



Updates from the Cabinet

October 14, 2019

Cabinet Members: Superintendent Bisgard, Assoc. Superintendent Wear, Mrs. Karla Christian (HR), Mr. JT Anderson (CFO), Mrs. Leisa Breifelder (Student Services), and Mrs. Jeri Ramos (Tech)

Policy Committee Update: The Policy Committee met on September 25th to review the 200 Policy Series (Board of Directors) and several miscellaneous policies recommended for updates by the Iowa Association of School Boards (IASB). The following policies have been recommended for updates with a first reading by the school board during the October 14th regular meeting:

- 100.1 - Legal Status of the School District
- 201.1 - Name & Organization of the District
- 202.7 - School Board Conflict of Interest
- 204.12 - School Board Records
- 205.1-E - Board of Directors Request for Reimbursement of Travel
- 505.6 - Education Records Access
- 505.6-R - Admin Regulations Regarding Use of Education Records
- 505.6-E4 - Request for Hearing on Correction of Education Records
- 505.6-E5 - Parental Request for Examination of Education Records
- 505.7 - Parent and Family Engagement
- 505.7-R - Parent and Family Engagement Building-Level Regulations

School Board Candidate Forum: The Marion Economic Development Corporation and Marion Chamber of Commerce will be hosting a school board candidate forum for individuals seeking election on November 5th for a seat on the Linn-Mar Board of Directors. The forum will be held at Lowe Park Arts & Environment Center (4500 N 10th St, Marion) on Thursday, October 17th from 6:30-8:00 PM and is open to the public. The forum will follow a question and answer format of predetermined questions, while also giving audience members opportunities to submit questions to the moderator. The Linn-Mar Community School District will have five open seats on the November 5th ballot. Four of the seats are for four-year terms and one seat is for a two-year term. School board candidates for the Linn-Mar Community School District are: Barry Buchholz, Bob Gabel, Tim Isenberg, Brittania Morey, Sondra Nelson, Clark Weaver, Jeffrey Wisdo, and LaSheila Yates.



District Achievements and Honors:

Student Achievement Honor: Congratulations to Linn-Mar High School Seniors Arnav Bhushan, Elise Cagnard, Anna Kelly, Sadie Staker, and Jackson Tupper for being named Commended Students in the 2020 National Merit Scholarship Program. They placed in the top five percent of more than 1.6 million students who entered the 2018 competition by taking the Preliminary SAT (PSAT) exam.

Band Honors: Congratulations to the Linn-Mar Marching Lions for placing first in the Class 4A Marion Marching Band Invitational. The Marching Lions also received caption awards for best drum majors, best color guard, best percussion, and best winds.



Elementary America Reads Honors: Congratulations to Allie from Echo Hill Elementary who was one of five grand prize winners for the bookmark she entered in the America Reads 2019 Bookmark Competition. Linn-Mar had a total of seven semi-finalists this year: Aditi from Bowman Woods, Rory and Layla from Novak, and Lily, Maddie, and Saisha from Westfield. America Reads Day is October 17th.



Board of Directors – General Organization

Policy Title: Name & Organization of the District Code 201.1

Recommendation to add final paragraph and bullet points to Policy 100.1; which is identical in wording to paragraphs one and two and then delete policy 201.1 as it is a duplication.

Iowa law authorizes the creation of a Common Schools System. As part of this Common Schools System, this school district is a school corporation created and organized under Iowa law. This school district shall be known as the Linn-Mar Community School District.

This school corporation is located in Linn County and its affairs are conducted by elected school officials, the Linn-Mar Community School District Board of Directors. This school corporation has exclusive jurisdiction over school matters in the territory of the school district.

Linn-Mar Schools are presently organized in a pattern which consists of:

- Preschool classes for children ages three and four
- Early Childhood Blended Program
- Elementary grades kindergarten through five
- Middle school grades six, seven, and eight
- Senior high school grades nine through 12

Adopted: 6/70

Reviewed: 10/11; 8/14; 9/15

Revised: 4/13; 10/19

Related Policy (Code#): 100.1

Legal Reference (Code of Iowa): §§ 274.1-2, .6-7; 278.1(9); 279.8; 594A (2013)

IASB Reference: 100



Board of Directors – Specific Duties of the Board

Policy Title: School Board Conflict of Interest Code 202.7

School board members must be able to make decisions objectively. It is a conflict of interest for a board member to receive direct compensation from the school district, unless exempted in law or policy, for anything other than reimbursement of actual and necessary expenses, including travel, incurred in the performance of official duties. A board member will not act as an agent for school textbooks or school supplies, including sports apparel or equipment, in any transaction with a director, officer, or other staff member of the school district during the board member's term of office. It will not be a conflict of interest for board members to receive compensation from the school district for contracts for the purchase of goods or services which benefit a board member, or to receive compensation for part-time or temporary employment which benefits a board member, if the benefit to the board member does not exceed ~~\$2,500~~ \$6,000 in a fiscal year or if the contracts are made by the board, upon competitive bid in writing, publicly invited and opened.

The conflict of interest provisions do not apply to a contract that is a bond, note, or other obligation of a school corporation if the contract is not acquired directly from the school corporation, but is acquired in a transaction with a third party, who may or may not be the original underwriter, purchaser, or obligee of the contract, or to a contract in which a director has an interest solely by reason of employment if the contract was made by competitive bid in writing, publicly invited and opened, or if the remuneration for employment will not be directly affected as a result of the contract and duties of employment do not involve any of the preparation or procurement of any part of the contract. The competitive bid section of the conflict of interest provision does not apply to a contract for professional services not customarily awarded by competitive bid.

It will also be a conflict of interest for a board member to engage in any outside employment or activity which is in conflict with the board member's official duties and responsibilities. In determining whether outside employment or activity of a board member creates a conflict of interest, situations in which an unacceptable conflict of interest is deemed to exist shall include, but are not be limited to, any of the following:

1. The outside employment or activity involves the use of the school district's time, facilities, equipment, and supplies or the use of the school district badge, uniform, business card, or other evidence of office to give the board member or member of the board member's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes of this section, a person is not "similarly situated" merely by being related to a board member.

2. The outside employment or activity involves the receipt of, promise of, or acceptance of money or other consideration by the board member or a member of the board member's immediate family from anyone other than the state or the school district for the performance of any act that the board member would be required or expected to perform as part of the board member's regular duties or during the hours in which the board member performs service or work for the school district.
3. The outside employment or activity is subject to the official control, inspection, review, audit, or enforcement authority of the board member during the performance of the board member's duties of office or employment.

If the outside employment or activity is employment or activity in (1) or (2) above, the board member must cease the employment or activity. If the employment or activity falls under (3) then the board member must:

- a. Cease the outside employment or activity; or
- b. Publicly disclose the existence of the conflict and refrain from taking any official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmation action to influence any vote, determining the facts or law in a contested case or rulemaking proceeding, conducting any inspection, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

When procurement is supported by Federal Child Nutrition Funds, board members will not participate in the selection, award, or administration of a contract if there is a real or apparent conflict of interest in the contract. Contract, for purposes of this paragraph, includes a contract where the board member, board member's immediate family, partner, or non-school district employer of these individuals is a party to the contract.

It is a conflict of interest for the school board to ~~hire the spouse of a board member or do enter into business with the spouse of a relative of any member of the school board during their term of the board member service to the district. The payment of compensation to any other family member is within the discretion of the board.~~

It is the responsibility of each board member to be aware of an actual or potential conflict of interest. It is also the responsibility of each board member to take the action necessary to eliminate such a conflict of interest. Should a conflict of interest arise, a board member should not participate in any action relating to the issue from which the conflict arose.

Adopted: 6/70

Reviewed: 10/11; 4/13

Revised: 8/14; 9/16; 10/19

Related Policy (Code#): 201.4; 201.5; 202.1; 205.3

Legal Reference (Code of Iowa): 22 CFR § 518.42; §§ 68B; 71.1; 277.27; 279.7A; 301.28

IASB Reference: 203



Board of Directors – Meetings of the Board

Policy Title: School Board Records Code 204.12

The school board will keep and maintain permanent records of the board including, but not limited to, records of the minutes of board meetings and other required records of the board.

It is the responsibility of the board secretary to keep the minutes of the board meetings. The minutes of each board meeting will include, at a minimum, the following items: a record of date, time, place, members present, action taken, the vote of each member, and the schedule of bills allowed will be attached. This information will be available **within two weeks of the board meeting and after board approval at the second meeting of the month and** forwarded to the newspaper designated as the official newspaper for publication. The information does not need to be published within two weeks. The schedule of bills allowed may be published on a once-monthly basis in lieu of publication with the minutes. The permanent records of the board minutes may include more detail than is required for the publication of the minutes.

Minutes waiting approval at the next board meeting will be available for inspection after the board secretary transcribes the notes into typewritten material which has been proofread for errors and corrected.

Detailed minutes and complete recordings will be made of closed meetings of the board as required by the Iowa Code. Detailed minutes and complete recordings of closed meetings that are exempt from the provisions of the Iowa Code will be made when deemed necessary by the board. Detailed minutes will include a synopsis of the discussion, the people present, and any action occurring during the closed session. The board secretary will be custodian of the detailed minutes and recordings which will be maintained in a securely locked depository separate from the regular board minutes for a period of one year; after which they will immediately and routinely be destroyed (recordings will be erased). The minutes and recordings shall only be opened upon court order in an action to enforce the requirements of the open meetings law.

Detailed minutes and recordings of closed sessions held under the purchase of real estate exception to open meetings must be made available for public examination when the transaction discussed is completed. There shall be separate detailed minutes and recordings for each real estate transaction.

