





**2020-2021**

**School Calendar**

**Start-Finish**

August 24<sup>th</sup> – May 28<sup>th</sup>

**Summary of Calendar**

Days in Classroom: 176

Total Student Hours: 1119.84

Q1 =	44
Q2 =	42
Q3 =	47
Q4 =	43

**Calendar Legend**

	Start/End
	Quarter
	No School
	2-Hour Early Dismissal
	Holidays/Breaks/Comp Days
	Teacher Collaboration Day
	Teacher 1/2 Day Workday
	New Teacher Orientation
	Early Childhood Prof Learning
	Professional Learning Day
	High School Conferences

**Linn-Mar Days**

- 176 School Days
- 5 Teacher Collaboration Days
- 1 Teacher 1/2 Day Workday
- 5 Professional Learning Days
- 2 Personalized Prof Learning Days
- 2 Comp Days (Nov 25 & Feb 15)

**191 Total**

**Make Up Days for Cancellations**

June 1-4, 2021

M	T	W	Th	F	Student Days	Teacher Days
<b>August 2020</b>						
3	4	5	6	7	0	0
10	11	12	13	14	0	0
17	18	19	20	21	0	4 1/2
24	25	26	27	28	5	5
31					1	1
<b>September</b>						
	1	2	3	4	4	4
<del>7</del>	8	9	10	11	4	4
14	15	16	17	18	5	5
21	22	23	24	25	5	5
28	29	30			3	3
<b>October</b>						
			1	2	2	2
5	6	7	8	9	5	5
12	13	14	15	16	5	5
19	20	21	22	Q	5	5
<del>26</del>	27	28	29	30	4	5
<b>November</b>						
2	3	4	5	6	5	5
9	10	11	12	13	5	5
16	17	18	19	20	4	5
23	24	<del>25</del>	<del>26</del>	<del>27</del>	2	3
30					1	1
<b>December</b>						
	1	2	3	4	4	4
7	8	9	10	11	5	5
14	15	16	17	18	5	5
21	22	<del>23</del>	<del>24</del>	<del>25</del>	2	2
<del>28</del>	<del>29</del>	<del>30</del>	<del>31</del>		0	0
<b>January 2021</b>						
			<del>1</del>		0	0
4	5	6	7	Q	5	5
<del>11</del>	12	13	14	15	4	5
18	19	20	21	22	4	5
25	26	27	28	29	5	5
<b>February</b>						
1	2	3	4	5	5	5
8	9	10	11	12	5	5
<del>15</del>	16	17	18	19	4	5
22	23	24	25	26	5	5
<b>March</b>						
1	2	3	4	5	5	5
8	9	10	11	12	5	5
<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	0	0
22	23	24	25	Q	5	5
<del>29</del>	30	31			2	3
<b>April</b>						
			1	2	2	2
5	6	7	8	9	5	5
12	13	14	15	16	5	5
19	20	21	22	23	5	5
26	27	28	29	30	4	5
<b>May</b>						
3	4	5	6	7	5	5
10	11	12	13	14	5	5
17	18	19	20	21	5	5
24	25	26	27	Q	5	5
<del>31</del>					0	0
<b>June</b>						
	<del>1</del>	2	3	4	0	1/2
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		

<b>August 2020</b>	
10	New Teacher Orientation
13	New Teacher Orientation
17	Teacher Collaboration Day
18	Professional Learning Day
19	Professional Learning Day
20	Teacher Collaboration Day
21	Teacher 1/2 Day Workday
24	First Day of School K-9
25	First Day of School 10-12
<b>September</b>	
7	No School (Labor Day)
14	Early Childhood Professional Learning
24	High School Conferences (4:00-7:30 PM)
<b>October</b>	
5	Early Childhood Professional Learning
15	2-Hour Early Dismissal (Elem/MS/Int Conferences)
20	2-Hour Early Dismissal (Elem/MS/Int Conferences)
23	End of First Quarter
26	No School (Teacher Collaboration Day)
<b>November</b>	
2	Early Childhood Professional Learning
16	No School (Professional Learning Day)
19	High School Conferences (4:00-7:30 PM)
25	No School (Teacher Comp Day)
26-27	No School (Thanksgiving Break)
<b>December</b>	
7	Early Childhood Professional Learning
23-31	No School (Winter Break)
<b>January 2021</b>	
1	No School (Winter Break)
4	Early Childhood Professional Learning
8	End of Second Quarter
11	No School (Teacher Collaboration Day)
18	No School (Professional Learning Day)
<b>February</b>	
1	Early Childhood Professional Learning
11	High School Conferences (4:00-7:30 PM)
15	No School (Teacher Comp Day)
25	2-Hour Early Dismissal (Elem/MS/Int Conferences)
<b>March</b>	
1	Early Childhood Professional Learning
2	2-Hour Early Dismissal (Elem/MS/Int Conferences)
15-19	No School (Spring Break)
26	End of Third Quarter
29	No School (Teacher Collaboration Day)
<b>April</b>	
5	Early Childhood Professional Learning
22	High School Conferences (4:00-7:30 PM)
26	No School (Professional Learning Day)
<b>May</b>	
3	Early Childhood Professional Learning
28	End of Fourth Quarter
28	2-Hour Early Dismissal (Last Day)
30	High School Graduation
31	No School (Memorial Day)
<b>June</b>	
1	No School (Teacher 1/2 Day Workday)



**2021-2022**

**School Calendar**

**Start-Finish**  
August 23<sup>rd</sup> – May 26<sup>th</sup>

**Summary of Calendar**  
Days in Classroom: 176  
Total Student Hours: 1119.84

Q1 =	44
Q2 =	43
Q3 =	47
Q4 =	42

**Calendar Legend**

	Start/End
	Quarter
	No School
	2-Hour Early Dismissal
	Holidays/Breaks/Comp Days
	Teacher Collaboration Day
	Teacher 1/2 Day Workday
	New Teacher Orientation
	Early Childhood Prof Learning
	Professional Learning Day
	High School Conferences

**Linn-Mar Days**

- 176 School Days
  - 5 Teacher Collaboration Days
  - 1 Teacher 1/2 Day Workday (x2)
  - 5 Professional Learning Days
  - 2 Personalized Prof Learning Days
  - 2 Comp Days (Nov 24 & Feb 14)
- 191 Total**

**Make Up Days for Cancellations**

First: May 27, 2022  
Additional: May 31, June 1-3

M	T	W	Th	F	Student Days	Teacher Days
<b>August 2021</b>						
2	3	4	5	6	0	0
9	10	11	12	13	0	0
16	17	18	19	20	0	4 1/2
23	24	25	26	27	5	5
30	31				2	2
<b>September</b>						
		1	2	3	3	3
<del>6</del>	7	8	9	10	4	4
13	14	15	16	17	5	5
20	21	22	23	24	5	5
27	28	29	30		4	4
<b>October</b>						
				1	1	1
4	5	6	7	8	5	5
11	12	13	14	15	5	5
18	19	20	21	Q	5	5
<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>	<del>29</del>	4	5
<b>November</b>						
1	2	3	4	5	5	5
8	9	10	11	12	5	5
<del>15</del>	16	17	18	19	4	5
22	23	<del>24</del>	<del>25</del>	<del>26</del>	2	3
29	30				2	2
<b>December</b>						
		1	2	3	3	3
6	7	8	9	10	5	5
13	14	15	16	17	5	5
20	21	22	<del>23</del>	<del>24</del>	3	3
<del>27</del>	<del>28</del>	<del>29</del>	<del>30</del>	<del>31</del>	0	0
<b>January 2022</b>						
3	4	5	6	Q	5	5
10	11	12	13	14	5	5
<del>17</del>	18	19	20	21	4	5
<del>24</del>	25	26	27	28	4	5
31					1	1
<b>February</b>						
	1	2	3	4	4	4
7	8	9	10	11	5	5
<del>14</del>	15	16	17	18	4	5
21	22	23	24	25	5	5
28					1	1
<b>March</b>						
	1	2	3	4	4	4
7	8	9	10	11	5	5
<del>14</del>	<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	0	0
21	22	23	24	Q	5	5
<del>28</del>	29	30	31		3	4
<b>April</b>						
				1	1	1
4	5	6	7	8	5	5
11	12	13	14	15	5	5
18	19	20	21	22	5	5
<del>25</del>	26	27	28	29	4	5
<b>May</b>						
2	3	4	5	6	5	5
9	10	11	12	13	5	5
16	17	18	19	20	5	5
23	24	25	Q	<del>27</del>	4	4 1/2
<del>30</del>	31				0	0
<b>June</b>						
		1	2	3		
6	7	8	9	10		
13	14	15	16	17		

