

Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
Student Achievement: <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	Learning Environments: <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	Staff Development: <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	Community Engagement: <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	Resources: <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT
BOARD WORK SESSION MINUTES
LRC BOARD ROOM
APRIL 20, 2015 @ 5:00 PM**

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 Board Room of the Learning Resource Center (2999 N 10th St, Marion). Roll was taken and it was determined a quorum was present. Board members present: Isenberg, Buchholz, Crawford, Hutcheson, Patterson, and Wilson. Absent: Gadelha. Administration present: Mulholland, Halupnik, Jensen, Anderson, Ramos, Ironside, and Morrison. Absent: K. Christian.

200: REVISION AND/OR ADOPTION OF THE AGENDA Motion 244-04-20

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

300: WORK SESSION/DISCUSSION INFORMATION

301: Elementary Guidance Second Step Program

Exhibit 301.1

Julie Jensen, Executive Director of Student Services, and Elementary Guidance Counselors, Deb Bundy, Cris Southwood, and Kathryn Knudson, updated the Board on the Elementary Guidance Second Step Program. *The Second Step Program directly teaches students the skills to strengthen their ability to learn, have empathy, manage emotions, and solve problems.* Cris Southwood (Novak Elementary) began by sharing examples of the pre-k through first grade curriculum that focuses on social/emotional skills and helping students identify their feelings. Kathryn Knudson (Linn Grove Elementary) shared examples of videos used to teach students how to recognize and name their emotions before they become overwhelming. Deb Bundy (Echo Hill Elementary) presented examples of the problem solving unit which focuses on STEP: Say problem, Think of solutions, Explore consequences, and Pick best solution. This part of the curriculum uses videos, posters, small group discussions, planning worksheets, and role playing scenarios and consequences.

302: Teacher Leadership Update

Exhibit 302.1

Debra Barry and Erin Watts, Teacher Leadership Program Coordinators, shared highlights on the program:

- Teacher Leadership centers on a coaching continuum that begins with consulting and travels through the stages of collaborating and observing to the main focus being coaching. There has been an increase from August to April in the focus moving from the consulting/collaborating stages to the coaching stage.
- Fewer Induction Specialists will be needed for year two of the program due to the intense role the Mentor Coaches share with year one and year two teachers. Two Instructional Coaches have been added to the team whose focus will be on Student Support Services. With these changes, the number of in-school teacher leaders will drop from 150 to 129 in 2015-16.
- There were 168 applicants/interviews for the 129 in-school leadership positions available for year two of the program. Approximately 50% of the year one staff reapplied for year two.
- The number of Model Teachers will increase from 20 to 36 for grades K-12.

- There will be an addition of four (4) Curriculum Facilitators at the middle school level that will focus on science and social studies. During year one the focus was on math/reading only.
- The title of Instructional Strategist will change to Instructional Coach to help with some confusion with other District positions that have similar titles. The title of High School Team Leader will change to High School PLC Facilitator to ensure the title fits the job description.
- Highlights of year two professional development opportunities are: 1) Debra Barry will complete the workshops required to become a Cognitive Coach trainer for the 8-day program; 2) the full-time release staff will attend workshops with Jim Knight offered through Grant Wood AEA, 3) Days 1-4 of Cognitive Coaching will be offered to new hires and administrators, and 4) the staff will attend the Waukee Symposium for the second year and have been asked to present.
- Items in the works are: 1) Teacher Leadership Program handbook, 2) Mentor handbook, and 3) Model Teacher website that includes schedules, electronic requests to observe classrooms, etc.

303: Gateway to Technology and STEM Update

Exhibit 303.1

Bob Read, Director of Middle School Teaching & Learning, and Jeff Frost, Director of High School Teaching & Learning, updated the Board on the middle school Gateway to Technology (Project Lead the Way) and STEM programs. Read shared information on the Gateway to Technology Scale-Up Grant that allowed each middle schools to receive five Vex robotics kits, training for instructors through Iowa State University, the Autodesk Inventor software, and Robot C. Read also shared that the retired volunteers from Rockwell Collins donated towards the purchase of two Vex robotics kits. It is a goal for 2015-16 to raise funding to purchase 24 additional Vex robotics kits and one 3D printer for each middle school. Frost shared information about the High School CTE program, Project Lead the Way, Robotics, and that the High School currently offers six Project Lead the Way courses; but will be offering seven in 2015-16. Read and Frost shared that the students are excited about the course offerings at both the middle and high school levels and that they hope to grow the number of female students in the future.