Adopted: 3/79

Reviewed: 4/13

Revised: 8/14; 9/16; 10/19

Legal Reference (Code of Iowa): §§ 21; 22; 279.8, .35-36; 291.6; 618.3; 281 IAC 12.3(i), 1982 Op Atty Gen 215; 1974 Op Atty Gen 403; 1952 Op Atty Gen 133

IASB Reference: 215 (*Items in paragraph two are legal requirements*)



BOARD OF DIRECTORS TRAVEL REIMBURSEMENT REQUEST FORM
Linn-Mar Community School District
Marion, Iowa 52302

Name of Attendee: _____ Date: _____

Name of Event: _____

Location of Event: _____

Table with columns: DATE, ITEMS, *MILEAGE OR TRANSPORTATION, *HOTEL/LODGING, *MEALS (B, L, D), *MISC., DAILY TOTAL. Includes a row for TOTAL EXPENSES.

COMMENTS:

I herewith declare that the above amount is due and unpaid for expenses incurred while on an authorized school assignment and that I am entitled to the above reimbursement.

Board Member Signature _____ Date: _____

Superintendent or Board Secretary/Treasurer Signature _____ Date: _____

Charge to Account Number: _____

REMINDER: PLEASE ATTACH INVOICES FOR PUBLIC TRANSPORTATION, LODGING, AND MEALS. IDENTIFY ALL MISCELLANEOUS EXPENSES AND ATTACH RECEIPTS. NO REIMBURSEMENT WILL BE ISSUED WITHOUT ITEMIZED RECEIPTS.



Educational Objectives

Policy Title: Legal Status of the School District Code 100.1

Recommendation to add wording from Policy 201.1 and then delete 201.1 as the remainder of the policy was a duplicate of Policy 100.1.

Iowa law authorizes the creation of a Common Schools System. As part of this Common Schools System, this school district is a school corporation created and organized under Iowa law. This school district is known as the Linn-Mar Community School District.

This school corporation is located in Linn County and its affairs are conducted by elected school officials, the Linn-Mar Community School District Board of Directors. This school corporation has exclusive jurisdiction over school matters in the territory of the school district.

Linn-Mar schools are presently organized in a pattern which consists of:

- Preschool classes for children ages three and four;
- Early Childhood Blended Program;
- Elementary school grade levels kindergarten through fifth;
- Middle school grade levels sixth through eighth; and
- High school grade levels ninth through twelfth.

Adopted: 6/00

Reviewed: 4/13; 5/14; 9/16

Revised: 10/19

Legal Reference (Code of Iowa): §§ 274.1-2, .6-7; 279.8; 594A

IASB Reference: 100



Students – Miscellaneous Matters

Policy Title: Education Records Access Code: 505.6

The board recognizes the importance of maintaining education records and preserving their confidentiality, as provided by law. Education records are kept confidential at collection, storage, disclosure, and destruction stages. The board secretary is the custodian of education records. Education records ~~may be~~ are maintained in the administrative offices of the student attendance centers.

Definitions: For the purposes of this policy, the defined words have the following meanings:

- “Education record” means those records that contain information directly related to a student and which are maintained by an education agency or institution or by a party acting for the agency or institution.
- “Eligible student” means a student who has reached 18 years or attends a postsecondary institution. The parents of an eligible student are provided access to the education records only with the written permission of the eligible student unless the eligible student is defined as a dependent by the Internal Revenue Code. In that case, the parents may be provided access without the written permission of the student.

An education record may contain information on more than one student. Parents will have the right to access the information relating to their student or to be informed of the information. Eligible students will also have the right to access information relating to themselves or be informed of the information.

Parents, eligible students, and other individuals authorized in accordance with law will have the right to access the student’s education records during regular business hours of the school district upon request without unnecessary delay and in no instance more than 45 calendar days after the request is made. Parents, other than parents of an eligible student, may be denied access to a student’s education records if the school district has a court order stating such or when the district has been advised under the appropriate laws that the parents may not access the student’s education records. Parents, eligible students, or authorized representatives of the parents will have the right to access the student’s education records prior to an Individualized Education Program (IEP) meeting or hearing.

Copies of education records will be provided if failure to do so would effectively prevent the parents or student from exercising the right to access the education records. Fees for copies of the records are waived if it would prevent the parents or eligible student from accessing the records. A fee may not be charged to search or retrieve information from education records.

Upon the request of parents or eligible student, the school district will provide an explanation and interpretation of the education records and a list of the types and locations of education records collected, maintained, or used by the school district.

If the parents or eligible student believes the information in the education record is inaccurate, misleading, or violates the privacy of the student, the parents or eligible student may request that the school district amend the education records.

Education records may be disclosed in limited circumstances without written permission of the parent or eligible student. This disclosure is made on the condition that the education record will not be disclosed to a third party without the written permission of the parent or eligible student. This disclosure may be:

- To school officials within the school district and AEA personnel whom the superintendent has determined to have a legitimate educational interest, including but not limited to, board members, employees, school attorney, auditor, health professionals, and individuals serving on official school committees;
- To officials of another school district in which the student wishes to enroll, provided the other school district notifies the parent the education records are being sent and the parent has an opportunity to receive a copy of the records and challenge the contents of the records unless the annual notification includes a provision that records will automatically be transferred to new school districts;
- To the US Comptroller General, the US Secretary of Education, or state and local educational authorities;
- In connection with a student's application for, or receipt of, financial aid;
- To organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it was conducted;
- To accrediting organizations;
- To the parents of a dependent student as defined in the Internal Revenue Code;
- To comply with a court order or judicially issued subpoena;
- In connection with a health or safety emergency;
- As directory information; or
- In additional instances as provided by law.

The administrative offices of the student attendance centers will keep a list of the individuals and their positions who are authorized to view a special education student's education records without the permission of the parent or eligible student. Individuals not listed are not allowed access without parental or an eligible student's written permission. This list must be current and available for public inspection and updated as changes occur.

The administrative offices of the student attendance centers will also keep a list of individuals, agencies, and organizations which have requested or obtained access to a student's education records, the date access was given, and their legitimate educational interest or purpose for which they were authorized to view the records. The administrative offices of the student attendance centers, however, do not need to keep a list of the parents, authorized educational employees, officers, and agencies of the school district who have accessed the student's education records. This list for an education record may be accessed by the parents, the eligible student, and the custodian of the education records.

Permanent education records, including a student's name, address, phone number, grades, attendance record, classes attended, grade level completed, and year completed will be maintained without time limitation. Permanent education records will be kept in a fire-safe vault or they may be maintained electronically with a secure backup file.

When personally identifiable information, other than permanent education records, is no longer needed to provide educational services to a special education student, the parents or eligible student will be notified. This notice is normally given after a student graduates or otherwise leaves the district. If the parents or eligible student requests that the personally identifiable information be destroyed, the school district will destroy the records, except for permanent records. Prior to the destruction of the records, the school district must inform the parents or eligible student the records may be needed for social security benefits or other purposes. For purposes of policy, "no longer needed to provide educational services" means that a record is no longer relevant to the provision of instruction, support, or related services and it is no longer needed for accountability and audit purposes. At a minimum, a record needed for accountability and audit purposes must be retained for five years after the activity for which funds were used.

The school district will provide training or instruction to employees about parents' and eligible students' rights under this policy. Employees will also be informed about the procedures for carrying out this policy. It is the responsibility of the superintendent to notify parents and eligible students annually that they have the right to:

- Inspect and review the student's education records;
- Seek amendment of the student's education records that the parent or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights;
- Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent the law authorizes disclosure without consent; and
- File a complaint with the US Department of Education concerning alleged failures by the district to comply with the law.

The notice will be given in the native language of the parents or eligible student. Should the school district collect personal information from students for the purposes of

marketing or selling that information, the school district will annually notify parents of such activity.

The notice will include a statement that the parents have the right to file a complaint alleging the school district failed to comply with this policy. Complaints are forwarded to: Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue, Washington, DC. 20202-8520.

Adopted: 6/70

Reviewed: 4/11; 4/12; 7/13; 10/14

Revised: 8/07; 8/17; 10/19

Related Policy (Code #): 505.6-R; 505.6-E2-E7

Legal Reference (Code of Iowa): 20 USC § 1232g; 1415. 34 CFR Pt 99; 300; 610 et seq; §§ 22; 279.9B; 280.24-25; 622.10; 281 IAC 12.3(4); 41. 1980 Op Atty Gen 720; 825

IASB Reference: 506.1 (Mandatory Policy)



Administrative Regulations Regarding Use of Education Records

Code: 505.6-R

Parents and eligible students will have the right to access a student's education records during regular business hours of the school district upon request without unnecessary delay, and in no instance more than 45 calendar days after the request is made. The intent of this regulation is to establish procedures for granting requests from eligible students and parents to access a student's education records.

Education records means those records that contain information directly related to a student and which are maintained by an education agency or by a party acting for the agency or institution. These may include but are not necessarily limited to: dates of attendance; academic work completed; level of achievement (grades, standardized test scores); attendance data; scores on standardized intelligence, aptitude, and psychological tests; interest inventory results; health data; family background information; teacher or counselor ratings and observations; and verified reports of serious or recurrent behavior patterns.

Access to Records:

1. Parents, eligible students, and other individuals authorized in accordance with law will have access to the student's education records during the regular business hours of the school district. Parents and eligible students will have the right to access the student's education records upon request without unnecessary delay and in no instance more than 45 calendar days after the request is made. An eligible student or parent, upon written request to the **board secretary, administrative office of the student attendance center**, will receive an explanation and interpretation of the education records. A student, 18 years or older, has the right to determine who, outside the school system, has access to the records. Parents of students who are 18 years or older, but are still dependents for income tax purposes, may access the student's education records without prior permission of the student.
2. School officials having access to student education records are defined as having a legitimate educational interest. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, AEA employee, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or student assistance team, or assisting another school official in performing their tasks.

Release of Information Outside the School: Information from education records may be disclosed to outside parties as outlined in board policy and otherwise provided by law.