<b>August 2021</b>	
9	New Teacher Orientation
12	New Teacher Orientation
16	Teacher Collaboration Day
17	Professional Learning Day
18	Professional Learning Day
19	Teacher Collaboration Day
20	Teacher 1/2 Day Workday
23	First Day of School K-9
24	First Day of School 10-12
<b>September</b>	
13	Early Childhood Professional Learning
6	No School (Labor Day)
23	High School Conferences (4:00-7:30 PM)
<b>October</b>	
4	Early Childhood Professional Learning
14	2-Hour Early Dismissal (Elem/MS/Int Conferences)
19	2-Hour Early Dismissal (Elem/MS/Int Conferences)
22	End of First Quarter
25	No School (Teacher Collaboration Day)
<b>November</b>	
1	Early Childhood Professional Learning
15	No School (Professional Learning Day)
18	High School Conferences (4:00-7:30 PM)
24	No School (Teacher Comp Day)
25-26	No School (Thanksgiving Break)
<b>December</b>	
6	Early Childhood Professional Learning
23-31	No School (Winter Break)
<b>January 2022</b>	
3	Early Childhood Professional Learning
7	End of Second Quarter
17	No School (Teacher Collaboration Day)
24	No School (Professional Learning Day)
<b>February</b>	
7	Early Childhood Professional Learning
10	High School Conferences (4:00-7:30 PM)
14	No School (Teacher Comp Day)
24	2-Hour Early Dismissal (Elem/MS/Int Conferences)
<b>March</b>	
1	2-Hour Early Dismissal (Elem/MS/Int Conferences)
7	Early Childhood Professional Learning
14-18	No School (Spring Break)
25	End of Third Quarter
28	No School (Teacher Collaboration Day)
<b>April</b>	
4	Early Childhood Professional Learning
21	High School Conferences (4:00-7:30 PM)
25	No School (Professional Learning Day)
<b>May</b>	
2	Early Childhood Professional Learning
26	End of Fourth Quarter
26	2-Hour Early Dismissal (Last Day)
27	No School (Teacher 1/2 Day Workday)
29	High School Graduation
30	No School (Memorial Day)

### 19-20 Bus Bid Summary

BUS	ENGINE	THOMAS BUS SALES (Thomas)	SCHOOL BUS SALES (Bluebird)
77 Pass Conventional Seatbelts/midship luggage	LPG	No Bid	115140
78 Pass Transit Seatbelts/midship luggage	Diesel	No Bid	111006
84 Pass Transit Seatbelts/midship luggage	Diesel	No Bid	119277

Low Bid

**Transportation Department 19-20 Bus Purchase Recommendation:**

Equipment type	Price Each	# Units	Sub Total
Bluebird 78 Transit, Diesel	111006	2	222012
Bluebird 84 Transit, Diesel	119277	2	238554
<b>Total</b>		<b>4</b>	<b>460566</b>

**NOTE:**

Bus prices include option pricing for midship luggage bays (\$2100 each for transit bus and \$1910 for Conventional).

**19-20 Bus Bid Detail**

BUS	THOMAS BUS SALES (Thomas)	SCHOOL BUS SALES (Bluebird)	Order Configuration
<b>77 Pass Conventional</b> LPG  <b>Options:</b> Mid ship luggage Vandal locks	No bid submitted		
		\$114,140	
		\$113,230	
		\$1,910	
		\$2,100	
<b>Sub Total per bus</b>	<b>\$0</b>		
		<b>Purchase 0</b>	
<b>78 Pass Transit</b> Diesel  <b>Options:</b> Mid ship luggage Vandal locks	No bid submitted		
		\$109,816	
		\$108,906	
		\$2,100	
		\$2,100	
<b>Sub Total per bus</b>	<b>\$111,006</b>		
		<b>Purchase 2</b>	<b>\$222,012</b>
<b>84 Pass Transit</b> Diesel  <b>Options:</b> Mid ship luggage Vandal locks	No bid submitted		
		\$118,157	
		\$117,177	
		\$2,100	
		\$2,100	
<b>Sub Total per bus</b>	<b>119277</b>		
		<b>Purchase 2</b>	<b>238554</b>
		<b>Total Purchase (4)</b>	<b>\$460,566</b>

w/3 position lap/shoulder belts= \$365/seat X 26 = 9490  
 w/2 position lap/shoulder belts= \$35 deduct per seat x 26 = -910

3 position lap/shoulder belts= \$365/seat X 26 = 9490  
 2 position lap/shoulder belts= \$35 deduct per seat x 26 = -910

3 position lap/shoulder belts= \$365/seat X 28 = 10228  
 2 position lap/shoulder belts= \$35 deduct per seat x 28 = -980

Low Bid



Inspire Learning.  
Unlock Potential.  
Empower Achievement.

**School Board Work Session Minutes  
January 13, 2020**

**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: Buchholz, Isenberg, Morey, Nelson, Wall, and Weaver. Absent: Lausen. Administrators in Attendance: Bisgard and Anderson.

**200: Adoption of the Agenda *Motion 093-01-13***

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

**300: Closed Session**

**301: Motion to Move into Closed Session *Motion 094-01-13***

**MOTION** by Wall to move into closed session at 5:01 PM as provided in Section 21.5(1)(j) of Iowa Code to discuss the purchase of particular real estate. Second by Weaver. Roll call vote, all ayes. Motion carried.

*Lausen arrived at 5:02 PM.*

**302: Motion to Return to Open Session *Motion 095-01-13***

**MOTION** by Lausen to return to open session at 5:53 PM. Second by Isenberg. Roll call vote, all ayes. Motion carried.

**400: Open Session**

**401: Adjournment *Motion 096-01-13***

**MOTION** by Wall to adjourn the work session at 5:54 PM. Second by Weaver. Voice vote, all ayes. Motion carried.

---

Sondra Nelson, Board President

---

JT Anderson, Board Secretary/Treasurer

**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: Buchholz, Isenberg, Lausen, Morey, Nelson, Wall, and Weaver. Administrators in Attendance: Bisgard, Wear, Breitfelder, Anderson, and Fry.

**200: Adoption of the Agenda *Motion 097-01-13***

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

**300: Public Hearing** – *Refer to Exhibit 601.1*

A public hearing was held regarding the plans and specifications for the Oak Ridge Track Project. No public comments were received.

**400: Audience Communications:** No audience communications were received.

**500: Informational Reports**

**501: Board Visits to High School and Wilkins Elementary**

Board members enjoyed their annual visits to the high school and Wilkins Elementary. Both buildings were very welcoming. It is great to see students and staff interacting during their school day. The board was very impressed with the sensory path at Wilkins.

**502: Marion City Council Meetings (Dec 19 and Jan 9)**

The only agenda items relating to the district during the Dec 19<sup>th</sup> and January 9<sup>th</sup> meetings was the approval of a new subdivision located west of Winslow Road and south of County Home Road.

**503: CTE Committee**

Morey reported on the January 8<sup>th</sup> Career & Technical Education Committee meeting; which included pre-planning for the 2020-21 school year. The committee also collaborated to identify future needs and ways to increase student enrollment in the CTE programs.