304: Discussion on IASB Standards of Effective School Boards (Part 2)

To conserve time, the discussion on IASB Standards of Effective School Boards was postponed until the May 4, 2015 work session.

400: ADJOURNMENT **Motion 245-04-20**

Motion by Wilson to adjourn the work session at 6:23 PM. Second by Crawford. Voice vote. Motion unanimously approved.

Tim Isenberg, Board President

Angie Morrison, Board Secretary

Respectfully submitted by:
Gayla Burgess, Admin Assistant
4/20/15

Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
Student Achievement: <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	Learning Environments: <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	Staff Development: <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	Community Engagement: <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	Resources: <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT
BOARD REGULAR SESSION MINUTES
APRIL 20, 2015 @ 7:00 PM
LRC BOARD ROOM**

100: CALL TO ORDER AND DETERMINATION OF A QUORUM

The Linn-Mar Community School District Board of Education regular session was called to order at 7:00 PM in the Board Room of the Learning Resource Center. Roll was taken and it was determined a quorum was present. Board members present: Buchholz, Crawford, Gadelha, Hutcheson, Patterson, Wilson, and Isenberg. Administration present: Mulholland, Halupnik, Jensen, Anderson, Ramos, Ironside, and Morrison. Absent: K. Christian.

200: REVISION AND/OR ADOPTION OF THE AGENDA Motion 246-04-20

Motion by Patterson for the Board to adopt the agenda with the removal of agenda item 704, MIIP Insurance report, due to the absence of Karla Christian. Second by Hutcheson. Voice vote. Motion unanimously approved.

300: AUDIENCE COMMUNICATIONS

400: RESOLUTIONS, OPENING OF BIDS, AND PUBLIC HEARINGS

401: Public Hearing on Hourly Calendar for 2015-16

There was a public hearing regarding basing the 2015-16 calendar, *only*, on hours due to Senate File 277. No comments were received.

500: RECOGNITIONS/PROCLAMATIONS

600: BOARD ANNOUNCEMENTS AND REPORTS

601: Health & Human Development Committee

Walk-In Exhibit 601.1

Julie Jensen, Executive Director of Student Services, reported on the April 8th meeting of the Health & Human Development Committee. Jensen shared that the meeting focused on student allergies for the 2014-15 school year. Out of 7,223 students in the District; 351 have one or more allergies; which is 5% of the student population. District nurses are meeting with building staff to raise awareness of student allergies and what can be done when an allergic reaction occurs. Approximately 15% of first time allergies/allergic reactions occur during school hours. Jensen also shared that the House and Senate passed a bill which would allow school health offices to have epi-pens on hand for treatment of allergic reactions without prescriptions.

602: ERMA Committee

Rick Ironside, Executive Director of Support Services, reported on the April 9th meeting of the ERMA Committee. Ironside shared that Eagle Point Solar from Dubuque, Iowa gave a presentation on solar arrays. Ironside stated that Linn-Mar currently has two solar arrays in use. The committee also discussed options to bundle new construction at the High School to reduce energy consumption and the summer rebate project, which is the Excelsior Middle School boiler upgrade.

603: Marion City Council Meeting

Isenberg reported on the April 9th Marion City Council meeting. There were two issues of interest to the District: 1) rezoning an additional housing area near Echo Hill west of Alburnett Road and south of Echo Hill Road and, 2) passing the ban on nicotine products and electronic vaporizers in city parks and trails; which will not be enforced until after the Swamp Fox Festival (Saturday, September 26th).

604: Policy Committee

Patterson reported on the April 13th Policy Committee meeting sharing that the main change to the 800 series was 803.1 wherein the minimum threshold figures were increased.

605: Coffee Conversation

Gadelha reported on the April 18th Coffee Conversation hosted at Excelsior Middle School. Items of interest were: tour of the Excelsior gym renovations and security upgrades, District budget, school funding, class sizes, the open enrollment process, school resource officers versus security guards, Linn Grove principal replacement, daycare issues, and PTO questions.