Procedures for Requesting an Education Record Amendment:

1. If the eligible student, parent, or legal guardian believe the information in the student's education records is inaccurate, misleading, or violates the privacy of the student, the parents or eligible student may request the school district amend the education records.

2. The school district will decide whether to amend the student's education record within a reasonable time after receipt of the request.
3. If the school district determines an amendment is made to the student's education record, the school district will make the amendment and inform the parents or eligible student of the decision in writing.
4. If the school district determines the amendment of the student's education record is not appropriate, the district will inform the parents or eligible student of their right to a hearing before a hearing officer provided by the district. The hearing officer may be an employee of the district, so long as the employee does not have a direct interest in the outcome of the hearing.
5. Upon parental request, the school district will hold a hearing regarding the content of a student's education records which the parent believes to be inaccurate, misleading, or in violation of the privacy rights of students.
6. The hearing will be held within a reasonable time after receipt of the parent or eligible student's request. The parents or eligible student will receive reasonable advance notice of date, time, and place of the hearing.
7. The parents or eligible student will be given a full and fair opportunity to present evidence relevant to the issues. The parents or eligible student may be represented by an individual of their choice and at their own expense.
8. The hearing officer will render a written decision within a reasonable period after the hearing. The decision will be based upon evidence presented at the hearing and must include a summary of the evidence and the reasons for the decision.
9. The parents may appeal the hearing officer's decision in writing to the superintendent within 10 days, if the superintendent does not have a direct interest in the outcome of the hearing.
10. The parents may appeal the superintendent's decision or the hearing officer's decision, if the superintendent was unable to hear the appeal, to the board within 15 days. It is within the discretion of the board to hear the appeal.
11. If the parents' and the eligible student's request to amend the education record is further denied following the hearing, the parents or eligible student are informed they have the right to place an explanatory letter in the student's education record commenting on the school district's decision or setting forth the reasoning for disagreeing with the school district. Additions to the student's education records will become a part of the education records and be maintained like other education records. If the school district discloses the student's education records, the explanation by the parents or eligible student will also be disclosed.

Adopted: 6/90

Reviewed: 4/11; 4/12; 7/13

Revised: 10/14; 8/17; 10/19

Related Policy (Code#): 505.6; 505.6-E2-E7

IASB Reference: 506.1R1



Students-Miscellaneous Matters

Policy Title: Request for Hearing on Correction of Education Records Code 505.6-E4

To: Board Secretary Name of Student Attendance Center

Address: 2999 N 10th St, Marion, IA 52302 Address of Student Attendance Center

As the Relationship to Student of Full Legal Name of Student

I believe the district's official education records are inaccurate, misleading, or in violation of privacy or other rights of this student.

The official education records which I believe are inaccurate, misleading, or in violation of the privacy or other rights of this student are: (Please be specific)

The reason I believe such records are inaccurate, misleading, or in violation of the privacy or other rights of this student is:

I understand that I will be notified of the date, time, and place of the hearing; that I will be notified in writing of the district's decision; and that I have the right to appeal the decision by notifying the superintendent in writing within 10 days after my receipt of the decision. I further understand that if the request to amend the student's education record is denied, that I have the right to place an explanatory letter in the student's education record stating I disagree with the district's decision and why.

(Signature)

Date:

Address:

City:

State: Zip:

Phone Number:



Students-Miscellaneous Matters

**Policy Title: Parental Request for Examination of Education Records
Code 505.6-E5**

To: _____
Board Secretary Name of Student Attendance Center

Address: **2999 N 10th St, Marion, IA 52302**
Address of Student Attendance Center

As _____ of _____,
Relationship to Student Full Legal Name of Student

who was born on _____ and is currently in grade _____,

I request to examine the following official education records:

Please check one of the following:

- _____ I do
- _____ I do not

desire a copy of such records and I understand that a reasonable charge will be made for copies, if requested.

Signature

Date: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone Number: _____

Approved by:

Signature: _____

Title: _____

Date: _____



Parent and family engagement are important components in a student's success in school. The board encourages parents and families to become involved in their student's education to ensure their academic success. **In order to facilitate parent and family involvement, it is the goal of the district to conduct outreach and implement programs, activities, and procedures to further involve parents and families with the academic success of their students.** The board will:

- 1) Involve parents and families in the development of the Title I Plan, the process for school review of the plan, and the process for improvement **by:**
 - a. **Jointly reviewing and revising the Title I Plan at an annual evaluation in the spring of each school year;**
 - b. **Ensuring evaluation tools are included, but not be limited to, a parent survey, contact logs, and information gathered at the annual Parent Advisory Meeting; and**
 - c. **Utilizing findings from the annual evaluation to design and implement evidence-based strategies for more effective parent and family involvement.**
- 2) Provide the coordination, technical assistance, and other supports necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance **by:**
 - a. **Collaborating between the district and schools to plan and implement effective parent and family engagement activities to improve student academic achievement and school performance;**
 - b. **Providing professional learning opportunities regarding effective parent and family engagement;**
 - c. **Educating teachers, specialized instructional support personnel, principals, and other school leaders and staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the schools;**
 - d. **Fostering community partnerships to engage parent and families more effectively;**
 - e. **Providing parents and families timely responses to all parent recommendations; and**
 - f. **Providing opportunities for all parents to participate in Title I activities and any appropriate training/learning experiences.**
- 3) To the extent feasible, coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies outlined in other relevant federal, state, and local laws and programs **by:**
 - a. **Ensuring the Title I program works cooperatively with other programs and integrate parent involvement programs and activities, as appropriate, such as Encourage a Reader, Junior Achievement, School-to-Work, and Collins Aerospace volunteers, to name a few. Title I will work with Homeless Liaison to coordinate needs of students.**
- 4) Conduct, with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving academic quality of the schools served; including identifying barriers to greater participation by parents in Title I activities (with particular attention to low-income parents, Limited English Proficient [LEP] parents, parents of

any racial or ethnic minority, parents with disabilities, and parents with limited literacy), needs of parents and families to assist their children's learning, and strategies to support successful school and family interactions by:

- a. Conducting an annual review at the Parent Advisory meeting to determine the effectiveness of this policy; and
 - b. Ensuring the jointly agreed upon policy is distributed to parent and family members participating in Title I through the Title I parent meetings with each family. Parents will be notified of this policy in an understandable and uniform format and to the extent practicable, it will be provided in a language appropriate for parents (i.e. English and/or Spanish).
- 5) Use the findings of the annual evaluation to design strategies for more effective parent and family involvement and to revise, as necessary, the parent and family involvement policies by:
- a. Ensuring the findings and feedback from the annual Parent Advisory meeting are used to identify and mitigate barriers to participation, identify needs parents may have so they can support their child's learning, and identify strategies to improve school and family interactions;
 - b. Ensuring policy evaluation findings are used to design evidence-based strategies for effective parent and family involvement and improve the parent and family engagement policy; and
 - c. Ensuring all Title I parents are invited to, and encouraged to attend, the annual Parent Advisory meeting to review and revise the parent and family engagement policy.
- 6) Involve parents and families in Title I activities by:
- a. Ensuring parent and family meetings, including parent conferences, will be held at different times during the day and Title I funds may be used to pay reasonable and necessary expenses associated with parent and family engagement activities including transportation, childcare, and/or home visit expenses to enable parents to participate in school-related meetings and training sessions;
 - b. Involving parents at open houses, conferences, Title I Parent Nights, Kindergarten Camps, and other school activities;
 - c. Contacting parents in a variety of formats such as written correspondence, phone calls, email correspondence, and face-to-face meetings; and provide timely responses to all parent recommendations and/or questions;
 - d. Hosting an annual parent meeting to inform parents and family members of the school's participation in Title I and explain the requirements of the program and their right to be involved;
 - e. Ensuring parents are given assistance in understanding the requirements of Title I law and Iowa academic standards, as well as state and local assessments at the fall informational meeting;
 - f. Ensuring the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and respond to any such suggestions as soon as practicably possible;
 - g. Ensuring parents are informed through written notification of the reasons for their children's participation, the curriculum, and the instructional objectives and methods of the program as students are selected for Title I services;
 - h. Ensuring through annual meetings and parent-teacher conferences that parents are provided with a description and explanation of curriculum in use, the assessments used to measure academic progress, and the proficiency levels students are expected to meet;
 - i. Ensuring a school/parent compact outlines how parents, students, and the entire school staff share the responsibility for improved student achievement and the means by which the school and parents continue to build and develop partnerships to help children achieve the

local, high standard. The compact is signed upon notification of student involvement in the program and reviewed at the annual Parent Advisory meeting.

- j. Ensuring the Title I or schoolwide program provides opportunities for parents to become partners with the school in promoting the education of their children at home and at school, parents are given help monitoring their student's progress, the school provides assistance to parents on how they can participate in decisions related to their student's education, and the school provides reasonable support for parental involvement activities as requested by parents (Parent trainings, materials, phone calls, volunteer opportunities, Parent Involvement Conference, child study teams, etc.).
- k. Providing materials and trainings to help parents work with their children to improve their children's achievement such as literacy trainings and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement; and
- l. Ensuring all Title I parent and family communication and reports, to the extent practicable, are provided in a language and format understood by parents and families in the Title I program to ensure opportunities for informed participation.

The district will involve parents in determining how to allocate reserved Title I funds in accordance with applicable laws.

The board will review this policy annually. The superintendent [or designee] is responsible for notifying parents and families of this policy annually, or within a reasonable time after it has been amended during the school year. The superintendent may develop an administrative process or procedures to implement this policy.