**504: Leader in Me – Exhibit 504.1**

Amanda Potter, Principal of Wilkins Elementary, and staff presented information on the Leader in Me program. Leader in Me focuses on teaching leadership skills to every student and inspiring students to see leadership qualities in themselves. The current focus is to develop the program at the staff level this year, with an official building-wide kickoff in the fall of 2020.

**505: Cabinet Update – Exhibit 505.1**

Superintendent Bisgard shared highlights from the Cabinet Update, drawing attention to the various community outreach activities. Bisgard also reported that postings are up for hiring replacement principals for Echo Hill and Linn Grove, with the goal of interviews beginning in February. Information on the IASB Day on the Hill event in Des Moines (Jan 28<sup>th</sup>) was also shared, with a request that board members RSVP by January 17<sup>th</sup>.

## **600: Unfinished Business**

### **601: Approval of Oak Ridge Track Project – Exhibit 601.1 *Motion 098-01-13***

**MOTION** by Lausen to approve the plans and specifications of the Oak Ridge Track Project to be let for bids on February 4th at 2:00 PM. Second by Morey. Voice vote, all ayes. Motion carried.

### **602: Discussion on the 2020-21 School Start Times**

Superintendent Bisgard facilitated further discussion with the board on the proposed start times for the 2020-21 school year. Previous discussions focused on Option A; which is a three-tiered, grade-level, start time plan with elementary starting at 7:50 AM, intermediate and middle school starting at 8:25 AM, and high school starting at 8:55 AM. Bisgard presented another option (Option B); which is also a three-tiered, grade-level start time plan that would have intermediate and middle school starting at 7:50 AM, followed by elementary at 8:25 AM, and high school at 8:55 AM. The reasoning behind Option B is to cover busing at the intermediate/middle school levels, which requires the most vehicles for school and after-school activities and addresses concerns regarding early start times for elementary students and daycare challenges. The discussion included reminders to ensure the final decision be based on academic research regarding student learning times and cost efficiency.

## **700: New Business**

### **701: Establishment of Public Hearing *Motion 099-01-13***

**MOTION** by Lausen to approve setting a public hearing for 7:00 PM on January 27, 2020, for approval of the plans and specifications regarding the Wilkins Elementary Renovation Project. Second by Buchholz. Voice vote, all ayes. Motion carried.

### **702: Establishment of Public Hearing *Motion 100-01-13***

**MOTION** by Lausen to approve setting a public hearing for 7:00 PM on January 27, 2020, for approval of the plans and specifications regarding the Indian Creek Elementary Renovation Project. Second by Weaver. Voice vote, all ayes. Motion carried.

### **703: Establishment of Public Hearing *Motion 101-01-13***

**MOTION** by Lausen to approve setting a public hearing for 7:00 PM on January 27, 2020, for approval of the plans and specifications regarding the Bowman Woods Roof Project. Second by Weaver. Voice vote, all ayes. Motion carried.

### **704: At-Risk/Dropout Prevention 2020-21 *Motion 102-01-13***

**MOTON** by Lausen to approve the 2020-21 At-Risk/Dropout Prevention modified, supplemental application in the amount of \$1,320,186 and for this amount to be submitted to the School Budget Review Committee for consideration of increased spending authority. Second by Wall. Voice vote, all ayes. Motion carried.

### **705: Early Graduation Requests – Exhibit 705.1 *Motion 103-01-13***

**MOTION** by Buchholz to approve the early graduation requests, as presented. Second by Lausen. Voice vote, all ayes. Motion carried.

Levi Burkle	Will Greif	Brevenn La Beaux	Megan Wittenburg
Nickolas Childress	Alayna Hart	Christian Masters-Christy	
Ryan Christenson	Krissy Horton	Cordell Randle-Kennedy	
Jacob Devereux	Elle Johnson	Hannah Velazquez	



706: Approval of Grant **Motion 104-01-13**

**MOTION** by Wall to approve the acceptance of a \$5,000 grant (*Per LM Board Policy 802.7 Gifts, Grants, and Bequests*) from Stephen and Julie Starnes, designated for the high school football program. Second by Lausen. Voice vote, all ayes. Motion carried.

707: Open Enrollment Requests **Motion 105-01-13**

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

***Approved IN***

Name	Grade	Resident District	Reason
Krohse, Elijah	9 <sup>th</sup>	Marion Independent	Good cause
Owens, Ateagan	5 <sup>th</sup>	Cedar Rapids CSD	Good cause

***Approved OUT***

Name	Grade	Resident District	Reason
Dunmoyer, Alyssa	9 <sup>th</sup>	Alburnett CSD	Good cause
Bertram, Cecilia	3 <sup>rd</sup>	Marion Independent	Good cause
Bertram, Eleanor	K	Marion Independent	Good cause

***Denied OUT***

Name	Grade	Resident District	Reason
Luth, Ethan	10 <sup>th</sup>	Alburnett CSD	No good cause
Wilson, Lorelei	9 <sup>th</sup>	Cedar Rapids CSD	No good cause

800: Consent Agenda **Motion 106-01-13**

**MOTION** by Wall to approve the consent agenda, as presented. Second by Morey. Voice vote, all ayes. Motion carried.

801: Personnel

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

Name	Assignment	Dept Action	Salary Placement
Atwater, Susan	From HS Mentor Coach to Compass Science Teacher	1/14/20	Same
Bekebrede, Dana	EX: Language Arts Teacher	1/2/20	BA Step 1
Boyd, Cheyenne	BW/NE: Early Childhood Special Education Teacher	1/22/20	BA Step 1
Welsh, Jennifer	NE: Kindergarten Teacher	1/2/20	BA Step 1

***Certified Staff: Resignation***

Name	Assignment	Dept Action	Reason
Mooney, Lisa	HS: Student Assistance Counselor	6/4/20	Retirement

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

Name	Assignment	Dept Action	Salary Placement
Alaniva, Tracey	WF: From Nutrition Serv to Part-Time General Ed Asst	1/2/20	LMSEAA II, Step 10
Anderson, Diane	NS: From HS to WF General Help	1/2/20	Same
Bennett, Richard	WF: Custodian	12/18/19	SEIU C, Step 1
Blazek, Ann	NE: From Part-Time to Full-Time Student Support Assoc	12/9/19	Same
Eagle, Benjamin	AC: Aquatic Instructor/Academic Aquatic Instructor	1/2/20	\$13 / \$15 hour
Fosnaugh, Corrine	AC: Academic Aquatic Instructor	12/16/19	\$15/hour
Harper, Demetrius	EX: Student Support Associate	1/7/20	LMSEAA II, Step 6
Harrington, Valerie	HS: From Student Support Assoc to Student Supervisor	12/16/19	\$15/hour
Kettelkamp, William	TR: From Substitute to Regular Sub Bus Driver	12/10/19	Same
Liske, Peggy	WE: Student Support Associate	1/2/20	LMSEAA II, Step 10

Name	Assignment	Dept Action	Salary Placement
Majjari, Deepthi	OR: Student Support Associate	12/9/19	LMSEAA II, Step 6
Melsha, Sarah	OR: Student Support Associate	12/17/19	LMSEAA II, Step 6
Peddicord, Tricia	NE: From Student Support Assoc to Building Secretary	1/20/20	LMSEAA IV, Step 15
Thatcher, Jane	EH: Student Support Associate	1/14/20	LMSEAA II, Step 10
Williams, Deborah	OR: Student Support Associate	1/15/20	LMSEAA II, Step 10

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Axtell, Ashley	OR: Student Support Associate	1/24/20	Personal
Behrens, Jacqueline	NS: HS General Help	12/20/19	Personal
Long, Kimberly	LRC: Total Access/Accounting Assistant	12/11/19	Personal
Lorenz, Leslie	District: ELL Associate	1/8/20	Relocation
Melsha, Sarah	OR: Student Support Associate	1/7/20	Personal
Merrill, Dan	EH: Lead Custodian	3/3/20	Retirement
Murphy, Jenna	OR: Student Support Associate	12/20/19	Personal
Pratchett, Katherine	HS: Student Supervisor	12/13/19	Other Employment
Shelton, Tiffany	HS: Student Support Associate	1/10/20	Personal
Wilkerson, Diana	Success Center: Student Support Associate	12/20/19	Personal