700: INFORMATIONAL REPORTS

701: Linn-Mar Foundation Report

Shelley Woods, Executive Director of the Linn-Mar Foundation updated the Board on highlights of the 2014-15 school year:

- This year is the Foundation's 30th anniversary of supporting the District.
- MANE Event was a success with 400 attendees and over \$60,000 raised; which is an increase of \$10,500 over 2013-14.
- A total of \$12,000 has been raised for the Champion of Kids Fund which supports students from lower income families in need of additional funds for AP testing, extra-curricular activities, summer scholarships for District programs, etc.
- The Foundation will award 10 scholarships to graduates for a total of \$8,000.
- The Lion Golf Classic will be held June 5th at Hunters Ridge with 30 teams competing.
- Currently assisting two Linn-Mar class reunions (Class of 1965 and Class of 1975).
- Provides funding for Opera Iowa visits to the seven elementary buildings.
- Provided \$6,000 in funding to the High School Physics/Biotech Department.
- Provided GoFit heart monitors for middle schools (one per student) for use in PE.
- Continually solicit schools to find ways to share funds with all buildings for tech support, literacy materials, eBooks, Stories Alive events, etc.
- Goals for 2015-16 are to provide seed money to the High School for a student writing center and solicit outside grants to support Gateway to Technology in the High School and Middle Schools.
- Recent donation of a grand piano for use at the High School due to support by the Booster Club, Orchestra, Band, and Vocal programs, and 58 individual donors.

- The Endowment fund is up 4.5% and the Foundation draws around \$27,000 to \$29,000 per year to support STEM initiatives. The current Endowment Fund total is approximately \$775,000.000.
- The Booster Club also supports the middle schools and High School in funding opportunities.

702: Update on High School Radio Tower Relocation Project

Exhibit 702.1

Jeri Ramos, Executive Director of Technology Services, updated the Board on the progress of the relocation of the High School radio tower and the tentative schedule for completion. The projected completion date is June 10, 2015.

703: Update on High School Renovation Project

Exhibit 703.1

Chad Schumacher, High School Class Administrator & Renovations Project Manager, updated the Board on the progress of the High School renovation project sharing highlights of the timeline for demolition, phases of construction, relocation and repurposing of offices at the Learning Resource Center to make room for nine classrooms to be used by students beginning in August 2015, and parking issues due to storage of construction materials.

800: SUPERINTENDENT'S REPORT

801: Superintendent's Update

Walk-In Exhibit 801.1

Superintendent Katie Mulholland updated the Board on the day care contract issue with Kids, Inc, the State Solo and Ensemble Band Contest ratings and students named "Best of Center" performers, District of Distinction Award for the SAM program, Iowa School Public Relations Association Awards for District Branding, *We are Linn-Mar* brochure, and District Facebook page, and an update on the Volunteer Program statistics. Mulholland also shared a reminder of the 100-Hour Volunteer Recognition event at Lowe Park on May 21st at noon.

900: UNFINISHED BUSINESS

901: Approval of Hourly Calendar for 2015-16 **Motion 247-04-20**

Motion by Patterson for the Board to approve the Diamond calendar as an hourly calendar for the 2015-16 school year, only, with a return to days for the 2016-17 school year per Senate File 227. Second by Buchholz. Halupnik shared that due to recent legislation and Senate File 227, the innovative calendar and yearly waivers are no longer options and a minimum of 180 days or 1,080 hours are required. Since the District historically exceeds the number of required hours, the previously approved Diamond calendar can remain as is, with the additional notation of hours (1,131/elementary and 1,167 middle/high school) for the 2015-16 school year only and submitted to the Department of Education as an hourly calendar. Voice vote. All ayes except for Gadelha who abstained.

902: Approval of Contract for High School Roof Improvements **Motion 248-04-20** *Exhibit 902.1*

Motion by Patterson for the Board to approve the Notice to Proceed, Notice of Award, and Contract with West Branch & Tipton Roofing Company, Inc., for the High School roof improvements in the amount of \$167,680.00. Second by Hutcheson. Voice vote. Motion unanimously approved.