Adopted: 12/16

Reviewed: 11/17

Revised: 9/19

Related Policy (Code#): 505.7-R

Legal Reference (Code of Iowa): 20 USC §6318

IASB Reference: 505.8; 505.8R1 (Mandatory Policies)



To further the interests of student achievement, the superintendent [or designee] will create necessary rules to engage parents and family members within the district in the following ways on a building-level basis:

- 1) **Policy Involvement:** The district will host an annual meeting and invite all parents to attend, and inform parents of their rights and the district's requirements under Title I. This meeting will also invite parents to become involved in the planning, review, and improvement of a building policy and in developing the district plan. The district will inform parents of:
 - a. Programs under this policy;
 - b. Curriculum and assessments used for students;
 - c. The opportunity to meet with administration to participate in decisions related to their children's education;
 - d. A description and explanation of curriculum used in the school and forms of academic assessments used to measure student progress; and
 - e. Achievement levels of the challenging State academic standards.
- 2) **Accessibility:** Provide opportunities for informed participation of parents and family members in understandable formats and languages. This includes participation by parents and family members who may have disabilities, limited English proficiency, and migratory children. Offer a flexible number of meetings during the day and evenings to facilitate parent involvement. The superintendent [or designee] has discretion to allow schools to provide childcare for families of students during these meetings through Title I funds.
- 3) **High Student Academic Achievement:** Each school in the district will jointly develop, with parents and family members, a school-parent compact that outlines how parents, staff, and students share responsibility for improving student academic achievement and how a partnership will be built to achieve this. The compact will describe the responsibility of the school to provide high quality curriculum and instruction, and the parents' responsibility to support their children's learning. This will also address the importance of communication between schools and parents through parent-teacher conferences, regular reports to parents on their children's progress, and ensuring regular, meaningful communication between the family and school staff.
- 4) **Building Capacity for Involvement:** Each school within the district will include in their plan ways to achieve the following:
 - a. Assist parents and families to understand topics, including academic standards and assessments, and how to monitor student progress;
 - b. Provide materials and training to help parents work with students to improve achievement;
 - c. Educate teachers and staff in how to communicate with parents and build ties to foster academic success;
 - d. Coordinate and integrate other federal, state, and local programs to support parents in more fully participating in their students' education;
 - e. Ensure information related to the programs is sent to parents and families in understandable formats; and
 - f. Provide other reasonable support to encourage parental involvement.

Adopted: 9/19

Related Policy: 505.7

Legal Reference (Code of Iowa): 20 USC §6318

IASB Reference: 505.8; 505.8R1 (Mandatory Policies)



Inspire Learning.
Unlock Potential.
Empower Achievement.

**School Board Work Session Minutes
September 23, 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: Isenberg, Lausen, Nelson, Wall, and Weaver. Absent: AbouAssaly and Mehaffey.

200: Adoption of the Agenda *Motion 035-09-23*

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

300: Work Session

301: Athletic Department Update – Exhibit 301.1

Athletic Director David Brown and Associate Athletic Director Tonya Moe shared information on the structure of the Mississippi Valley Conference and reported that over 1,400 athletes (62% of the student body) participated in Linn-Mar sports during the 2018-19 school year. Information was also shared on the culture and evaluation of the athletic coaches and several obstacles that are overcome as a result of the “no cut participation” policy. Information was also shared on issues that arise when trying to find facilities to schedule practices and events.

302: Fine Arts Department Update – Exhibit 302.1

High School Associate Principal Kim Buelt reported there are 1,570 students (85-90% of high school students) participating in the high school Fine Arts clubs and organizations and shared statistics of the various clubs, organizations, Fine Arts curricular groups, and Fine Arts co/extra-curricular groups. Mrs. Buelt also shared some of the obstacles in finding spaces for all of the various groups to meet.

303: FY19 Financial Review – Exhibit 303.1

Chief Financial/Operating Officer JT Anderson reviewed the financials from fiscal year 2019, including information on the district’s funding “buckets”, fund balance versus spending authority, the FY19 certified annual report, Special Education Supplement, Limited English Proficiency allowable costs, and financial reporting on per pupil expenditures by building.

400: Adjournment *Motion 036-09-23*

MOTION by Wall to adjourn the work session at 6:46 PM. Second by Weaver. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

JT Anderson, Board Secretary/Treasurer

School Board Regular Meeting Minutes
September 23, 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: Isenberg, Lausen, Nelson, Wall, and Weaver. Absent: AbouAssaly and Mehaffey.

200: Adoption of the Agenda *Motion 037-09-23*

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

300: Special Recognition

Chief Officer of Human Resources Karla Christian shared a special recognition of Angela & Shawn Burke and Karen Daubs for being selected as recipients of the Governor's Volunteer Award. These special volunteers will be recognized by Governor Reynolds during a regional ceremony at Kirkwood on September 26th.

400: Audience Communications: No communications received.

500: Informational Reports

501: Finance/Audit Committee

The committee reviewed the financial presentation presented during the work session by Chief Financial/Operating Office JT Anderson.

502: Marion City Council

A report was not provided about the September 19th Marion City Council meeting.

503: Cabinet Update – Exhibit 503.1

Superintendent Bisgard reported there were 26 attendees at the first two sessions of Lion Learning on September 17th and shared a brief update on the construction of the intermediate buildings. Bisgard also congratulated Kevin Fry for being selected as KHAK Teacher of the Week.

600: Unfinished Business

601: Approval of 2018-19 Certified Annual Report – Exhibit 601.1 *Motion 038-09-23*

MOTION by Wall to approve the 2018-19 certified annual report, as presented. Second by Weaver. Voice vote, all ayes. Motion carried.

602: Approval of 2018-19 Depository Banks' Affidavit Reports – Exhibits 602.1-4 *Motion 039-09-23*

MOTION by Wall to approve the 2018-19 depository banks' affidavit reports, as presented. Second by Lausen. Voice vote, all ayes. Motion carried.

603: Approval of FY19 SBRC Allowable Growth Request – Special Ed Deficit Motion 040-09-23
MOTION by Lausen to approve the FY19 SBRC allowable growth request for the Special Education deficit in the amount of \$3,328,141.53. Second by Wall. Statement shared that this needs to be addressed at the state level. Voice vote, all ayes. Motion carried. *Exhibit 603.1*

604: Approval of FY19 SBRC Allowable Growth Request – LEP Deficit Motion 041-09-23 *Exhibit 604.1*
MOTION by Lausen to approve the FY19 SBRC allowable growth request for the Limited English Proficiency deficit in the amount of \$327,743.38. Second by Wall. Voice vote, all ayes. Motion carried.

605: Second Reading of New Policy – Exhibit 605.1 Motion 042-09-23
MOTION by Wall to approve *Policy 807.2 – District Emergency Operations Plans*, as presented. Second by Weaver. Voice vote, all ayes. Motion carried.

700: New Business

701: Open Enrollment Requests Motion 043-09-23
MOTION by Weaver to approve the open enrollment requests, as presented. Second by Wall. Voice vote, all ayes. Motion carried.

Approved OUT

Name	Grade	Requested District	Reason
Baker, Taejon	3 rd	Cedar Rapids CSD	Good Cause
Ehrle, Christopher	10 th	Cedar Rapids CSD	Good Cause

Denied OUT

Name	Grade	Requested District	Reason
Duncan, Payton	9 th	Marion Independent	No Good Cause

800: Consent Agenda Motion 044-09-23

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

801: Personnel

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Brogla, Courtney	OR: Student Support Associate	9/16/19	LMSEAA II, Step 6
Jacobsen, Lesa	OR: Student Support Associate	9/23/19	LMSEAA II, Step 10
Mittan, Jennifer	LRC: From Accts Receivable/Payroll Asst to Payroll Technician	10/6/19	\$22.50/hour
Perkins, Joseph	HS: Part-Time Custodian	9/17/19	SEIU C, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Cummings, Sandra	EH: Student Support Associate	9/21/19	Personal
Early, Mariah	OR: Student Support Associate	9/20/19	Personal
Stiles, Karyn	NE: Early Childhood Paraprofessional	9/27/19	Personal
Walker, Stacey	LRC: Payroll Lead	9/13/19	Other Employment
Walker, Stacia	District: Elementary Student Assistance Counselor	9/12/19	Other Employment
Wedeking, Katie	LRC: Accounting/Total Access Assistant	10/4/19	Personal

Co/Extra-Curricular: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Fritts, Jack	HS: Asst Boys' Varsity Swim Coach	9/10/19	\$3,255

Name	Assignment	Dept Action	Salary Placement
Misener, Jacob	HS: Asst Girls' Varsity Basketball Coach	11/11/19	\$5,426
Robinson, Brittany	HS: From Asst Varsity to Head JV Girls' Basketball Coach	11/11/19	\$4,340

802: Approval of September 9th Minutes – Exhibit 802.1

803: Approval of Bills – Exhibits 803.1

804: Approval of Contracts – Exhibits 804.1-14

1. Professional service agreement with Shive-Hattery for 2020 roof improvement project
2. Independent contractor agreement with Carey Bostian
3. Independent contractor agreement with Brandt Crocker
4. Independent contractor agreement with Mike Davies
5. Independent contractor agreement with Tony Garmoe
6. Independent contractor agreement with Andrew Gentsch
7. Independent contractor agreement with Jim Gosnell
8. Independent contractor agreement with John Gosnell
9. Independent contractor agreement with Ryan Hoagland
10. Independent contractor agreement with Miera Kim
11. Independent contractor agreement with Jay Nugent
12. Independent contractor agreement with Greg Orwoll
13. Independent contractor agreement with Steve Stickney
14. Independent contractor agreement with Vanessa Terrell
15. Interagency agreements for special education with Cedar Rapids CSD (13), College CSD (5), Iowa City CSD (3), Marion Independent (1), Muscatine CSD (1), and North Fayette County CSD (1). *For student confidentiality, exhibits not provided.*

805: Overnight Excursion/Trip Request – Exhibit 805.1

Request for the High School Orchestra to travel to St. Louis, Missouri, to celebrate the 250th birthday of Beethoven by attending the St Louis Symphony on April 3-5, 2020.