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

Name	Assignment	Dept Action	Salary Placement
Anderson, Jake	HS: Assistant Varsity Girls Track Coach	12/17/19	\$2,890
Armstrong, Tim	HS: Assistant Varsity Girls Track Coach	12/17/19	\$2,890
Larson, Amanda	HS: Assistant Varsity Girls Track Coach	12/17/19	\$2,890
Noll, Hannah	OR: Assistant 7 <sup>th</sup> /8 <sup>th</sup> Gr Girls Track Coach	12/2/19	\$2,894
Peter, Brandi	EX: Head Girls Swimming Coach	10/14/19	\$3,255
Peter, Brandi	EX: Head Boys Swimming Coach	11/1/19	\$3,255
Ward, Elizabeth	HS: Head JV Girls Soccer Coach	3/23/20	\$3,255
Winn, Sydney	EX: Assistant Boys Swimming Coach	12/2/19	\$2,894

**Co/Extra-Curricular: Resignation**

Name	Assignment	Dept Action	Reason
Czarnecki, Mike	HS: Head 9 <sup>th</sup> Gr Baseball Coach	12/19/19	Personal
Wright, Cole	HS: Head 9 <sup>th</sup> Gr Baseball Coach	12/19/19	Personal

802: Approval of December 9th Minutes – Exhibit 802.1

803: Approval of Bills – Exhibits 803.1

804: Approval of Contracts – Exhibits 804.1-18

1. Private placement engagement representative agreement with Piper Jaffray
2. Engagement agreement with Ahlers & Cooney, P.C., to serve as bond counsel
3. Farm lease with RJ Carson and Picket Fence Family Farms
4. Change order #006 with Larson Construction for Boulder Peak Intermediate
5. Change order #003 with Knutson Construction for Hazel Point Intermediate
6. Agreement with City of Cedar Rapids for crossing guards
7. Agreement with Gallagher Benefit Services
8. Agreement with Goodwill of the Heartland
9. Subscription agreement with Renaissance for myIGDIs
10. Student teaching agreement with Cornell College for 2020-21
11. Commercial licensing agreement with Charles Anderson, VP of Sales, Ohiopyle Prints, Inc.
12. One-year agreement with Ohiopyle Prints, Inc.

13. Independent contractor agreement with Megan Callahan
14. Independent contractor agreement with Michelle Colton
15. Independent contractor agreement with David Dickey
16. Independent contractor agreement with Emma Erner
17. Independent contractor agreement with Carol Tralau
18. Agreement with Franklin Covey for Wilkins' Leader in Me Program
19. Interagency agreements for special education with Cedar Rapids CSD (5), Iowa City CSD (2), Mt Vernon CSD (2), and Springville CSD (2). *For student confidentiality, exhibits not provided.*

**805: Informational Items – Exhibits 805.1-2**

1. School Finance and Cash Balance Reports as of 11/30/18
2. School Finance and Cash Balance Reports as of 11/30/19

**806: Disposition of Obsolete Equipment**

Per Iowa Code (§§ 297.22-25) and school board policy 902.6, the district will list for sale obsolete equipment and furnishings on GovDeals.com. *Items for sale: children's ADA walkers (2).*

**900: Board Calendar, Communications, and Committees**

**901: Board Communications & Calendar**

Weaver extended words of thanks to Lisa Mooney for her dedication and compassion as she plans to retire at the end of the school year.

Date	Time	Event	Location
January 14	Noon & 5:30 PM	Lion Learning with Superintendent Bisgard	LRC Boardroom
January 16	10:00 AM	Compass Academic Celebration	LRC Gym
January 23	7:30 AM	Finance/Audit Committee	LRC Room 203 Conference Room
January 23	11:30 AM	Marion State of the City Luncheon	CR Marriott
January 23	5:30 PM	Marion City Council (Buchholz)	City Hall
January 27	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
January 28	9:00 AM	IASB Day on the Hill	State Capitol & Botanical Garden
January 30	11:30 AM	Board Visit	Success Center
Date	Time	Event	Location
February 6	12:30 PM	Linn County Conference Board (Buchholz)	CR City Building
February 6	5:30 PM	Marion City Council (Lausen)	City Hall
February 10	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
February 20	7:30 AM	Finance/Audit Committee	LRC Room 203 Conference Room
February 20	5:30 PM	Marion City Council (Weaver)	City Hall
February 24	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
February 26	11:30 AM	Policy Committee	Superintendent's Conference Room
February 27	11:30 AM	Board Visit	Compass

**902: Board Committees/Advisories**

Committees/Advisories	2019-20 Representatives
Finance/Audit Committee	Lausen, Morey, and Nelson
Policy/Governance Committee	Isenberg, Wall, and Weaver
Career & Technical Education Advisory Committee (CTE)	Buchholz, Morey, and Nelson
School Improvement Advisory Committee (SIAC)	Isenberg and Morey
Facilities Advisory Committee	Nelson and Weaver

<b>Committees/Advisories</b>	<b>2019-20 Representatives</b>
Iowa BIG Advisory Board	Lausen
Community Promise	Wall
Linn County Conference Board	Buchholz

**1000: Adjournment Motion 107-01-13**

**MOTION** by Buchholz to adjourn the regular meeting at 8:38 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: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
<b>Fund: AQUATIC CENTER</b>		
BMO MASTERCARD	GENERAL SUPPLIES	\$2,801.63
BMO MASTERCARD	TRAVEL	\$493.36
DAKTRONICS, INC	GENERAL SUPPLIES	\$175.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$5,400.74
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$106.40
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$455.03
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$106.40
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$455.03
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$678.66
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$630.83
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$946.76
IOWA SWIMMING, INC (DES MOINES)	GENERAL SUPPLIES	\$1,275.00
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$20.76
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$709.61
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$39.73
ROCHESTER SWIM CLUB ORCAS	TRAVEL	\$417.50
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$251.73
USA SWIMMING/IOWA SWIMMING, INC	GENERAL SUPPLIES	\$1,633.00
	<b>Fund Total:</b>	<b>\$16,602.17</b>
<b>Fund: CAPITAL PROJECTS GO BONDS</b>		
KNUTSON CONSTRUCTION SERVICES	CONSTRUCTION SERV	\$1,442,965.00
OPN ARCHITECTS, INC.	ARCHITECT	\$81,204.20
	<b>Fund Total:</b>	<b>\$1,524,169.20</b>
<b>Fund: DEBT SERVICE</b>		
UMB BANK, N.A.	OTHER PROFESSIONAL	\$1,200.00
	<b>Fund Total:</b>	<b>\$1,200.00</b>
<b>Fund: GENERAL</b>		
ACME TOOLS	INSTRUCTIONAL SUPPLIES	\$115.93
ADCRAFT PRINTING COMPANY	INSTRUCTIONAL SUPPLIES	\$977.90
ADVANCE AUTO PARTS	MAINTENANCE SUPPLIES	\$142.63
ADVANCE AUTO PARTS	TRANSP. PARTS	\$277.60
ADVANTAGE	GENERAL SUPPLIES	\$98.63
AGVANTAGE FS	GASOLINE	\$4,041.91
AHLERS AND COONEY, P.C.	PROF SERV: EDUCATION	\$39.00
AHLERS AND COONEY, P.C.	STAFF WORKSH/CONF	\$50.00
AIRGAS NORTH CENTRAL	INSTRUCTIONAL SUPPLIES	\$171.24
ALL INTEGRATED SOLUTIONS	REPAIR PARTS	\$8.25
ALL INTEGRATED SOLUTIONS	TRANSP. PARTS	\$7.55
ALLIANT ENERGY	ELECTRICITY	\$73,381.75
AMERICAN SPECIALTIES	OTHER PROFESSIONAL	\$5.22
ANAMOSA COMMUNITY SCHOOLS	TUITION OPEN ENROLL	\$3,531.25
APPLE COMPUTER INC	EQUIPMENT >\$1999	\$3,500.00