903: Approval of Contract for Oak Ridge Building Envelope Repairs **Motion 249-04-20**

Exhibit 903.1

Motion by Patterson for the Board to approve the Notice to Proceed, Notice of Award, and Contract with Tricon General Construction for the Oak Ridge Building Envelope Repairs in the amount of \$168,400.00. Second by Hutcheson. Voice vote. Motion unanimously approved.

904: Second Reading of 600 Policy Series – Educational Programs **Motion 250-04-20**

Exhibit 904.1

Motion by Patterson for the Board to approve the second reading of 600 Policy Series – Education Programs, partial listing 600-603.2. Second by Gadelha. Voice vote. Motion unanimously approved.

600 SERIES - EDUCATIONAL PROGRAM

Reviewed 4/15	600 GOALS OF THE EDUCATION PROGRAM
	601 GENERAL ORGANIZATION
Reviewed 4/15	601.1 Type of School Organization
Revised 4/15	601.2 School Calendar
Revised 4/15	601.3 School Day
	602 PROGRAMS OF INSTRUCTION
Revised 4/15	602.1 Basic Instructional Program
Revised 4/15	602.2 Competent Private Instruction
Reviewed 4/15	602.3 Dual Enrollment
Reviewed 4/15	602.4 Summer Programming
Reviewed 4/15	602.5 Special Education
Reviewed 4/15	602.6 Community Education
Reviewed 4/15	602.7 Home School Assistance Program
Reviewed 4.15	602.8 Time Release Program
Reviewed 4/15	602.8-R Administrative Regulations Regarding Time Release Program
Reviewed 4/15	602.9 Extra-Curricular Activities
Reviewed 4/15	602.10 Curriculum Development
Reviewed 4/15	602.11 Curriculum Implementation
Reviewed 4/15	602.12 Curriculum Evaluation
Reviewed 4/15	602.13 Articulation and Alignment of Curriculum
Reviewed 4/15	602.15 Assessment of Student Achievement
Reviewed 4/15	602.17 Career Education
Revised 4/15	602.18 Instruction at a Post-Secondary Educational Institution
Reviewed 4/15	602.20 Global Education
Reviewed 4/15	602.21 Citizenship
Reviewed 4/15	602.22 Academic Freedom
Reviewed 4/15	602.23 Open Enrollment Transfers – Procedures as a Receiving District
Reviewed 4/15	602.24 Open Enrollment Transfers – Procedures as a Sending District
Reviewed 4/15	602.25 Space Requirements for Open Enrollment, Attendance Center Exception Requests
Reviewed 4/15	602.26 Attendance Center Exception Requests
Revised 4/15	602.27 Selection of Instructional Materials
Revised 4/15	602.27 -R1 Administrative Regulations Regarding Selection of Instructional Materials
Revised 4/15	602.28 Instructional Materials Inspection
Reviewed 4/15	602.29 Objection to Instructional Materials
Reviewed 4/15	602.29-R Administrative Regulations Regarding Objection to Instructional Materials
Reviewed 4/15	602.29-E Reconsideration of Instructional Materials Request Form
	603 INSTRUCTIONAL ARRANGEMENTS
Reviewed 4/15	603.2 Class Grouping – Class Size

905: Second Reading of 700 Policy Series – Auxiliary Services Motion 251-04-20 Exhibit 905.1
 Motion by Gadelha for the Board to approve the second reading of 700 Policy Series – Auxiliary Services. Second by Patterson. Voice vote. Motion unanimously approved.