806: Informational Reports – Exhibits 806.1-2

1. School finance and cash balance reports as of August 31, 2018
2. School finance and cash balance reports as of August 31, 2019

900: Board Communications/Calendar/Committees/Advisories

901: Board Communications & Calendar

Board members expressed they enjoyed learning about the athletic and fine arts programs and the high level of participation by the high school students.

Date	Time	Event	Location
September 25	11:30 AM	Policy Committee	LRC Sup's Conference Room
September 26	2:30 PM	Governor Reynolds' Volunteer Recognition	Kirkwood Ballroom
Date	Time	Event	Location
October 3	5:30 PM	Marion City Council (<i>Lausen</i>)	City Hall
October 9	3:45 PM	Career & Technical Education Committee (CTE)	LRC Boardroom
October 10	7:30 AM	Board Visit	Indian Creek Elementary
October 10	5:00 PM	Homecoming Parade	LM Stadium
October 14	10:30 AM	LRC Staff & Board ID Photo Re-Take Day	LRC Gym
October 14	5:00 PM 7:00 PM	Board Work Session – Tour of Construction Sites Board Regular Meeting	5:00 PM @ Hazel Point Site 7:00 PM @ LRC Boardroom

Date	Time	Event	Location
October 17	All Day	America Reads Day	Districtwide
October 17	7:30 AM	Finance/Audit Committee	LRC Conference Room 203
October 17	5:30 PM	Marion City Council	City Hall
October 24	11:30 AM	Board Visit	Echo Hill Elementary
October 28	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom

902: 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 045-09-23*

MOTION by Wall to adjourn the regular meeting at 7:19 PM. Second by Lausen. 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: 09/20/2019 - 10/10/2019

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
Fund: AQUATIC CENTER		
BMO MASTERCARD	GENERAL SUPPLIES	\$1,723.48
BMO MASTERCARD	TRAVEL	\$805.01
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$8,624.32
HASTY AWARDS	GENERAL SUPPLIES	\$172.98
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$162.48
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$694.71
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$162.48
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$694.71
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$849.80
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$522.40
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$783.96
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$20.79
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$2.37
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$666.43
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$79.47
MOST SWIMTECH	GENERAL SUPPLIES	\$614.95
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$328.08
USA SWIMMING/IOWA SWIMMING, INC	GENERAL SUPPLIES	\$3,320.00
	Fund Total:	\$20,233.42
Fund: CAPITAL PROJ FR BON		
IRONSIDE RICK	OTHER PROFESSIONAL	\$2,000.00
KNUTSON CONSTRUCTION SERVICES	CONSTRUCTION SERV	\$951,000.00
LARSON CONSTRUCTION COMPANY, INC	CONSTRUCTION SERV	\$4,342,231.01
TEAM SERVICES, INC	OTHER PROFESSIONAL	\$15,559.38
	Fund Total:	\$5,310,790.39
Fund: GENERAL		
ACME TOOLS	SMALL TOOLS	\$105.39
ADA BADMINTON & TENNIS	INSTRUCTIONAL SUPPLIES	\$85.00
ADAMS DOOR INC OF CEDAR RAPIDS	REPAIR/MAINT SERVICE	\$200.00
ADVANTAGE	GENERAL SUPPLIES	\$103.34
ADVANTAGE ARCHIVES, LLC	GENERAL SUPPLIES	\$406.12
AGVANTAGE FS	GASOLINE	\$5,786.08
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$418.50
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$566.85
AKERS KYLE	OFFICIAL/JUDGE	\$60.00
ALL INTEGRATED SOLUTIONS	REPAIR PARTS	\$75.67
ALL INTEGRATED SOLUTIONS	TRANSP. PARTS	\$6.99
ALLIANT ENERGY	ELECTRICITY	\$127,938.68
AMBROSY TODD	OFFICIAL/JUDGE	\$60.00
AMERICAN BINDING COMPANY	GENERAL SUPPLIES	\$194.60
AMERICAN SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$777.09
ANDERSON SCOTT	OFFICIAL/JUDGE	\$65.00
ARETELABS	INSTRUCTIONAL SUPPLIES	\$165.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 09/20/2019 - 10/10/2019

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
ARNOLD MOTOR SUPPLY	MAINTENANCE SUPPLIES	(\$9.26)
ARNOLD MOTOR SUPPLY	SHOP TOOLS/EQUIPMENT	\$4.80
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$82.38
ASIFLEX	EE LIAB-FLEX DEP CARE	\$10,367.14
ASIFLEX	EE LIAB-FLEX HEALTH	\$18,514.85
ASIFLEX	OTHER PROFESSIONAL	\$796.25
BALANCED FITNESS & HEALTH	MAINTENANCE SUPPLIES	\$172.66
BARCZ TIM AND SARAH	TRANSP PARENT REIMB	\$427.35
BAUER BUILT	TIRES AND TUBES	\$90.00
BLICK ART MATERIALS	INSTRUCTIONAL SUPPLIES	\$475.85
BMO MASTERCARD	ADVERTISING	\$7.23
BMO MASTERCARD	COMP/TECH HARDWARE	\$6,424.99
BMO MASTERCARD	DUES AND FEES	\$872.95
BMO MASTERCARD	GARBAGE COLLECTION	\$2,613.24
BMO MASTERCARD	GENERAL SUPPLIES	\$6,629.70
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$58,259.13
BMO MASTERCARD	LIBRARY BOOKS	\$1,376.44
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$1,732.67
BMO MASTERCARD	OTHER PROFESSIONAL	\$1,544.00
BMO MASTERCARD	OTHER TECH SER	\$606.00
BMO MASTERCARD	PROF SERV: EDUCATION	\$539.21
BMO MASTERCARD	REF & RSRCH MATERIAL	\$534.00
BMO MASTERCARD	SMALL TOOLS	\$118.67
BMO MASTERCARD	STAFF WORKSHP/CONF	\$4,516.75
BMO MASTERCARD	TEXTBOOKS	\$268.10
BMO MASTERCARD	TRAVEL	\$6,403.63
BRECKE	OTHER PROFESSIONAL	\$1,450.00
BUTSCHI BRAD	OFFICIAL/JUDGE	\$65.00
BUTSCHI BRIAN	OFFICIAL/JUDGE	\$60.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$270.00
C.R. GLASS CO	REPAIR/MAINT SERVICE	\$223.47
C4 OPERATIONS BACKGROUND CHECK SERVICES	OTHER PROFESSIONAL	\$20.00
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$8,293.15
CARRICO AQUATIC RESOURCES, INC	GENERAL SUPPLIES	\$48.71
CEDAR RAPIDS BOWLING CENTER	INSTRUCTIONAL SUPPLIES	\$165.75
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$701.99
CEDAR RAPIDS COMM. SCHOOL/RW	PROF SERV: EDUCATION	\$6,162.84
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$688.79
CENTURYL INK	TELEPHONE	\$214.55
CENTURYLINK	TELEPHONE	\$385.28
CITY LAUNDERING COMPANY	INSTRUCTIONAL SUPPLIES	\$290.60
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$168.27
CITY OF MARION	DUES AND FEES	\$100.00
CITY OF MARION.	OTHER PROFESSIONAL	\$11,023.45
COLLECTION	EE LIAB-GARNISHMENTS	\$5,890.87

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 09/20/2019 - 10/10/2019

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
COMMUNICATIONS ENGINEERING CO	RADIOS	\$4,218.53
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$10.00
CORRIN CALVIN	OFFICIAL/JUDGE	\$60.00
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$2,610.00
CRISIS PREVENTION INSTITUTE INC	INSTRUCTIONAL SUPPLIES	\$3,249.00
CROELL REDI-MIX INC	GROUNDS UPKEEP	\$1,006.25
CULLIGAN	GENERAL SUPPLIES	\$848.60
CULLIGAN	INSTRUCTIONAL SUPPLIES	\$36.25
D & K PRODUCTS	GROUNDS UPKEEP	\$112.50
DAFIT-NESS LLC	OTHER PROFESSIONAL	\$400.00
DAVID J. PHILIPP	OFFICIAL/JUDGE	\$70.00
DEKE SONNY	OFFICIAL/JUDGE	\$210.00
DEMCO	GENERAL SUPPLIES	\$126.79
DENNIS COMPANY	REPAIR PARTS	\$297.97
DEPARTMENT OF EDUCATION	BUS INSPECTION FEES	\$2,760.00
DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	\$119.94
DRY CLEANING PLUS	INSTRUCTIONAL SUPPLIES	\$1,215.50
DRYSPACE INC	REPAIR/MAINT SERVICE	\$991.93
DVORAK JOHN	OFFICIAL/JUDGE	\$120.00
EBELING KATHY	PARAPROFESSIONAL	\$1,276.48
EMPLOYEE RESOURCE SYSTEMS, INC	OTHER PROFESSIONAL	\$1,611.09
EMPOWERED PROPERTIES, LLC	FACILITY RENTAL	\$3,500.00
EMSLRC	INSTRUCTIONAL SUPPLIES	\$471.00
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$115.72
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,551,168.91
FEDEX	GENERAL SUPPLIES	\$13.66
FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS	\$492.48
FONTENOT JOSEPH	OFFICIAL/JUDGE	\$250.00
FRITZ SCOTT	OFFICIAL/JUDGE	\$65.00
FUTURE LINE	MAINTENANCE SUPPLIES	\$64.90
GASWAY CO, J P	GENERAL SUPPLIES	\$3,301.94
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$772.80
GILCREST/JEWETT	INSTRUCTIONAL SUPPLIES	\$2,160.06
GLOE CARL	OFFICIAL/JUDGE	\$60.00
GOPHER SPORT	INSTRUCTIONAL SUPPLIES	\$1,667.89
GRAINGER	GENERAL SUPPLIES	\$745.80
GRAINGER	MAINTENANCE SUPPLIES	\$443.98
GRANT WOOD AEA	GENERAL SUPPLIES	\$236.08
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$498.66
GREENWOOD CLEANING SYSTEMS	MAINTENANCE SUPPLIES	\$1,020.85
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$57,278.16
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$5,080.00
HAPPY JOE'S PIZZA	INSTRUCTIONAL SUPPLIES	\$385.83
HART HAROLD	OFFICIAL/JUDGE	\$65.00
HARTWIG RON	OFFICIAL/JUDGE	\$60.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 09/20/2019 - 10/10/2019

