laws of the State of Iowa.
14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

This Agreement signed and dated this 19 day of APRIL, 2019.

Independent Contractor

By: ANN BRUNSON

Title: Accompanist

Linn-Mar Community School District

By: _____

Board President

**Independent Contractor Agreement
Linn-Mar Community School District**

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Lee Nelson, Independent Contractor ("IC"), for the performance of certain services,

THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND REPRESENTATIONS SET FORTH HEREIN THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES TO BE PERFORMED:** Choral Clinician
2. **GROUP /DEPARTMENT WORKING WITH** LMHS Choir
Department
3. **AMOUNT of PAYMENT:** \$300 + mileage

Total fees for services performed under this Agreement will be paid by the District within thirty (30) days after receipt of invoice from the IC upon completion of all services on 5/31/19 (date of completion).

*An invoice for services should be sent to: Linn-Mar Community School District,
Attention: Accounts Payable, 2999 N 10th St. Marion IA 52302.*

4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this Independent Contractor Agreement create an independent contractor relationship between them. District is interested only in the end results achieved by the Services of the IC and that they conform to the requirements specified in this Agreement. The manner of achieving those results and the right to exercise control or direction as to the details, means and method by which the Services are completed is the responsibility of the IC. The IC is not an agent or employee of District for any purpose. Neither party shall be considered to be an agent, master or servant of the other party for any purpose whatsoever, and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other. District is not responsible for deducting from payments to IC any amounts for taxes, insurance or other similar items relating to IC. Accordingly, IC shall be responsible for payment of all taxes arising out of IC's activities in accordance with this Independent Contractor Agreement, including by way of illustration but not limitation, federal and state income tax, social security tax (FICA), unemployment insurance taxes (FUTA), and any

other taxes or business license fees as required. The IC shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to IC under the terms of this Independent Contractor Agreement.

5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
6. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.
7. **INSURANCE:** No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC, or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District. If a suit, action, arbitration or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This Agreement shall begin on 5/3, 2019 and shall continue in effect until 5/3, 2019, unless earlier terminated by either party in accordance with Section 11.
10. **TERMINATION.** This Agreement may be terminated by either party, without cause, upon seven (7) days written notice. Upon termination, IC shall be compensated for all work performed prior to the date of termination.
11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or

obligations under this Independent Contractor Agreement without the prior written consent of District.

12. **AMENDMENTS:** This Independent Contractor Agreement may be supplemented, amended or revised only in writing by mutual agreement of the parties.
13. **GOVERNING LAW:** This Independent Contractor Agreement shall be governed by and construed pursuant to the laws of the State of Iowa.
14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

This Agreement signed and dated this 30th day of April, 2019.

Independent Contractor

Linn-Mar Community School District

By: 

By: _____

Lee Nelson

Board President

Title: Choral Clinician



Excursions and Trips Request Form

Code 603.3-R2

Date Request Received by CFO/COO: 5.1.19 ^(SD)

A written request for overnight excursions/trips must be submitted to the Chief Financial/Operating Officer not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized.

Overnight excursions/trips require prior approval of the building administrator, the superintendent or designee, and the Board of Directors. In authorizing excursions/trips, the building 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 excursions/trips unless the event is sanctioned by the state athletic associations.

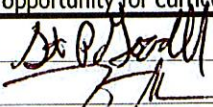
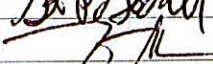
The request will include:

- ✓ Rationale for the excursion/trip including the purpose and objectives
- ✓ Clarification if request is dependent upon pre-qualifying for event
- ✓ Detailed plans for student supervision
- ✓ Proposed itinerary
- ✓ Cost and source of funding
- ✓ Number of student participants
- ✓ Copy of required participation paperwork

1. Within three weeks of the completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.
2. The building will be responsible for obtaining a substitute teacher if one is needed.
3. Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Excursion/Trip Criteria: The following checklist **must be** signed and submitted to the Chief Financial/Operating Officer with required documentation not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized:

Group: FBLA Submitted by: Barbara Schult
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	
Building Principal Approval			Date <u>5/1/19</u>
Chief Financial/Operating Officer Approval			Date <u>5/1/19</u>
Board of Directors Approval			Date

Overnight Field Trip Request Form

Linn-Mar Future Business Leaders of America to attend and compete at the FBLA National Leadership Conference, Friday, June 28 – July 4, 2019, San Antonio, TX.