700 SERIES - AUXILIARY SERVICES

	701	TRANSPORTATION
Reviewed 4/15	701.1	Local and State Transportation Regulations
Reviewed 4/15	701.2	Student Conduct on School Transportation
Reviewed 4/15	701.2-R1	Administrative Regulations Regarding Pupils Riding School Transportation
Reviewed 4/15	701.2-R2	Administrative Regulations Regarding Bus Video Monitoring Systems
Reviewed 4/15	701.3	Transportation of Non-School Groups
Reviewed 4/15	701.4	School Transportation Usage by Unassigned Students
Reviewed 4/15	701.5	Transportation of Non-Resident and Non-Public School Students
Reviewed 4/15	701.6	Student Transportation for Extracurricular Activities
Reviewed 4/15	701.7	Summer Programs Bus Service
Reviewed 4/15	701.8	Transportation Insurance Program
Reviewed 4/15	701.10	School Bus Safety Instructions
Reviewed 4/15	701.11	Transportation in Inclement Weather and Emergency Situations
Reviewed 4/15	701.12	Use of School District Vehicles and Fuel
Reviewed 4/15	701.13	District Vehicle Idling
	702	NUTRITION SERVICES PROGRAM
Revised 4/15	702.1	Nutrition Services Program
Reviewed 4/15	702.4	Eligibility for Free or Reduced Cost Meals
Reviewed 4/15	702.4-R	Administrative Regulations Regarding Free or Reduced Price Lunches
Reviewed 4/15	702.5	Vending Machines

1000: NEW BUSINESS

1001: First Reading of 800 Policy Series – Business Procedures Motion 252-04-20 Exhibit 1001.1
 Motion by Patterson for the Board to approve the first reading of the 800 Policy Series – Business Procedures. Second by Gadelha. Voice vote. Motion unanimously approved.

800 SERIES - BUSINESS PROCEDURES

	801	FISCAL MANAGEMENT
Reviewed 5/15	801.1	Planning, Preparation, Requirements and Publication of the Budget
Reviewed 5/15	801.2	Budget Implementation
Reviewed 5/15	801.3	Transfer of Funds
Revised 5/15	801.4	General Fund Revenues and Fund Balance Reporting
Revised 5/15	801.5	Student Activities Fund
Reviewed 5/15	801.6	Inventory and Fixed Assets
Reviewed 5/15	801.7	Internal Controls
Reviewed 5/15	801.7-R	Administrative Regulations Regarding Internal Controls Procedures
	802	INCOME
Reviewed 5/15	802.1	Local, State, Federal, and Miscellaneous Revenue
Revised 5/15	802.3	Educational Supply Fee
Reviewed 5/15	802.3-R	Administrative Regulations Regarding K-12 Supply Fee
Revised 5/15	802.6	Investments
Reviewed 5/15	802.7	Gifts, Grants, and Bequests
Reviewed 5/15	802.8	Depository of Funds
Reviewed 5/15	802.9	Debt
Reviewed 5/15	802.9-R1	Administrative Regulations Regarding Debt Management

Reviewed 5/15	802.9-R2	Administrative Regulations Regarding Post-Issuance Compliance Regulations
Reviewed 5/15	802.10	Cash In School Buildings
803	EXPENDITURES	
Revised 5/15	803.1	Purchasing – Bidding: Goods/Services
Reviewed 5/15	803.1-R	Administrative Regulations Regarding Purchasing
Reviewed 5/15	803.2	Bids and Awards for Construction Contracts
Revised 5/15	803.2-R	Administrative Regulations Regarding Bids and Awards for Construction Contracts
Reviewed 5/15	803.3	District Credit/Procurement Card Use
Reviewed 5/15	803.3-R	Admin Regulations Regarding District Credit Card Use
Reviewed 5/15	803.4	Public Purpose and Use of Public Funds
Reviewed 5/15	803.4-R	Administrative Regulations Regarding Public Purpose and Use of Public Funds
Reviewed 5/15	803.5	Receiving Equipment and Supplies
Reviewed 5/15	803.6	Approval and Payment for Goods and Services
Reviewed 5/15	803.7	Unpaid Warrants
Reviewed 5/15	803.8	Payroll Periods
Reviewed 5/15	803.9	Payroll Deductions
Reviewed 5/15	803.10	Travel Allowance
Reviewed 5/15	803.10-R	Administrative Regulations Regarding Reimbursement for School Related Travel Outside the District
Reviewed 5/15	803.11	Special Assessments
804	REPORTS	
Reviewed 5/15	804.1	Financial Reports and Statements
Reviewed 5/15	804.2	Treasurer's Annual Report
Revised 5/15	804.3	Audits
805	RECORDS	
Reviewed 5/15	805.1	Bonds for Officers and Employees
Revised 5/15	805.2	Care, Maintenance and Disposal of School District Records
806	BUSINESS MANAGEMENT	
Revised 5/15	806.1	Insurance Program and Review
807	EMERGENCY PLANS	
Reviewed 5/15	807.1	Response Plan, Radiological Emergency