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
HARTWIG VIVIAN	OFFICIAL/JUDGE	\$120.00
HAWKEYE COMMUNICATION/FANDEL ALARM	OTHER PROFESSIONAL	\$8,100.00
HAWKEYE STAGES	RENTALS EQUIPMENT	\$2,302.00
HOAGLAND RYAN	INSTRUCTIONAL SUPPLIES	\$779.50
HOAGLAND RYAN	PROF SERV: EDUCATION	\$2,000.00
HOGLUND BUS CO. INC	TRANSP. PARTS	\$776.95
IMON COMMUNICATIONS LLC	TELEPHONE	\$3,761.53
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$72,740.69
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$309,852.45
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$72,740.69
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$309,852.45
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$438,111.15
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$1,458.20
IOWA ASCD	DUES AND FEES	\$780.00
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$16,744.11
IOWA HIGH SCHOOL MUSIC ASSOC	INSTRUCTIONAL SUPPLIES	\$644.00
IOWA HSAP	DUES AND FEES	\$60.00
IOWA ONE CALL	TECH REPAIRS	\$30.10
IOWA PRISON INDUSTRIES	INSTRUCTIONAL SUPPLIES	\$118.80
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$4,295.91
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$293,272.47
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$440,142.10
IOWA SHARES	EE LIAB-CHARITY	\$28.00
IOWA TESTING PROGRAMS	INSTRUCTIONAL SUPPLIES	\$31,435.70
IXL LEARNING INC	INSTRUCTIONAL SUPPLIES	\$1,350.00
JEFFRY DOWNING	OFFICIAL/JUDGE	\$60.00
JERACH TOOL SUPPLY	SHOP TOOLS/EQUIPMENT	\$84.98
JOE SAMPLE	OFFICIAL/JUDGE	\$70.00
JONES JUSTIN	OFFICIAL/JUDGE	\$65.00
JOSEY SWANSON	MISC REVENUE	\$15.00
JUNIOR LIBRARY GUILD	LIBRARY BOOKS	\$195.60
KEEL JOHN W	OFFICIAL/JUDGE	\$60.00
KIRKWOOD COMM COLLEGE	GENERAL SUPPLIES	\$130.00
KLOSTERMANN KEVIN	OFFICIAL/JUDGE	\$60.00
KREMER SCOTT	OFFICIAL/JUDGE	\$70.00
LAKESHORE	INSTRUCTIONAL SUPPLIES	\$401.33
LEARNING A-Z	INSTRUCTIONAL SUPPLIES	\$299.90
LEARNING RESOURCES, INC	INSTRUCTIONAL SUPPLIES	\$18.33
LEONARD RYAN	OFFICIAL/JUDGE	\$60.00
LINK AMY	TRANSP PARENT REIMB	\$855.51
LINN CO-OP OIL	GASOLINE	\$24,875.99
LINN COUNTY REC	ELECTRICITY	\$51,689.23
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$84.00
LYNCH FORD	MAINTENANCE SUPPLIES	\$137.25
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5,187.75

Linn-Mar Community School District

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Vendor Name	Description	Check Total
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$12,285.45
MADISON NATIONAL LIFE INS. CO., INC	RETIREE INSURANCE	(\$120.00)
MARCO TECHNOLOGIES, LLC	Copies	\$9,719.05
MARCO TECHNOLOGIES, LLC	GENERAL SUPPLIES	\$378.47
MARCO TECHNOLOGIES, LLC	INSTRUCTIONAL SUPPLIES	\$309.22
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$646.44
MARION JANITORIAL SUPPLY CO	INSTRUCTIONAL SUPPLIES	\$66.12
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$1,227.41
MARION WATER DEPT	WATER/SEWER	\$10,391.37
MATHCOUNTS FOUNDATION	INSTRUCTIONAL SUPPLIES	\$300.00
MCGRAW-HILL SCHOOL EDUCATION	INSTRUCTIONAL SUPPLIES	\$315.63
MCMASTER-CARR	MAINTENANCE SUPPLIES	\$82.06
MEDIACOM	TELEPHONE	\$236.90
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$888.99
MENARDS -13127	SHOP TOOLS/EQUIPMENT	\$111.03
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$19,781.63
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$481,419.56
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$21,580.67
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$26,970.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$23,403.04
METRO MARCHING BAND CLASSIC	INSTRUCTIONAL SUPPLIES	\$1,352.00
MID AMERICAN ENERGY	NATURAL GAS	\$1,533.81
MIDAMERICAN ENERGY SERVICES, LLC	NATURAL GAS	\$1,768.17
MIDWAY OUTDOOR EQUIPMENT INC	REPAIR/MAINT SERVICE	\$481.20
MIDWEST COMPUTER PRODUCTS	COMP/TECH HARDWARE	\$1,139.94
MIDWEST WHEEL	TRANSP. PARTS	\$635.85
MPS	TEXTBOOKS	\$3,365.76
MTI DISTRIBUTING INC	EQUIPMENT REPAIR	\$537.71
MUTUAL WHEEL CO	TRANSP. PARTS	\$39.76
NASCO	INSTRUCTIONAL SUPPLIES	\$2,643.94
NATIONAL GEOGRAPHIC SOC- EXPLORER	INSTRUCTIONAL SUPPLIES	\$303.04
NOBLE ROBERT	OFFICIAL/JUDGE	\$65.00
NORRIS CALVIN	OFFICIAL/JUDGE	\$65.00
NORSOLV SYSTEMS ENVIRONMENTAL SERVICE	GENERAL SUPPLIES	\$45.00
NORTH SCOTT HIGH SCHOOL	MISC REVENUE	\$1,050.00
NUGENT J. FRANK III	INSTRUCTIONAL SUPPLIES	\$454.66
OFFICE EXPRESS	GENERAL SUPPLIES	\$532.61
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$14,365.73
ORCHESTRA IOWA	Professional Educational Services	\$35.00
ORKIN PEST CONTROL	Pest Control	\$515.00
P & D WELDING	REPAIR/MAINT SERVICE	\$685.00
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$234.00
PEEPLER JAMAAL	OFFICIAL/JUDGE	\$60.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$717.46
PLUMB SUPPLY CO.	HEAT/PLUMBING SUPPLY	\$44.86

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Vendor Name	Description	Check Total
PLUMBERS SUPPLY COMPANY	HEAT/PLUMBING SUPPLY	\$182.65
POOL TECH, A WGHK INC, COMPANY	GENERAL SUPPLIES	\$3,658.00
PRO-ED INC.	INSTRUCTIONAL SUPPLIES	\$773.30
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$2,294.91
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$285.82
QUINN STORAGE	FACILITY RENTAL	\$170.00
RABEY TODD	OFFICIAL/JUDGE	\$60.00
READ NATURALLY	INSTRUCTIONAL SUPPLIES	\$1,978.00
REAMS SPRINKLER SUPPLY	REPAIR PARTS	\$677.09
REINHART INSTITUTIONAL FOODS INC	INSTRUCTIONAL SUPPLIES	\$70.10
REITTINGER SCOTT	OFFICIAL/JUDGE	\$60.00
RIFTON	INSTRUCTIONAL SUPPLIES	\$273.75
ROTARY CLUB OF MARION-EAST CEDAR RAPIDS	DUES AND FEES	\$260.00
ROYAL IMAGING SUPPLIES	GENERAL SUPPLIES	\$125.00
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$254.80
SARGENT WELCH	INSTRUCTIONAL SUPPLIES	\$352.46
SCHAEFFER MANUFACTURING COMPANY	MAINTENANCE SUPPLIES	\$197.28
SCHIMBERG	MAINTENANCE SUPPLIES	\$225.25
SCHLEGEL MATTHEW	OFFICIAL/JUDGE	\$210.00
SCHLEGEL SCOTT	OFFICIAL/JUDGE	\$280.00
SCHOLASTIC TEACHER STORE	INSTRUCTIONAL SUPPLIES	\$93.39
SCHOOL ADMINISTRATORS OF IOWA	GENERAL SUPPLIES	\$110.00
SCHOOL BUS SALES	TRANSP. PARTS	\$582.02
SCHOOL BUS SALES	VEHICLE REPAIR	\$595.44
SCHOOL HEALTH CORP	PROF SERV: EDUCATION	\$28.77
SCHOOL SPECIALTY INC	INSTRUCTIONAL SUPPLIES	\$1,704.28
SCHRADER KEVIN	OFFICIAL/JUDGE	\$60.00
SCHULTZ STRINGS INC	EQUIPMENT REPAIR	\$263.30
SCHULTZ STRINGS INC	Professional Educational Services	\$96.47
SCIENCE OF SPIN, INC	INSTRUCTIONAL SUPPLIES	\$129.35
SERVICEMASTER FIVE SEASONS JANITORIAL	OTHER PROFESSIONAL	\$677.60
SOURCE ONE LOGOS	INSTRUCTIONAL SUPPLIES	\$2,073.75
SPRAY-LAND USA	MAINTENANCE SUPPLIES	\$13.50
STANDARD BEARINGS	MAINTENANCE SUPPLIES	\$428.02
STEVEN RUCKER	OFFICIAL/JUDGE	\$125.00
STOREY KENWORTHY	INSTRUCTIONAL SUPPLIES	\$308.00
SWANK MOVIE LICENSING USA	INSTRUCTIONAL SUPPLIES	\$1,553.00
TALEBI MOHAMED	OFFICIAL/JUDGE	\$140.00
TEACHING STRATEGIES INC	INSTRUCTIONAL SUPPLIES	\$3,657.50
THE CURIOSITY PATH,LLC	INSTRUCTIONAL SUPPLIES	\$480.00
THE HARTT SCHOOL	INSTRUCTIONAL SUPPLIES	\$300.00
THE SHREDDER	OTHER PROFESSIONAL	\$450.00
THERAPRO INC	INSTRUCTIONAL SUPPLIES	\$37.47
THERAPY SHOPPE INC	INSTRUCTIONAL SUPPLIES	\$22.48
THOMAS BUS SALES	TRANSP. PARTS	\$284.56