Purpose: What is the purpose of this field trip/work site visit?

This conference is the culmination of the work, learning and experience of the students in FBLA. Students have competed in events against other state chapters and are now eligible to advance and compete at the National FBLA Conference. This event will allow students to showcase their ability in many areas of business and highlight the learning that has occurred in a combination of classes, conferences, and experiences in our high school. Students will also represent the local Linn-Mar chapter and Iowa State chapter during Regional and National voting sessions.

Pre-Planning: How are you planning to maximize the learning experiences of students on this field trip/work site visit?

The experiences in their core and elective classes, along with the regular meetings in FBLA and other conferences, will be good preparation for the skills necessary to do well at the conference. We have also provided preparatory sessions in test taking and presentation that will allow our students to excel at the conference. Students have attended many individual sessions and sought out mentor relationships with current or former business owners who have provided valuable insight to evaluate presentations or tests to help them do well in their competitions. The advisers are present at these sessions and have input to help the students achieve to the best of their ability. Students with prejudged projects submitted their projects to the Iowa Professional Division for review. Professional Division members sent feedback and suggests for changes prior to the students final submission for the National Competition.

Students then are to attend a National Prep session organized by the Professional Division of FBLA on Saturday, June 2, 2018. Students will present in front of a volunteer judge and receive feedback and suggestions on what and how to improve. Students will go through at least two rounds of practice performances, with each time making adjustments to their presentation based on the judges' feedback.

Follow-Up: Explain a follow-up plan that will maximize the learning experiences of students on this field trip/work site visit?

Students who attend NLC will share their experiences with membership during the "Membership Drive" in the fall of the next school year. During the State Conference planning, students will share their experiences at NLC with other students who choose to compete in the same event. They pass on their tips and tricks.

Students will receive their scores/critique from the judges. Students can begin to prepare for competition the following year.

Assessment: How will students be required to demonstrate their understanding of the learning expected from this experience?

Student will compete against other students from across the nation. Competitions are scored. Students receive their scores and explanation of that grade in writing from the judges. Students who place in the top ten are recognized during the Awards Ceremony.

Funding: Describe your sources of funding that meets both Department of Education and District guidelines.

Booster Club funds help students offset some of the registration costs. We also ask for donations from local businesses to help defray award and registration costs. We provide access to those businesses for the students to fundraise for "scholarship" or help for the entire cost of the conference. Many choose to fund the conference themselves.

Common Experience: What are the benefits of this field trip/work site visit that ensure all students at this grade level/activity will have the experience they should?

All students are competing in events in which they have interest, knowledge, experience and learning from life and school. They get to experience "real life" situations that will better prepare them for the business world. They also will participate in the election and installation of their National and Regional officers.

Multi-Disciplinary: Address how this field trip/work site visit will address more than one curricular area and how it offers the opportunity for curriculum integration.

Students will be able to use verbal and written skills developed in other disciplines to help in competing in their events. Many of the skills learned in their Math and English classes will help in producing quality work. Experiences in leadership roles for other organizations will also benefit them in their efforts.

Overnight Accommodations

Drury Plaza Hotel San Antonio Riverwalk
105 South St. Mary's Street
San Antonio, TX 78205
210-270-7799

June 28-July 3 (6 nights) \$166 per night x 3 rooms x 6 nights=\$2,988.00 Total Cost

Mode of Transportation

Linn-Mar FBLA will be renting a 12 passenger van from Cedar Rapids to Minneapolis, MN. We will fly from the Minneapolis (MSP) to San Antonio (SAT) via Sun Country Airlines. Ms. Schult will be returning July 2 due to a previously scheduled engagement. Rental vehicle to and from MSP. Shuttle to and from San Antonio Airport and the hotel.