1002: Approval of 2015-16 Fee Schedule **Motion 253-04-20** *Exhibit 1002.1*
Motion by Hutcheson for the Board to approve the 2015-16 student fee schedule as presented. Second by Patterson. Anderson stated that the family student supply lists have been pared down and the change in student fees will be communicated to parents/guardians. Anderson also reported that the District has asked for an exemption to not increase meal fees. Voice vote. Motion unanimously approved.

1003: Approval of Bid for Excelsior Gym Floor Renovation **Motion 254-04-20** *Exhibit 1003.1*
Motion by Patterson for the Board to approve the bid from Tricon Construction for floor replacement of the Excelsior Middle School auxiliary gymnasium in the amount of \$108,900.00. Second by Hutcheson. Voice vote. Motion unanimously approved.

1004: Update on FY16 Enrollment Projections & Open Enrollment Requests *Exhibit 1004.1*
Deputy Superintendent Dirk Halupnik updated the Board on enrollment projections and open enrollment requests for the 2015-16 school year. The number of open enrollment requests for 2015-16 is currently 98. The number may still increase until September 1st which is the kindergarten open enrollment request deadline.

1005: Approval of Open Enrollment Requests Motion 255-04-20

Motion by Patterson for the Board to approve the open enrollment requests as presented. Second by Gadelha. Voice vote. Motion unanimously approved.

Open Enroll IN for 2015-16

Name	Grade	Residing District	Reason
Adams, Evan	K	Cedar Rapids	On Time
Allamand, Jadya	7	Marion	On Time
Anderson, Jack	K	Cedar Rapids	On Time
Baer, Ella	K	Cedar Rapids	On Time
Baker, Ayden	6	Marion	On Time
Ballard, Ellie	K	Marion	On Time
Bell, Delaney	K	Cedar Rapids	On Time
Bierman, Draden	K	Center Point-Urbana	On Time
Brown, Brendan	5	Alburnett	On Time
Bruce, Kaylee	10	Marion	On Time
Burbridge, Brielle	K	Cedar Rapids	On Time
Burgin, William	K	Marion	On Time
Cantonwine, Joseph	9	Marion	On Time
Close, Brandon	10	Springville	On Time
Close, Emma	5	Springville	On Time
Close, Sarah	3	Springville	On Time
Cunningham, Ajiyah	5	Marion	On Time
Cunningham, Diamond	4	Marion	On Time
Cunningham, Jaquan	5	Marion	On Time
Danavulapati, Murari	K	Cedar Rapids	On Time
Darrow, Wyatt	K	Marion	On Time
Denton, Riot	K	Cedar Rapids	On Time
Dowling, Kamden	K	Cedar Rapids	On Time
Dunkelberger, Brody	K	Cedar Rapids	On Time
Fassler, Taylor	11	College Community	On Time
Feight, Gracey	K	Marion	On Time
Felton, Nora	K	Springville	On Time
Ferreter, Maxwell	K	Cedar Rapids	On Time
Fillner, Karson	K	Cedar Rapids	On Time
Fletcher, Eli	K	Cedar Rapids	On Time
Fritcher, Sawyer	K	Olin	On Time
Gahlavi, Sarvagya	K	Cedar Rapids	On Time
Gail, Hayden	K	College Community	On Time
Gorman, Reagan	9	Anamosa	On Time
Hamilton, James	K	Central City	On Time
Hancock, Boden	K	Marion	On Time
Handford, Payton	K	Marion	On Time
Hanson, Devyn	4	Mt. Vernon	On Time
Hanson, Isaiah	1	Mt. Vernon	On Time
Hooper, Logan	K	Central City	On Time