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$440.00
APPLEBY & HORN	MAINTENANCE SUPPLIES	\$33.60
ARNOLD MOTOR SUPPLY	MAINTENANCE SUPPLIES	\$498.90
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$136.05
ASAVIE TECHNOLOGIES INC	COMPUTER SOFTWARE	\$49.95
ASCA	INSTRUCTIONAL SUPPLIES	\$192.23
ASCD	GENERAL SUPPLIES	\$83.28
AUTO-JET MUFFLER	TRANSP. PARTS	\$400.92
B & H PHOTO	GENERAL SUPPLIES	\$542.51
BIG RIGGER BUILDERS INC	VEHICLE REPAIR	\$1,736.47
BILLMAN MELISSA	TRANSP PARENT REIMB	\$199.80
BISGARD SHANNON	TRAVEL	\$20.28
BMO MASTERCARD	COMP/TECH HARDWARE	\$170.68
BMO MASTERCARD	DRUG TESTING	\$125.00
BMO MASTERCARD	DUES AND FEES	\$2,231.45
BMO MASTERCARD	ELECTRICAL SUPPLY	\$453.55
BMO MASTERCARD	EQUIPMENT >\$1999	\$278.99
BMO MASTERCARD	GARBAGE COLLECTION	\$4,343.35
BMO MASTERCARD	GASOLINE	\$50.57
BMO MASTERCARD	GENERAL SUPPLIES	\$3,326.41
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$11,583.27
BMO MASTERCARD	LIBRARY BOOKS	\$66.66
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$527.98
BMO MASTERCARD	OTHER PROFESSIONAL	\$650.00
BMO MASTERCARD	REF & RSRCH MATERIAL	\$146.89
BMO MASTERCARD	SMALL TOOLS	\$38.97
BMO MASTERCARD	STAFF WORKSH/CONF	\$25.00
BMO MASTERCARD	TRANSP PRIVATE CONT	\$100.00
BMO MASTERCARD	TRAVEL	\$7,161.69
BOY SCOUTS OF AMERICA TROOP 360	OTHER PROFESSIONAL	\$3,500.00
BOYLE ALLISON	TRAVEL	\$15.91
BRECKE	OTHER PROFESSIONAL	\$105.00
BRINK EJ	OFFICIAL/JUDGE	\$70.00
BUDGET CAR RENTAL	RENTALS EQUIPMENT	\$1,407.82
BUONADONNA MARGARET	TRAVEL	\$94.38
BURGESS GAYLA	TRAVEL	\$9.36
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$1,521.25
C.J. COOPER & ASSOCIATES	PHYSICALS	\$180.00
CALCARA MARILYN	TRAVEL	\$128.54
CAMP COURAGEOUS	INSTRUCTIONAL SUPPLIES	\$167.20
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$3,950.65
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$411.62
CEDAR RAPIDS COMM SCH DIST	TUITION IN STATE	\$330.80
CEDAR RAPIDS TOOL & DIE	INSTRUCTIONAL SUPPLIES	\$360.00
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$1,072.14

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
CENTRAL CITY COMMUNITY SCHOOL	TUITION OPEN ENROLL	\$7,225.75
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$881.85
CENTURYLINK	TELEPHONE	\$2,201.57
CHIROPRACTIC OF IOWA	PHYSICALS	\$90.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$572.66
CITY OF MARION.	OTHER PROFESSIONAL	\$1,403.52
CLEAR CREEK AMANA COMMUNITY SCHOOL	TUITION OPEN ENROLL	\$7,062.50
COLLECTION	EE LIAB-GARNISHMENTS	\$4,248.80
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$10.00
COOKSLEY DAWN	TRAVEL	\$46.25
CR/LC SOLID WASTE AGENCY	GARBAGE COLLECTION	\$50.69
CRESCENT PARTS & EQUIPMENT CO., INC	MAINTENANCE SUPPLIES	\$972.38
CROWBAR'S	MAINTENANCE SUPPLIES	\$69.14
CUMMINS CENTRAL POWER LLC	VEHICLE REPAIR	\$1,787.25
DEAHL CHAD	OFFICIAL/JUDGE	\$70.00
DEMCO	LIBRARY BOOKS	\$152.69
DVORAK JOHN	OFFICIAL/JUDGE	\$60.00
EC ICDA YOUTH CHOIR CLINIC	INSTRUCTIONAL SUPPLIES	\$210.00
ELECTRONIX	INSTRUCTIONAL SUPPLIES	\$103.00
F & B CAB CO., INC	TRANSP PRIVATE CONT	\$1,177.00
FAMILY & CHILDREN'S SERVICES	PROF SERV: EDUCATION	\$21,034.50
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$417.89
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,976,090.47
FLOOD KEVIN	OFFICIAL/JUDGE	\$60.00
FUTURE LINE	MAINTENANCE SUPPLIES	\$666.84
GOEDKEN SCOTT	TRAVEL	\$106.08
GRANT WOOD AEA	GENERAL SUPPLIES	\$15.40
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$506.55
GRANT WOOD AEA	STAFF WORKSH/CONF	\$960.00
GREENWOOD CLEANING SYSTEMS	MAINTENANCE SUPPLIES	\$1,750.25
HACH COMPANY	INSTRUCTIONAL SUPPLIES	\$300.62
HALVERSON GINGER	TRAVEL	\$122.69
HANDS UP COMMUNICATIONS	INSTRUCTIONAL SUPPLIES	\$260.00
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$1,580.00
HICKS KRISTI	TRAVEL	\$28.78
HOGLUND BUS CO. INC	TRANSP. PARTS	\$229.07
HY-VEE FOOD STORE-8555	INSTRUCTIONAL SUPPLIES	\$57.00
HY-VEE FOOD STORE-8556	GENERAL SUPPLIES	\$41.41
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$1,362.34
IMON COMMUNICATIONS LLC	TELEPHONE	\$3,723.36
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$61,022.86
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$260,925.59
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$61,022.86
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$260,925.59
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$377,391.91

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
IOWA CITY COMMUNITY SCHOOLS	TUITION IN STATE	\$515.88
IOWA PRISON INDUSTRIES	GENERAL SUPPLIES	\$151.14
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$316,354.04
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$474,782.44
IOWA SHARES	EE LIAB-CHARITY	\$28.00
IPEVO INC.	COMP/TECH HARDWARE	\$594.00
ISU BANDS	INSTRUCTIONAL SUPPLIES	\$220.00
JASCHEN JON	OFFICIAL/JUDGE	\$70.00
JC'S TOWING LLP	GENERAL SUPPLIES	\$600.00
JCD REPAIR	INSTRUCTIONAL SUPPLIES	\$247.00
JOHNSTONE SUPPLY	REPAIR PARTS	\$91.83
KENT POSSEHL	OFFICIAL/JUDGE	\$60.00
KONE INC	OTHER PROFESSIONAL	\$7,605.12
LINN-MAR FOUNDATION	EE LIAB-CHARITY	\$223.83
LINN-MAR NUTRITION SERVICES	GENERAL SUPPLIES	\$79.85
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$206.87
LISBON COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$3,531.25
LOVING GUIDANCE INC.	INSTRUCTIONAL SUPPLIES	\$6,895.40
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$243.00
LUENSE BRET	OFFICIAL/JUDGE	\$60.00
LYNCH FORD	TRANSP. PARTS	\$129.92
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5,421.25
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$12,610.60
MADISON NATIONAL LIFE INS. CO., INC	RETIREE INSURANCE	(\$184.00)
MAKE MUSIC INC	INSTRUCTIONAL SUPPLIES	\$350.00
MARCO TECHNOLOGIES, LLC	GENERAL SUPPLIES	\$701.02
MARION JANITORIAL SUPPLY CO	GENERAL SUPPLIES	\$49.67
MEDIACOM	TELEPHONE	\$236.90
MENARDS -13127	SHOP TOOLS/EQUIPMENT	\$78.95
MERCYCARE COMMUNITY PHYSICIANS	PHYSICALS	\$656.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$23,920.27
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$486,502.81
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$18,971.07
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$27,550.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$21,267.58
MIDWAY OUTDOOR EQUIPMENT INC	REPAIR/MAINT SERVICE	\$202.20
MIDWAY OUTDOOR EQUIPMENT INC	SHOP TOOLS/EQUIPMENT	\$249.99
MIDWEST ALARM SERVICES	DUES AND FEES	\$499.93
MIDWEST CARWASH SYSTEMS	REPAIR/MAINT SERVICE	\$701.73
MTI DISTRIBUTING INC	EQUIPMENT REPAIR	\$266.29
NASCO	INSTRUCTIONAL SUPPLIES	\$19.64
NAVIGATE WELLNESS, LLC	OTHER PROFESSIONAL	\$7,500.00
NIELSEN TANNER	INSTRUCTIONAL SUPPLIES	\$400.00
OAKES CODY	OFFICIAL/JUDGE	\$70.00
OFFICE EXPRESS	GENERAL SUPPLIES	\$86.76



## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$187.51
ORKIN PEST CONTROL	Pest Control	\$305.00
PATHWAYS TO READING	INSTRUCTIONAL SUPPLIES	\$396.00
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$234.00
PAXTON PATTERSON LLC	INSTRUCTIONAL SUPPLIES	\$166.00
PEEPLLES JAMAAL	OFFICIAL/JUDGE	\$60.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$623.02
PIZZA HUT OF AMERICA,INC.& AFFIL	INSTRUCTIONAL SUPPLIES	\$47.06
Polk County Sheriff	EE LIAB-GARNISHMENTS	\$711.64
POOL TECH, A WGHK INC, COMPANY	GENERAL SUPPLIES	\$250.00
PROJECT LEAD THE WAY	INSTRUCTIONAL SUPPLIES	\$360.00
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$2,432.38
PUSH-PEDAL-PULL	INSTRUCTIONAL SUPPLIES	\$174.20
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$126.03
RANBARGER ANNA	TRAVEL	\$24.18
REALLY GOOD STUFF, LLC	INSTRUCTIONAL SUPPLIES	\$86.93
RICHARDSON ABIGAIL	OFFICIAL/JUDGE	\$140.00
RIVERSIDE INSIGHTS	INSTRUCTIONAL SUPPLIES	\$2,801.70
ROTARY CLUB OF MARION-EAST CEDAR RAPIDS	DUES AND FEES	\$195.00
ROYAL IMAGING SUPPLIES	GENERAL SUPPLIES	\$382.00
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$192.90
RYAN KEVIN	TRAVEL	\$20.20
SCHAUF ANDREW	OFFICIAL/JUDGE	\$70.00
SCHOOL BUS SALES	TRANSP. PARTS	\$728.30
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$328.47
SEESAW LEARNING, INC	INSTRUCTIONAL SUPPLIES	\$62.49
SENTMAN THAD	TRAVEL	\$24.49
SITSPOTS	INSTRUCTIONAL SUPPLIES	\$72.94
SOCIAL THINKING	INSTRUCTIONAL SUPPLIES	\$493.09
SONOVA USA INC.	INSTRUCTIONAL SUPPLIES	\$244.99
SOUTHEASTERN PERFORMANCE APPAREL	INSTRUCTIONAL SUPPLIES	\$402.32
SPOELSTRA AMY	TRAVEL	\$11.70
SPRINGVILLE COMMUNITY SCHOOLS	TUITION OPEN ENROLL	\$37,365.12
STAMP CAROL	TRAVEL	\$36.39
STRAND ANNA	TRAVEL	\$1.83
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3,477.60
THE SHREDDER	OTHER PROFESSIONAL	\$450.00
THE WELD WORX	REPAIR/MAINT SERVICE	\$200.00
TOBII DYNAVOX LLC	INSTRUCTIONAL SUPPLIES	\$99.00
TRALAU CAROL A.	INSTRUCTIONAL SUPPLIES	\$1,000.00
TRANSPORTATION SECTOR CONSULTANTS	OTHER PROFESSIONAL	\$6,167.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$178,990.64
TRIER KELLY	TRAVEL	\$29.56
TROENDLE MARK	OFFICIAL/JUDGE	\$70.00
TURNER TERRY	OFFICIAL/JUDGE	\$70.00

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
TYLER BUSINESS FORMS	GENERAL SUPPLIES	\$471.68
U.S. CELLULAR	TELEPHONE	\$195.85
U.S. GAMES	INSTRUCTIONAL SUPPLIES	\$1,194.54
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$382.01
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$899.37
URBAN EDUCATION NETWORK	DUES AND FEES	\$400.00
VAN HOECK RON	OFFICIAL/JUDGE	\$70.00
VERIZON WIRELESS	TELEPHONE	\$631.91
VEX ROBOTICS, INC	INSTRUCTIONAL SUPPLIES	\$167.44
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$62,562.56
WAGOR, RICHARD	Professional Educational Services	\$396.00
WALMART	INSTRUCTIONAL SUPPLIES	\$668.09
WELTER STORAGE EQUIPMENT CO INC	GENERAL SUPPLIES	\$877.00
WESSELINK JULIE	Professional Educational Services	\$1,287.00
WEST DELAWARE HIGH SCHOOL	TUITION OPEN ENROLL	\$3,531.25
WEST MUSIC CO	EQUIPMENT REPAIR	\$28.10
WINDSTREAM	TELEPHONE	\$835.38
YOUNG JACOB	TRAVEL	\$25.49
YUSKA BILLY	OFFICIAL/JUDGE	\$60.00
ZIPPY' S SALT BARN LLC	GROUNDS UPKEEP	\$8,195.49
<b>Fund Total:</b>		<b>\$5,938,294.16</b>
<b>Fund: LOCAL OPT SALES TAX</b>		
APPLE COMPUTER INC	COMP/TECH HARDWARE	\$2,646.00
BMO MASTERCARD	COMP/TECH HARDWARE	\$8,222.30
<b>Fund Total:</b>		<b>\$10,868.30</b>
<b>Fund: NUTRITION SERVICES</b>		
COLLECTION	EE LIAB-GARNISHMENTS	\$218.40
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$62,794.31
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$1,213.44
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$5,188.54
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$1,213.44
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$5,188.54
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$5,109.42
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$9,901.82
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$14,860.56
KASPAREK NANCY	UNEARNED REVENUE	\$124.30
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$193.05
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$14,268.96
PAN-O-GOLD BAKING CO.	PURCHASE FOOD	\$3,020.72
RICHIE LISA	UNEARNED REVENUE	\$2.50
RILEY KEVIN OR KELLY	UNEARNED REVENUE	\$207.10
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$2,655.30
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$203.58
VELAZQUEZ MAUREEN	UNEARNED REVENUE	\$116.05

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$620.00
<b>Fund Total:</b>		<b>\$127,105.03</b>
<b>Fund: PHY PLANT &amp; EQ LEVY</b>		
CROELL REDI-MIX INC	GENERAL SUPPLIES	\$671.00
FUTURE LINE	BLDG. CONST SUPPLIES	\$1,260.89
INNOVATIVE MODULAR SOLUTIONS, INC.	OTHER PURCH PROP SER	\$3,354.00
JOHNSTONE SUPPLY	BLDG. CONST SUPPLIES	\$704.11
PLUMBERS SUPPLY COMPANY	BLDG. CONST SUPPLIES	\$1,223.67
TOTAL SCAPES, INC	RENTALS EQUIPMENT	\$100.00
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$6,450.00
<b>Fund Total:</b>		<b>\$13,763.67</b>
<b>Fund: PUB ED &amp; REC LEVY</b>		
COOK FENCE COMPANY	CONSTRUCTION SERV	\$5,855.50
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,664.18
HALL & HALL ENGINEERS INC	ARCHITECT	\$5,606.25
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	\$172.69
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	\$429.50
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$19.87
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$81.61
<b>Fund Total:</b>		<b>\$14,615.06</b>
<b>Fund: STUDENT ACTIVITY</b>		
ADAM BECK	INSTRUCTIONAL SUPPLIES	\$3,500.00
AMBROSY TODD	OFFICIAL/JUDGE	\$124.00
ANKENY SCHOOLS	DUES AND FEES	\$130.00
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$294.00
BALL JAMY	OFFICIAL/JUDGE	\$110.00
BJORNSEN ZACHARY	INSTRUCTIONAL SUPPLIES	\$911.54
BMO MASTERCARD	DUES AND FEES	\$130.00
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$18,971.55
BMO MASTERCARD	STUDENT FEES	\$35.57
BMO MASTERCARD	TRAVEL	\$11,403.57
BROWN DAVID	TRAVEL	\$21.84
BROWN LORI	STUDENT FEES	\$70.00
BRYANT DEMETRUS	OFFICIAL/JUDGE	\$124.00
BSN SPORTS	INSTRUCTIONAL SUPPLIES	\$96.00