Travel dates-June 28, 2019-July 4, 2019 Round trip ticket \$202.60

Itinerary #'s 7429024445100

Confirmation SLQWOH

Itinerary #'s 7429027980547

Confirmation NJMDAK

Depart Friday, June 28, 7:30 AM from Linn-Mar High School-Door 3

Arrive at Minneapolis airport 11:30 AM

Departure: Sun Country Airlines 625

Minneapolis 1:30 PM Terminal 2

Arrival: San Antonio 4:20 PM

Return: Thursday, July 4-Sun Country Airlines 626

San Antonio 11:20 AM Terminal 2

Arrival: Minneapolis 2:05 PM

Arrive 8:00 PM Linn-Mar High School-Door 3

Conference Expenses Per Person

Conference registration, payable to FBLA-PBL \$120

Fun Pac (T-Shirt/Trading Pins), Payable to Iowa FBLA \$25

Airfare, payable to Linn-Mar FBLA \$202.60

Lodging \$298.80

Total Expense: \$6,558.70

FBLA Conference Schedule

FBLA Conference Schedule

Schedule subject to change

Detailed competitive event schedule on pages 12–13

Friday, June 28

Institute for Leaders (IFL)

7:00 a.m.–8:00 a.m.	IFL Registration
8:00 a.m.–9:30 a.m.	Countdown to Leadership Opening Session!
9:30 a.m.–11:30 a.m.	Leadership Time Tracks
11:30 a.m.–1:00 p.m.	Lunch on your own
1:00 p.m.–4:30 p.m.	Leadership Time Tracks
4:45 p.m.–5:30 p.m.	Past Present and Future Panel

NLC—Preconference

2:00 p.m.–7:00 p.m.	Registration Desk
Midnight	Curfew

Saturday, June 29

Institute for Leaders (IFL)

8:00 a.m.–8:30 a.m.	Hit the Big Time Kickoff Session
8:30 a.m.–11:30 a.m.	Time Out Sessions Breakouts
11:30 a.m.–12:30 p.m.	Final Moment Closing Session & Celebration

NLC—Day 1

7:30 a.m.–8:15 a.m.	Adviser Orientation
8:00 a.m.–7:00 p.m.	Registration Desk
9:00 a.m.–9:45 a.m.	Adviser Orientation
10:30 a.m.–11:15 a.m.	Adviser Orientation
11:45 a.m.–12:30 p.m.	Adviser Orientation
Noon–6:00 p.m.	MarketPlace
12:15 p.m.–5:30 p.m.	Competitive Events
1:00 p.m.–4:00 p.m.	Exhibits
4:30 p.m.–5:15 p.m.	Adviser Orientation
5:00 p.m.–5:30 p.m.	Administrator Orientation
7:00 p.m.–9:00 p.m.	Opening Session & Campaign Rally
Midnight	Curfew

Sunday, June 30

NLC—Day 2

7:30 a.m.–8:15 a.m.	Adviser Orientation
8:00 a.m.–5:00 p.m.	MarketPlace
8:00 a.m.–5:30 p.m.	Competitive Events
9:00 a.m.–3:15 p.m.	Workshops
9:00 a.m.–4:00 p.m.	Campaign & Exhibit Booths & Silent Auction
5:30 p.m.–6:30 p.m.	Regional Campaign Rallies & Recognition Sessions
Midnight	Curfew

Monday, July 1

NLC—Day 3

8:00 a.m.–9:00 a.m.	State Voting Delegates & State Presidents' Q & A with National Candidates
8:00 a.m.–5:00 p.m.	MarketPlace
8:00 a.m.–5:30 p.m.	Competitive Events
8:30 a.m.–9:30 a.m.	Exhibit booths open to Advisers only
9:00 a.m.–2:00 p.m.	Campaign & Exhibit Booths
9:00 a.m.–3:15 p.m.	Workshops
9:30 a.m.–12:30 p.m.	FBLA Open Events
2:30 p.m.–3:15 p.m.	FBLA Senior Networking Session
Midnight	Curfew

Tuesday, July 2

NLC—Day 4

7:45 a.m.–8:45 a.m.	Regional Voting
8:00 a.m.–Noon	MarketPlace
8:45 a.m.–9:45 a.m.	National Voting
10:00 a.m.–11:00 a.m.	March of Dimes Mini March for Babies
6:00 p.m.–9:00 p.m.	Awards of Excellence Program
9:30 p.m.–11:30 p.m.	FBLA Social
Midnight	Curfew

The online testing will be at the Grand Hyatt San Antonio, other FBLA competitive events, workshops, exhibits, the Opening Session, and Awards of Excellence Program will be at the Henry B. Gonzalez Convention Center.