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Vendor Name	Description	Check Total
THOMAS DANIEL	OFFICIAL/JUDGE	\$65.00
TIFFINI STEVENSON EARL	DUES AND FEES	\$1,374.00
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$1,502.60
TIME FOR KIDS	INSTRUCTIONAL SUPPLIES	\$123.75
TOBII DYNAVOX LLC	INSTRUCTIONAL SUPPLIES	\$594.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$217,893.32
TRESONA MULTIMEDIA, LLC	INSTRUCTIONAL SUPPLIES	\$1,070.00
TRUCK BUILDERS	VEHICLE REPAIR	\$2,079.73
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$672.00
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$899.37
US Department of Education AWG	EE LIAB-GARNISHMENTS	\$699.64
VALUE INSPIRED PRODUCTS/SERVICES	INSTRUCTIONAL SUPPLIES	\$1,275.00
VAN HOECK RON	OFFICIAL/JUDGE	\$60.00
VAN METER CO	ELECTRICAL SUPPLY	\$653.40
VANESSA TERRELL	INSTRUCTIONAL SUPPLIES	\$1,125.00
VISTA HIGHER LEARNING INC	GENERAL SUPPLIES	\$2,289.92
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$57,270.30
VOYAGER SOPRIS LEARNING	INSTRUCTIONAL SUPPLIES	\$219.89
VOYAGER SOPRIS LEARNING	PROF SERV: EDUCATION	\$739.20
WALMART	GENERAL SUPPLIES	\$1,465.66
WALMART	INSTRUCTIONAL SUPPLIES	\$1,138.38
WENDLING QUARRIES	GROUNDS UPKEEP	\$280.48
WEST MUSIC CO	EQUIPMENT REPAIR	\$140.50
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$2,764.60
WINDSTREAM	TELEPHONE	\$1,597.67
WOODWARD COMMUNITY MEDIA	ADVERTISING	\$689.07
WOODWARD COMMUNITY MEDIA	GENERAL SUPPLIES	\$57.00
Fund Total:		\$7,011,797.31
Fund: LOCAL OPT SALES TAX		
CALLAN MASONRY	CONSTRUCTION SERV	\$11,120.00
SHIVE-HATTERY INC.	ARCHITECT	\$4,500.00
VALUE INSPIRED PRODUCTS/SERVICES	EQUIPMENT >\$1999	\$26,901.60
Fund Total:		\$42,521.60
Fund: MANAGEMENT LEVY		
TRUENORTH COMPANIES, LC	Vehicle Insurance	\$997.00
Fund Total:		\$997.00
Fund: NUTRITION SERVICES		
ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$22,887.53
BMO MASTERCARD	GENERAL SUPPLIES	\$536.50
BMO MASTERCARD	MEETING EXP/SERVICES	\$73.85
BMO MASTERCARD	PURCHASE FOOD	\$257.51
CITY LAUNDERING COMPANY	PROFESSIONAL	\$1,272.84
COLLECTION	EE LIAB-GARNISHMENTS	\$436.80
EMS DETERGENT SERVICES	CLEANING PRODUCTS	\$2,285.85

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Vendor Name	Description	Check Total
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$121,210.95
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$2,377.82
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$10,167.32
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$2,377.82
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$10,167.32
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$10,605.91
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$4,403.25
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$6,608.29
KECK FOODS	PURCHASE FOOD	\$1,556.60
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$192.81
MARCO TECHNOLOGIES, LLC	Copies	\$11.48
MATTHEW AND CHRISTINA MILLER	UNEARNED REVENUE	\$57.10
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$240.84
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$7,669.37
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$584.34
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$8.00
RAPIDS WHOLESALE EQUIP CO	MACHINERY AND EQUIP	\$5,978.00
REINHART INSTITUTIONAL FOODS INC	GENERAL SUPPLIES	\$68.76
REINHART INSTITUTIONAL FOODS INC	PAPER PRODUCT SUPPLY	\$5,699.87
REINHART INSTITUTIONAL FOODS INC	PURCHASE FOOD	\$113,625.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$5,508.56
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$72.02
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$310.00

Fund Total: \$337,257.31

Fund: PHY PLANT & EQ LEVY

ACME TOOLS	VEHICLES	\$2,973.98
ACOUSTICS BY WASHBURN, LLC	CONSTRUCTION SERV	\$170.00
BRECKE	CONSTRUCTION SERV	\$5,381.11
CROELL REDI-MIX INC	GENERAL SUPPLIES	\$327.00
DE LAGE LANDEN PUBLIC FINANCE	COMPUTER/COPIER RENT	\$4,665.00
FUTURE LINE	EQUIPMENT >\$1999	\$23,096.05
GARLING CONSTRUCTION	ARCHITECT	\$594.71
GREENWOOD CLEANING SYSTEMS	EQUIPMENT >\$1999	\$5,925.00
HOBART SERVICE	CONSTRUCTION SERV	\$1,944.15
LYNCH FORD	VEHICLES	\$114,160.00
MIDWEST ALARM SERVICES	CONSTRUCTION SERV	\$2,904.10
PLUMBERS SUPPLY COMPANY	BLDG. CONST SUPPLIES	\$1,881.60
PLUMBERS SUPPLY COMPANY	CONSTRUCTION SERV	\$2,105.88
TRI-CITY ELECTRIC COMPANY OF IOWA	CONSTRUCTION SERV	\$15,369.09
VALUE INSPIRED PRODUCTS/SERVICES	BLDG. CONST SUPPLIES	\$14,862.10
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$8,748.66

Fund Total: \$205,108.43

Fund: PUB ED & REC LEVY

FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,659.37
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Vendor Name	Description	Check Total
FLEMING NURSERY, INC	GROUNDS UPKEEP	\$479.50
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$32.41
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$138.61
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$32.41
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$138.61
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$173.48
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$163.69
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$245.67
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-DENTAL INSURANCE	\$24.56
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$437.16
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$19.87
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$85.63
Fund Total:		\$3,640.47

Fund: STUDENT ACTIVITY

ALBURNETT COMMUNITY SCHOOLS	DUES AND FEES	\$45.00
ANDERSON SCOTT	OFFICIAL/JUDGE	\$55.00
ANDYMARK, INC	INSTRUCTIONAL SUPPLIES	\$342.12
ARMSTRONG CHRIS	OFFICIAL/JUDGE	\$120.70
BARBER BRANDI	OFFICIAL/JUDGE	\$70.00
BLICK ART MATERIALS	INSTRUCTIONAL SUPPLIES	\$84.00
BMO MASTERCARD	DUES AND FEES	\$412.40
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$19,787.76
BMO MASTERCARD	STUDENT FEES	\$234.09
BMO MASTERCARD	TRAVEL	\$2,391.84
BORCHARDT MARK	OFFICIAL/JUDGE	\$55.00
BRANDED APPAREL	INSTRUCTIONAL SUPPLIES	\$793.20
BUTIKOFER DONNA	OFFICIAL/JUDGE	\$70.00
BW T&F ENTERPRISES LLP	INSTRUCTIONAL SUPPLIES	\$189.00
CAMPBELL TERRANCE	OFFICIAL/JUDGE	\$95.00
CEDAR FALLS HIGH SCHOOL	DUES AND FEES	\$160.00
CEDAR GRAPHICS INC	INSTRUCTIONAL SUPPLIES	\$336.00
CEDAR RAPIDS CORVETTE CLUB	INSTRUCTIONAL SUPPLIES	\$120.00
CEDAR VALLEY WORLD TRAVEL	INSTRUCTIONAL SUPPLIES	\$1,320.00
CENTER POINT-URBANA HIGH SCHOOL	DUES AND FEES	\$90.00
CENTRAL COLLEGE	DUES AND FEES	\$300.00
CITY OF MARION.	INSTRUCTIONAL SUPPLIES	\$263.16
CLARK RANDY	OFFICIAL/JUDGE	\$122.54
CONNOLLY, WILLIAM	OFFICIAL/JUDGE	\$57.00
DANCE TEAM UNION, LLC	DUES AND FEES	\$360.00
DECKER SPORTING GOODS	INSTRUCTIONAL SUPPLIES	\$1,798.25
DICK POND ATHLETICS INC	INSTRUCTIONAL SUPPLIES	\$959.75
DVORAK JOHN	OFFICIAL/JUDGE	\$100.00
EDWARDS, MATTHEW	OFFICIAL/JUDGE	\$57.00