Name	Grade	Residing District	Reason
Johnson, Benjamin	1	Cedar Rapids	On Time
Johnson, Natalie	3	Cedar Rapids	On Time
Kennedy, William	1	Cedar Rapids	On Time
Kennedy, Zoe	5	Cedar Rapids	On Time
Ketcham, Aryanah	K	Cedar Rapids	On Time
Kiley, Victoria	K	Cedar Rapids	On Time
Krause, Cora	K	Cedar Rapids	On Time
Lewis, Emma	K	Cedar Rapids	On Time
Luke, Lauren	6	Central City	On Time
Matteson, Milo	K	Marion	On Time
McCoy, Finnigan	K	Cedar Rapids	On Time
Mueller, Reed	K	Cedar Rapids	On Time
Mulnik, Leah	K	Cedar Rapids	On Time
Nguyen, Erich	2	Cedar Rapids	On Time
Nguyen, Patrick	1	Cedar Rapids	On Time
Nieuwsma, Mason	3	Cedar Rapids	On Time
Offerman, Elliot	K	Cedar Rapids	On Time
Ohrt, Rigley	K	Cedar Rapids	On Time
Pohlman, Caroline	K	Marion	On Time
Printy, Carly	8	Cedar Rapids	On Time
Printy, Jared	12	Cedar Rapids	On Time
Qerimi, Mbresa	K	Marion	On Time
Rausch, Charli	K	Alburnett	On Time
Rhatigan, Jaedyn	K	Marion	On Time
Richards, Grace	6	West Delaware	On Time
Rosdail, Tanner	9	Springville	On Time
Scholl, Gwendolynne	K	Cedar Rapids	On Time
Severson, Elysia	8	Belle Plain	On Time
Severson, Isabella	6	Belle Plain	On Time
Simmons, Brooklyn	K	Cedar Rapids	On Time
Smith, Noah	K	Cedar Rapids	On Time
Stagg, Kiara	K	Cedar Rapids	On Time
Star, Semanje	9	Cedar Rapids	On Time
Steffen, Logan	4	Cedar Rapids	On Time
Techau, Maxson	11	Cedar Rapids	On Time
Thomas, Ashtyn	6	Cedar Rapids	On Time
Thotapalle, Sreekar	K	Cedar Rapids	On Time
Timmerman, John	K	Clear Creek Amana	On Time
Trawick, Alyah	8	Marion	On Time
Vorobtsov, Jadon	1	Springville	On Time
Vorobtsov, Natalia	4	Springville	On Time
Washington, Andre	9	Marion	On Time
Wasson, Blake	K	College Community	On Time
Watts, Isabel	K	Marion	On Time

Name	Grade	Residing District	Reason
Wendt, Lily	1	Cedar Rapids	On Time
Wenzel, Camille	K	Cedar Rapids	On Time
White, Jahmel	K	Marion	On Time
Williams, Cole	8	Cedar Rapids	On Time
Williams, Connor	4	Cedar Rapids	On Time
Williams, Corrin	6	Cedar Rapids	On Time
Wilson, Faith	8	Cedar Rapids	On Time
Wilson, Rueben	9	Cedar Rapids	On Time
Winkle, Lindsey	5	Cedar Rapids	On Time
Winkle, Sarah	5	Cedar Rapids	On Time
Zimmerman, Carson	K	Central City	On Time

Denied IN for 2015-16

Name	Grade	Residing District	Reason
Burns, Isaiah	3	Cedar Rapids	Late OE, No Good Cause
Steffen, Jaxon	1	Cedar Rapids	No room in program
Willmott, Anthony	1	Cedar Rapids	Late OE, No Good Cause

1100: CONSENT AGENDA

1101: Personnel

Certified Staff Assignment – Reassignment – Transfer

Name	Assignment	Dept. Action	Salary Placement
Beckler, Miranda	WE: Student Support Services Teacher	August 14, 2015	BA Step 1
Bisgard, Shannon	LRC: Associate Superintendent	July 1, 2015	\$130,000/yr
Cline, Sheryl	HS: Guidance Counselor	August 1, 2015	MA Step 4
Nissen, Lisa	HS: Student Support Services Teacher	August 14, 2015	MA+15 Step 17
Rupe, Angela	BW: Student Support Services Teacher	August 14, 2015	BA+24 Step 4
Thilges, Christopher	HS: Art Teacher	August 14, 2015	BA Step 9
Thurston, Jennifer	HS: Guidance Counselor	August 1, 2015	MA Step 3
Wherry, Daniel	EH: Student Support Services Teacher	August 14, 2015	BA Step 1
Wiley, Sally	BW: Counselor	August 1, 2015	MA Step 9