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
BURLINGTON COMM. SCHOOL DISTRICT	DUES AND FEES	\$100.00
CALLAHAN MEGAN	INSTRUCTIONAL SUPPLIES	\$200.00
CANTON UNION SCHOOL DISTRICT	DUES AND FEES	\$100.00
CEDAR RAPIDS ATHLETIC OFFICIALS	INSTRUCTIONAL SUPPLIES	\$150.00
CHRISTOPHER SPAULDING	INSTRUCTIONAL SUPPLIES	\$920.00
CLINTON COMM. SCHOOL DISTRICT	DUES AND FEES	\$100.00
CONSERVATION DISTRICTS OF IOWA	DUES AND FEES	\$80.00
DAVID DICKEY	INSTRUCTIONAL SUPPLIES	\$750.00
DAVIS ETHAN	OFFICIAL/JUDGE	\$57.00
DIGMANN LORAS	OFFICIAL/JUDGE	\$95.00
DORNINK	INSTRUCTIONAL SUPPLIES	\$458.00
DOWLING CATHOLIC SCHOOL	DUES AND FEES	\$100.00
DUGGAN KYLE	OFFICIAL/JUDGE	\$100.00
DUMOLIEN JORDAN	OFFICIAL/JUDGE	\$62.00
DVORAK JOHN	OFFICIAL/JUDGE	\$57.00
EMMA ERNER	INSTRUCTIONAL SUPPLIES	\$289.82
ENNEN BRUCE	OFFICIAL/JUDGE	\$200.00
EXTENSIONS DANCE ACADEMY	INSTRUCTIONAL SUPPLIES	\$100.00
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$98.97
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,378.51
FEDERER MICHAEL	OFFICIAL/JUDGE	\$61.60
FERRIS KEVIN	OFFICIAL/JUDGE	\$139.16
FRIDAY MATT	OFFICIAL/JUDGE	\$209.00
GAIL MCINNIS PRODUCTIONS	INSTRUCTIONAL SUPPLIES	\$27,110.93
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$101.23
GRIFFITHS FRED	OFFICIAL/JUDGE	\$66.20
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$134.00
GRIMM VAUGHN	OFFICIAL/JUDGE	\$95.00
HALL ERIK	INSTRUCTIONAL SUPPLIES	\$1,456.79
HANSEN PEGGY	OFFICIAL/JUDGE	\$200.00
HEIDELBAUER CHRISTOPHER	OFFICIAL/JUDGE	\$57.00
HEISLER DOUG	OFFICIAL/JUDGE	\$124.00
HELMRICH RICK	OFFICIAL/JUDGE	\$200.00
HEYING KENNETH	OFFICIAL/JUDGE	\$62.00
HOYT BOB	OFFICIAL/JUDGE	\$50.00
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$1,901.99
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$43.02
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$184.02
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$43.02
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$184.02
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$92.99
INTERSTATE ALL BATTERY CENTER	INSTRUCTIONAL SUPPLIES	\$116.80
IOWA FFA ASSOCIATION	DUES AND FEES	\$74.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$132.44
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$198.77

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
JASPERS JACK	OFFICIAL/JUDGE	\$95.00
JOHNSON BRADLEY DAVID	OFFICIAL/JUDGE	\$95.00
JOSTENS, INC	MISC REVENUE	\$12,243.20
KEITEL PAUL	OFFICIAL/JUDGE	\$95.00
KREITZER GERRALD	INSTRUCTIONAL SUPPLIES	\$800.00
LEMARS COMMUNITY SCHOOL DISTRICT	DUES AND FEES	\$100.00
LOUGHREN PATRICK	OFFICIAL/JUDGE	\$200.00
LUENSE BRET	OFFICIAL/JUDGE	\$57.00
LYNNER CRAIG	OFFICIAL/JUDGE	\$200.00
MARSHALLTOWN HIGH SCHOOL	DUES AND FEES	\$60.00
MCEOWEN TIMOTHY	OFFICIAL/JUDGE	\$200.00
MCMASTER-CARR	INSTRUCTIONAL SUPPLIES	\$51.37
MENKE ROGER	OFFICIAL/JUDGE	\$95.00
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$4,944.57
MONONA GROVE HIGH SCHOOL	DUES AND FEES	\$100.00
MORRISON DALE	OFFICIAL/JUDGE	\$119.00
MORROW JONATHAN	OFFICIAL/JUDGE	\$62.00
NATIONAL FFA ORGANIZATION	INSTRUCTIONAL SUPPLIES	\$363.00
OBERBROECKLING CHRIS	OFFICIAL/JUDGE	\$57.00
OGLE BEN	OFFICIAL/JUDGE	\$200.00
PANTINI ANDY	OFFICIAL/JUDGE	\$75.00
PEORIA PUBLIC SCHOOLS	DUES AND FEES	\$130.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$43.99
PLEASANT VALLEY HIGH SCHOOL	DUES AND FEES	\$100.00
RAGAR JOSH	OFFICIAL/JUDGE	\$143.00
RICHARDSON ABIGAIL	OFFICIAL/JUDGE	\$57.00
ROEN JEFFREY	OFFICIAL/JUDGE	\$129.50
ROOTS IN BLOOM	INSTRUCTIONAL SUPPLIES	\$111.00
RSCHOOL TODAY	DUES AND FEES	\$450.00
SENTERS TRAVIS	INSTRUCTIONAL SUPPLIES	\$105.00
SESKER KENT	OFFICIAL/JUDGE	\$200.00
SHANLEY STEVE	INSTRUCTIONAL SUPPLIES	\$4,550.00
SOUTHARD LINDA	INSTRUCTIONAL SUPPLIES	\$1,285.12
STAHL RICK	OFFICIAL/JUDGE	\$110.00
STAMP SHEA	OFFICIAL/JUDGE	\$200.00
STEITZER MATTHEW	OFFICIAL/JUDGE	\$62.00
TERUKINA CHRISTOPHER	OFFICIAL/JUDGE	\$57.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$58.57
TURNER TERRY	OFFICIAL/JUDGE	\$57.00
VILLARREAL SERGIO	OFFICIAL/JUDGE	\$95.00
VINTON-SHELLSBURG COMM SCHOOL	DUES AND FEES	\$100.00
WALMART	INSTRUCTIONAL SUPPLIES	\$44.38
WEBER FRANCIS	OFFICIAL/JUDGE	\$31.28
WEBER HEATH	INSTRUCTIONAL SUPPLIES	\$901.40
WENSEL MAREK	INSTRUCTIONAL SUPPLIES	\$540.00

# Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria  
Date Range: 01/10/2020 - 01/23/2020