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Vendor Name	Description	Check Total
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$86.74
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$4,856.37
FRITZ SCOTT	OFFICIAL/JUDGE	\$57.00
GARDNER DOUG	OFFICIAL/JUDGE	\$165.00
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$3,094.00
GLOE CARL	OFFICIAL/JUDGE	\$100.00
GRANGER NORM	OFFICIAL/JUDGE	\$151.12
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$27.50
GUTKNECHT MARK	OFFICIAL/JUDGE	\$100.00
HANSEN PEGGY	OFFICIAL/JUDGE	\$200.00
HARTWIG RON	OFFICIAL/JUDGE	\$65.00
IEHL ASHLEY	OFFICIAL/JUDGE	\$105.52
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$85.11
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$363.94
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$85.11
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$363.94
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$290.74
IOWA BASKETBALL COACHES ASSOC	DUES AND FEES	\$160.00
IOWA CHEERLEADING COACHES ASSOC.	DUES AND FEES	\$875.00
IOWA FBIA-9388	TRAVEL	\$3,060.00
IOWA GIRLS COACHES ASSOCIATION	DUES AND FEES	\$115.00
IOWA HIGH SCHOOL SPEECH ASSOC	DUES AND FEES	\$75.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$240.46
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$360.84
IOWA SCIENCE OLYMPIAD	DUES AND FEES	\$215.00
JEFFERSON HIGH SCHOOL	DUES AND FEES	\$160.00
JOSTENS, INC	MISC REVENUE	\$50,654.61
KENNEDY HIGH SCHOOL	DUES AND FEES	\$80.00
KREMER SCOTT	OFFICIAL/JUDGE	\$65.00
LANGGUTH DENNIS M	OFFICIAL/JUDGE	\$57.00
LIBERTY HIGH SCHOOL	DUES AND FEES	\$140.00
LISTON CHUCK	OFFICIAL/JUDGE	\$65.00
LOESCH STEVE	OFFICIAL/JUDGE	\$100.00
MERCY WOMEN'S CENTER	INSTRUCTIONAL SUPPLIES	\$1,300.00
MEYERHOFF MIKE	OFFICIAL/JUDGE	\$95.00
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$900.00
MICHELLE MEIER	INSTRUCTIONAL SUPPLIES	\$675.00
MONTICELLO SPORTS	OTHER ACT INCOME	\$110.00
MONTICELLO SPORTS	STUDENT FEES	\$846.00
MOSER KEVIN	OFFICIAL/JUDGE	\$55.00
O'KEEFE NICKI	OFFICIAL/JUDGE	\$100.00
ORIENTAL TRADING CO	INSTRUCTIONAL SUPPLIES	\$80.84
OTTE WENDI	OFFICIAL/JUDGE	\$150.00
PANTINI ANDY	OFFICIAL/JUDGE	\$100.00
PORT'O'JONNY	INSTRUCTIONAL SUPPLIES	\$172.00

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Vendor Name	Description	Check Total
PRAIRIE DANCE TEAM	DUES AND FEES	\$80.00
REGINA HIGH SCHOOL	DUES AND FEES	\$70.00
RICHMOND TRACY	OFFICIAL/JUDGE	\$95.00
SAM GIPPLE	OFFICIAL/JUDGE	\$50.00
SANDERSON BRIAN	OFFICIAL/JUDGE	\$55.00
SCHAUB STEVE	OFFICIAL/JUDGE	\$57.00
SCHMERBACH, CYNTHIA	OFFICIAL/JUDGE	\$104.60
SHAWN THOMSEN	OFFICIAL/JUDGE	\$205.00
SMITH SUZANNE	OFFICIAL/JUDGE	\$70.00
STERN, INK	INSTRUCTIONAL SUPPLIES	\$100.00
STOCKNER RICHARD	OFFICIAL/JUDGE	\$91.00
SUSAN FREESE	OFFICIAL/JUDGE	\$150.00
THOMA DAVID	OFFICIAL/JUDGE	\$100.00
THOMAS DANIEL	OFFICIAL/JUDGE	\$57.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$132.06
UNIVERSAL DANCE ASSOCIATION	DUES AND FEES	\$540.00
UNIVERSITY OF DUBUQUE	DUES AND FEES	\$288.00
VAN ARSDALE STACEY	OFFICIAL/JUDGE	\$95.00
VAN HOECK RON	OFFICIAL/JUDGE	\$57.00
VIBRATIONS PRO DJs & PHOTOBOOTH	INSTRUCTIONAL SUPPLIES	\$400.00
WALMART	INSTRUCTIONAL SUPPLIES	\$23.88
WARD'S NATURAL SCIENCE	INSTRUCTIONAL SUPPLIES	\$50.14
WEST HIGH SCHOOL	DUES AND FEES	\$80.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$110.19
WILSON WILLIAM	OFFICIAL/JUDGE	\$57.00
XAVIER DANCE JAM	DUES AND FEES	\$180.00
Fund Total:		\$105,290.52
Fund: STUDENT STORE		
BMO MASTERCARD	GENERAL SUPPLIES	\$40.30
BRANDED CUSTOM SPORTSWEAR, INC	GENERAL SUPPLIES	\$1,368.43
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$620.68
CUTTING EDGE GRAPHICS, INC	GENERAL SUPPLIES	\$614.00
MADE BY MOLLY	GENERAL SUPPLIES	\$190.50
RIDDELL	GENERAL SUPPLIES	\$697.00
SCHEELS ALL SPORTS, INC	GENERAL SUPPLIES	\$720.00
Fund Total:		\$4,250.91
Grand Total:		\$13,041,887.36

End of Report


AIA Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> 18245000 Linn-Mar CSD 3920 35th Avenue Marion, Iowa 52302	CONTRACT INFORMATION: Contract For: General Construction Date: 05/30/2019	CHANGE ORDER INFORMATION: Change Order Number: 003 Date: October 9, 2019
OWNER: <i>(Name and address)</i> Linn-Mar Community School District 3555 10th Street Marion, Iowa 52302	ARCHITECT: <i>(Name and address)</i> OPN Architects 200 Fifth Ave SE, Suite 201 Cedar Rapids, Iowa 52401	CONTRACTOR: <i>(Name and address)</i> Larson Construction PO Box 112 Independence, Iowa 50644

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

CR 13	Wide Stile Alum Doors at 2250-3, 2252-1	Shop Dwgs	\$ 589.88
CR 15	Exterior Light Fixture Color (CREDIT)	ITC 16	(\$ 4,800.00)
CR 18	Material Substitutions/Clarifications (CREDIT)	ITC 17	(\$15,927.00)
CR 19	Structural Clarifications - Corridor	ITC 20	\$ 4,523.94
		TOTAL CREDIT	(\$15,613.18)

The original Contract Sum was	\$ 28,449,000.00
The net change by previously authorized Change Orders	\$ 36,213.14
The Contract Sum prior to this Change Order was	\$ 28,485,213.14
The Contract Sum will be decreased by this Change Order in the amount of	\$ 15,613.18
The new Contract Sum including this Change Order will be	\$ 28,469,599.96
The Contract Time will be increased by Zero (0) days.	
The new date of Substantial Completion will be	

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

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

<u>OPN Architects</u> ARCHITECT <i>(Firm name)</i>	<u>Larson Construction</u> CONTRACTOR <i>(Firm name)</i>	<u>Linn-Mar Community School District</u> OWNER <i>(Firm name)</i>
<u>SIGNATURE</u>	<u>SIGNATURE</u>	<u>SIGNATURE</u>
<u>Vicki Hyland</u> PRINTED NAME AND TITLE	<u>Doug Larson</u> PRINTED NAME AND TITLE	<u>Sondra Nelson, Board President</u> PRINTED NAME AND TITLE
<u>DATE</u>	<u>DATE</u>	<u>DATE</u>

CHANGE ORDER SUMMARY - October 2019

BOULDER PEAK - CO 3

CR Number	Title	Requested Amount	Reason	Description
13	Wide Stile Alum Doors 2250-3, 2252-1	\$589.88		Change Alum Doors at Art Rms to wide stile to accommodate panic devices. More doors to change to accommodate mortise locks.
15	Exterior Light Fixture Color	(\$4,800.00)	ITC-016	Changed light fixtures that are not attached to building from custom color to standard
18	Material Substitutions/Clarifications	(\$15,927.00)	ITC-017	Elevator controller location clarification, Cast Stone alternate mfr, Quarry tile color change
19	Structural Clarifications - Corridor	\$4,523.94	ITC-020	Work out Structural/MEP clashes in corridor between Mech Rm 1241 and elevator
		TOTAL		

(\$15,613.18)

AIA[®] Document G701[™] – 2017

Change Order

PROJECT: *(Name and address)*
17274000 LinnMar Toilet Remodels
Marion, Iowa

CONTRACT INFORMATION:
Contract For: General Construction
Date: March 09, 2018

CHANGE ORDER INFORMATION:
Change Order Number: 003
Date: September 10, 2019

OWNER: *(Name and address)*
Linn-Mar Community School District
2999 N Tenth Street
Marion, Iowa 52302

ARCHITECT: *(Name and address)*
OPN Architects
200 5th Ave SE, Suite 201
Cedar Rapids, Iowa 52401

CONTRACTOR: *(Name and address)*
Tricon Construction Group
746 58th Ave Court SW
Cedar Rapids, Iowa 52404

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Credit of \$19,800.00 for additional incurred Design Team fees due to failure to meet contract date.

The original Contract Sum was	\$	570,000.00
The net change by previously authorized Change Orders	\$	1,932.28
The Contract Sum prior to this Change Order was	\$	571,932.28
The Contract Sum will be decreased by this Change Order in the amount of	\$	19,800.00
The new Contract Sum including this Change Order will be	\$	552,132.28

The Contract Time will be decreased by Zero (0) days.
The new date of Substantial Completion will be

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

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

<p><i>OPN Architects</i> _____ ARCHITECT <i>(Firm name)</i></p> <p><i>Vicki Hyland</i> _____ SIGNATURE</p> <p><i>Vicki Hyland</i> _____ PRINTED NAME AND TITLE</p> <p><i>10/9/19</i> _____ DATE</p>	<p>_____ CONTRACTOR <i>(Firm name)</i></p> <p><i>[Signature]</i> _____ SIGNATURE</p> <p><i>RON RICHARD</i> _____ PRINTED NAME AND TITLE</p> <p><i>9.30.19</i> _____ DATE</p>	<p>_____ OWNER <i>(Firm name)</i></p> <p>_____ SIGNATURE</p> <p>_____ PRINTED NAME AND TITLE</p> <p>_____ DATE</p>
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