Middle Level Conference Schedule

Saturday, June 29

7:00 p.m.–9:00 p.m.	Opening General Session
Midnight	Curfew

Sunday, June 30

9:00 a.m.–3:15 p.m.	Workshops
9:15 a.m.–10:00 a.m.	Online Test—Business Math & Financial Literacy
10:15 a.m.–11:00 a.m.	Online Test—Career Exploration
11:15 a.m.–Noon	Online Test—Business Etiquette
11:45 a.m.–1:30 p.m.	Lunch on Your Own
1:15 p.m.–2:00 p.m.	Online Test—Introduction to Computer Science & Coding
2:15 p.m.–3:00 p.m.	Online Test—Multimedia & Website Development
3:15 p.m.–4:00 p.m.	Online Test—Digital Citizenship
Midnight	Curfew

Monday, July 1

8:00 a.m.–9:30 a.m.	Open Events—Business Communication, Entrepreneurship Concepts, Leadership Skills, & Study Skills
9:00 a.m.–3:15 p.m.	Workshops
11:45 a.m.–1:30 p.m.	Lunch on Your Own
1:30 p.m.–5:30 p.m.	Preliminaries for Presentation Events—Elevator Speech, Community Service Project & Critical Thinking
Midnight	Curfew

Tuesday, July 2

8:30 a.m.–11:30 a.m.	Finals for Presentation Events—Elevator Speech, Community Service Project & Critical Thinking
Midnight	Curfew

PARENT/GUARDIAN MEDICAL RELEASE FORM
TO BE COMPLETED BY PARENTS/GUARDIANS and STUDENTS
OF ALL FBLA MEMBERS AND RETURNED TO ADVISER
Iowa FBLA School Year 2018-2019

We, the parents/guardians of _____
of (complete address) _____
hereby grant permission for any emergency treatment by medical personnel during the FBLA trip to the indicated
conference(s).

Date _____ Parent/guardian _____

Telephone Number _____

Insurance Company and Policy Number _____

*You may find it advisable to send a copy of Insurance with the student to activities. It would be beneficial for
the chaperones and medical personnel to know about medications or special medical problems of the above
student. Feel free to list on back of form. PLEASE BE SPECIFIC.*

In case of an emergency and the parents/guardians cannot be contacted, please list another person who can be
contacted.

Name _____

Address _____

Telephone Number _____

PARENT/GUARDIAN VIDEO/PHOTO WAIVER

I am aware that still photos and video may be posted to a website and/or be used in a variety of collateral printed
pieces (i.e. brochures, newsletters, flyers, print ads). The pictures/video will be used for the purpose of illustrating,
advertising, and promoting the activities associated with FBLA-PBL.

Please note that no permissions is required for large group photos in which the students are not individually identified.

- I have read the disclaimer and agree to allow my child to be photographed.
 I have read the disclaimer and do not agree to allow my child to be photographed.

Signature of Parent/Guardian

PARENT/GUARDIAN CONSENT FORM

We, hereby grant permission for the above individual to attend the following conference(s)
(indicate by checking):

- United Fall Leadership Conference, Des Moines, October 21-22, 2018
 National Fall Leadership Conference, Chicago, November 2-3, 2018
 State Leadership Conference, Coralville, IA, March 28-30, 2019
 National Leadership Conference, San Antonio, TX, June 29-July 2

The mode of transportation to be used will be: school bus, school van, charter bus, or plane. Adviser/Chaperones
will accompany the students during each conference.

As parents/guardians of the above individual, we accept legal responsibility and assume full financial obligations
and responsibility from the time he/she leaves his/her place of residence until he/she returns to same following the
conference. We agree to support the FBLA-PBL Standards of Professional Conduct and Dress.

Date _____ Parent/Guardian _____

I, agree to abide by the FBLA-PBL Code of Conduct and Dress Code

Date _____ Student _____

FBLA CONFERENCE GUIDELINES
Standards of Professional Conduct
(Parents/Students Keep These Pages)

FBLA-PBL Code of Conduct

FBLA-PBL members have an excellent reputation. Your conduct at every FBLA-PBL function should make a positive contribution to extending that reputation. Listed here are rules of all FBLA Conferences. All delegates will be expected to:

1. Behave in a courteous and respectful manner, refraining from language and actions that might bring discredit upon themselves, their school, other delegates, advisers, or upon FBLA-PBL.
2. Obey all local, state, and federal laws.
3. Avoid conduct not conducive to an educational conference. Such conduct includes, but is not limited to, actions disrupting the business like atmosphere, association with non-conference individuals, or activities that endanger self or others (running in the General Sessions, standing on chairs, using laser pointers during workshops, bodysurfing at dances, etc.)
4. Keep their advisers informed of their activities and whereabouts at all times. Accidents, injuries, and illnesses must be reported to the local or state advisers immediately.
5. Observe the curfew as listed in the conference program. Local and state advisers as well as security personnel will enforce curfews. Curfew is defined as being in your own assigned room by the designated hour.
6. Avoid alcoholic beverages and controlled or illegal substances of any form. These items must not be used or possessed at any time, or under any circumstances. Use or possession of such substances may subject the delegate to criminal prosecution.
7. Act as guests of the hotel and conference center. Delegates must obey the rules of these facilities. The facilities have the right to ask a delegate or delegates to leave. Do not throw anything out of windows or over balconies. Do not run down hallways. Noise should be kept at a reasonable volume, especially in the hotels. Remember there are other guests in the hotels who have rights as well. Trash (this includes pizza boxes, bottles, cans, etc.) must be placed in the proper receptacles and not left on guest room or meeting room floors. Individuals or chapters responsible for damages to any property or furnishings will be responsible for its repair or replacement.
8. **Cell phones** are not to be used during conference sessions, competitive events, regional meetings, and workshops. They are allowed during evening and social activities.

Disregarding or Violating the Code of Conduct

Delegates who disregard or violate this code will be subject to disciplinary action, including, but not limited to, forfeiture of privileges to attend further events, confinement to your hotel room, dismissal from the conference, and being sent home at your own expense. Parents and/or guardians will be notified, and FBLA-PBL reserves the right to notify law enforcement.

FBLA CONFERENCE GUIDELINES

Conference Dress

FBLA-PBL® members and advisers should develop an awareness of the image one's appearance projects. The purpose of the dress code is to uphold the professional image of the association and its members and to prepare students for the business world. Appropriate attire is required for all attendees – advisers, members, and guests – at general sessions, competitive events, regional meetings, workshops, and other activities unless otherwise stated in the conference program. Conference name badges are a part of this dress code and must be worn for all conference functions. For safety reasons, do not wear name badges when touring.

FBLA Dress Code For Unified Fall Leadership Conference

Professional attire is required for all Sunday general sessions, meetings, workshops, and dinner. Conference T-shirt and jeans are appropriate for evening social activities. Conference polo and dress Khaki or black slacks (no cargo pants or skirts) are required for Monday general sessions, meetings, and workshops.

In hotel hallways, lobby area, elevators, bathing suits must be covered. It is not acceptable to walk around in bathing suit and towel. Shoes must also be worn.

FBLA Dress Code For ALL National Conferences and State Leadership Conference

Professional attire is required during all general sessions, competitive events, regional meetings, and workshops. Casual attire is acceptable during evening and social activities. Formal or professional attire may be worn to the State Conference banquet and National Conference awards program.

Professional attire

MALES

- Business suit w/ collar dress shirt and necktie or
- Sport coat, dress slacks, collar shirt, and necktie or
- Dress slacks, collar shirt, and necktie
- Banded collar shirt may be worn only if sport coat or business suit is worn
- Dress shoes and socks

FEMALES

- Business suit with blouse or
- Business pantsuit with blouse or
- Skirt or dress slacks with blouse or sweater or
- Business dress
- Capri's or gauchos with coordinating jacket/suit, worn below the knee
- Dress shoes

CLARIFICATION – Many women's two-piece suits are currently designed so that they do not require a blouse. Therefore this will be accepted. In addition, sling-back shoes, open-toe shoes, and sleeveless dresses are accepted.

Casual attire

Jeans, shorts, nice T-shirts, or denim/chambray shirts, sneakers, or sandals. Shoes and shirts must be worn.

Inappropriate attire, for both men and women, includes:

- Jewelry in visible body piercing, other than ears
- Denim or chambray fabric clothing of any kind, overalls, shorts, skorts, stretch or stirrup pants, exercise or bike shorts
- Backless, see-through, tight-fitting, spaghetti straps, strapless, extremely short, or low-cut blouses/top/dresses/skirts
- T-shirts, Lycra™, spandex, midriff tops, tank tops, bathing suits
- Sandals, athletic shoes, industrial work shoes, hiking boots, bare feet, or over-the-knee boots
- Athletic wear, including sneakers
- Hats or flannel fabric clothing
- Bolo ties
- Visible foundation garments