Fiscal Year: 2019-2020

Vendor Name	Description	Check Total
WISE STEVE	OFFICIAL/JUDGE	\$124.00
WORSTER STEVE	OFFICIAL/JUDGE	\$95.00
YANACEK DOUG	OFFICIAL/JUDGE	\$57.00
<b>Fund Total:</b>		<b>\$105,405.73</b>
<b>Fund: STUDENT STORE</b>		
BLOZVICH DEBBIE	MISC REVENUE	\$40.00
BMO MASTERCARD	GENERAL SUPPLIES	\$194.27
BRANDED BILLS LLC	GENERAL SUPPLIES	\$439.95
COLDESI, INC	GENERAL SUPPLIES	\$1,228.98
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$537.00
FINCH JOYCE	MISC REVENUE	\$4.50
FLAGSTAD PETE	MISC REVENUE	\$30.38
HARTLEY KOLE	MISC REVENUE	\$45.00
KAMP KEVIN	MISC REVENUE	\$45.00
KIESEY AVERY	MISC REVENUE	\$40.00
MILLER TODD	MISC REVENUE	\$90.00
<b>Fund Total:</b>		<b>\$2,695.08</b>
<b>Grand Total:</b>		<b>\$7,754,718.40</b>

End of Report



## HOST CONTRACT

Effective January 20, 2020, Linn-Mar Community Schools (“Host”) and Marzano Resources, LLC (“Marzano Resources”) agree that Marzano Resources will provide an Associate to disseminate information to Host in exchange for \$20,950.00 (USD). The parties agree as follows:

1. **Services:** Marzano Resources agrees to provide the services described in Exhibit A—Description of Services.
2. **Compensation:** Host will pay Marzano Resources a total contract amount of \$20,950.00 (USD). Host will provide a purchase order for the total contract amount immediately upon entering the contract. Host will pay Marzano Resources a non-refundable deposit of 20% of the total contract amount, \$4,190.00 (USD), which will be applied toward payment of the total contract amount and invoiced immediately upon executing this Contract. The remaining contract balance of \$16,760.00 (USD) will be invoiced upon completion of the services (See Exhibit B--Schedule of Payments). Host agrees to reimburse any expenses incurred by Marzano Resources that result from Host's delay in providing a purchase order. All payments are due net 30 days from date of invoice. All late payments are subject to a Finance Charge of 1.5% monthly.
3. **Travel Arrangements and Expenses:** The total contract amount includes all travel, lodging, and other incidental expenses incurred by Associate.
4. **Intellectual Property:** Host acknowledges that Marzano Resources or Associate owns the copyrights to all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with the services performed under this Agreement, and that no materials will be developed specifically for Host. Marzano Resources or Associate shall retain all copyrights owned prior to entering this Agreement, and Host may not reproduce any materials not designated reproducible without the express written permission of Marzano Resources. Host is responsible for the reproduction of all handouts and other print materials related to the services, and Host will notify the Associate directly of any deadlines for reproduction.
5. **Audio/Video Equipment:** Host will provide audio/video equipment and technical support for the sessions.
6. **Recording of Presentation:** All audio and video recording is prohibited.
7. **Confidentiality:** Marzano Resources will keep confidential any information or data not generally known to the public it encounters in performing under this Contract. Marzano Resources will require any subcontractors it may hire to keep such data confidential, and proof thereof will be made available upon Host's request.
8. **Termination:** If Host terminates this Contract within 90 days of the workshop for any reason but Force Majeure, Host shall reimburse Marzano Resources for any reasonable business expenses incurred in anticipation of performance of this Contract that exceed the amount of the deposit. Marzano Resources may terminate this Contract if Marzano Resources has not received a purchase order within 30 days of the effective date of this Contract.
9. **Force Majeure:** If events beyond the parties' control, such as acts of God, disaster, war, curtailment or interruption of transportation facilities, acts of terrorism, State Department or other governmental or international agency travel advisory, civil disturbance, interruption or cessation of electrical power, strikes,

disease, epidemic, or any other cause beyond the parties' control which makes it impossible for to perform under this Contract, then Marzano Resources agrees to offer services at a later date, provided such can be rescheduled with Host. Marzano Resources shall have an affirmative duty to notify Host immediately of any circumstance or event that will prevent Marzano Resources from performing under this Contract.

- 10. Indemnity:** Marzano Resources shall indemnify and hold harmless Host from any and all claims, actions, costs, or liabilities arising from Marzano Resources' negligent acts or omissions during the course of performance under this Contract, except those resulting from Host's negligence.
- 11. Notices:** All notices to be given under this Contract shall be sent by certified mail to Marzano Resources, LLC, 555 N. Morton St., Bloomington, Indiana 47404, and to Linn-Mar Community Schools, 2999 N. Tenth Street, Marion, Iowa 52302, or to such address as may be given by either party in writing. Notice shall be deemed given on the date of mailing.
- 12. Governing Law/Venue:** This Contract shall be deemed to have been made in the State of Indiana and shall be construed and enforced in accordance with, and the validity and performance hereof shall be governed by, the laws of the State of Indiana, without regard to conflict of laws principles. Judicial proceedings regarding any matter arising under the terms of this Contract shall be brought solely in the federal or local courts of the State of Indiana.
- 13. Nature of Contract:** Host is engaging Marzano Resources' services as an independent contractor, and nothing in this Contract shall be construed as an agreement for employment. This Contract is non-exclusive, and Marzano Resources may enter into contracts with other parties for professional services similar to those set forth in this Contract.
- 14. Entire Contract:** This Contract and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Contract shall be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Contract shall not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder shall not constitute a waiver of any provision of this Contract or of any subsequent default or breach of the same or a different kind.

This Contract is acknowledged and accepted by Host and Marzano Resources:

_____	_____	_____	_____
Sondra Nelson	Date	Megan Schutz	Date
Board President		Professional Development Manager	
Linn-Mar Community Schools		Marzano Resources, LLC	



**EXHIBIT A  
DESCRIPTION OF SERVICES**

**Service 1:**

**Date:** September 23-24, 2020

**Speaker:** Tammy Heflebower

**Topic:** The New Art and Science of Teaching

**Format:** on-site

**Cost:** \$16,000.00 (\$8,000.00 per day for two days)

**Service 2:**

**Date:** TBD

**Speaker:** TBD

**Topic:** Becoming a High Reliability School

**Format:** Interactive Web Conference

**Cost:** \$1,650.00 per 90-minute session

**Service 3:**

**Date:** TBD

**Speaker:** TBD

**Topic:** Becoming a High Reliability School

**Format:** Interactive Web Conference

**Cost:** \$1,650.00 per 90-minute session

**Service 4:**

**Date:** TBD

**Speaker:** TBD

**Topic:** Becoming a High Reliability School

**Format:** Interactive Web Conference

**Cost:** \$1,650.00 per 90-minute session

**EXHIBIT B  
SCHEDULE OF PAYMENT**

<b>Description</b>	<b>Payments</b>	<b>Expected Invoice Date</b>
<b>Payment 1</b>	\$4,190.00	Upon Execution of Contract
<b>Payment 2</b>	\$12,800.00	September 24, 2020
<b>Payment 3</b>	\$1,320.00	TBD
<b>Payment 4</b>	\$1,320.00	TBD
<b>Payment 5</b>	\$1,320.00	TBD

**CONTACT INFORMATION**

Please fax (866-868-5478) OR scan and email the signed contract, including this page, the PO, and the completed workshop specifications sheet directly to your Marzano Resources representative.

[gail.svoboda@marzanosources.com](mailto:gail.svoboda@marzanosources.com)

Payments, including deposit checks, should be mailed directly to the Business Office:

**Marzano Resources, LLC  
ATTN: Accounts Receivable  
555 North Morton St.  
Bloomington, IN 47404**

**Please provide the following information in both sections:**

**Who will be the contact person for the work?**

Contact: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Fax: \_\_\_\_\_

**Who will receive and pay the invoices?**

Contact: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Fax: \_\_\_\_\_

**Shipping Information (required for resource delivery)**

Shipping Contact: \_\_\_\_\_  
Shipping Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Delivery Date: \_\_\_\_\_  
Delivery Times: \_\_\_\_\_  
Choose one:  Do you have a Delivery Dock?  
 Do you have double doors (for pallet)?  
 Do you require inside delivery?