Classified Staff Assignment – Reassignment – Transfer

Name	Assignment	Dept. Action	Salary Placement
Sterns, Kenni	AC – Aquatic Instructor	April 6, 2015	\$12.00/hr

Classified Staff Resignation

Name	Assignment	Dept. Action	Reason
Anders, Jacklen	OR: NS General Help	April 2, 2015	Personal
Jared, Amy	Success: Student Support Associate	May 15, 2015	Personal
Jared, Scott	Success: Student Support Associate	May 15, 2015	Personal

Extra-Curricular Positions Resignation

Name	Assignment	Dept. Action	Reason
Gass, Ryan	HS: Assistant Varsity Boys Golf Coach	April 6, 2015	Personal

1102: Approval of Minutes from April 6, 2015

Exhibit 1102.1

1103: Approval of Bills

Exhibit 1103.1

1104: Approval of Contracts

Exhibits 1104.1-5

- 1) Memorandum of Understanding with Junior Achievement of Eastern Iowa for the 2015-16 school year.
- 2) Indemnity Agreement with Rockwell Collins to use the Rockwell Collins Recreation Center (800 Collins Rd) on Saturday, May 16th and Sunday, May 17th, 2015 for the High School Post Prom Party.
- 3) Cooperative Agreement for Pre-Service Clinical Placement with the University of Northern Iowa for 2015-16.
- 4) Memorandum of Understanding for Professional Development School Partnership between Mt Mercy University and Bowman Woods Elementary for 2015-16.
- 5) Student Teaching/Field Experience Agreement with Cornell College, Mt Vernon, Iowa for the 2015-16 school year.

~~1105: Approval of Fundraising Requests~~ **REMOVED**

~~Exhibit 1105.1~~

- ~~1) High School JV Poms carwash to be held on June 6th, July 11th, and August 22nd to raise funds to purchase new dance tops for football and basketball games.~~

1106: Board Information

Exhibit 1106.1

- 1) School Finance Report for March 2014
- 2) Cash Balance Report for March 2014
- 3) School Finance Report for March 2015
- 4) Cash Balance Report for March 2015

1107: Items Removed from the Consent Agenda for Separate Action **Motion 256-04-20**

Question raised about the fundraising request being presented outside Board policy deadline and request to remove it from the Consent Agenda. Motion by Buchholz for the Board to remove *Item 1105: Approval of Fundraising Requests* from the Consent Agenda. Second by Hutcheson. Voice vote. Motion unanimously approved.

1108: Approval of the Consent Agenda **Motion 257-04-20**

Motion by Buchholz for the Board to approve the Consent Agenda with the removal of Item 1105: Approval of Fundraising Requests. Second by Hutcheson. Voice vote. Motion unanimously approved.

1200 COMMUNICATIONS, ANNOUNCEMENTS, AND TRANSMITTALS

1201: Communications

- Drake Relays are April 22-26, 2015.
- Linn-Mar Robotics qualified two teams for the FIRST World Championships to be held in St Louis, Missouri, April 22-25.
- Linn-Mar Girls Soccer earned #1 in the Class 3A rankings.

1202: Calendar

Date	Time	Event	Location
April 21 st	11:45 AM	Executive Committee	LRC Office Conf Rm
April 23 rd	5:30 PM	Marion City Council	Marion City Hall
April 27 th	5:30 PM	Construction Advisory	LRC Board Room

Date	Time	Event	Location
April 28 th	7:30 AM	Finance/Audit Committee	LRC Office Conf Rm
April 28 th	5:30 PM	Technology Advisory	LRC Board Room
April 29 th	4:30 PM	Special Education Advisory	LRC Conf Rm 304/305
April 29 th	5:00 PM	Policy Committee	LRC Office Conf Rm
Date	Time	Event	Location
May 4 th	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
May 4 th -8 th		Teacher Appreciation Week	
May 4 th -8 th		School Board Recognition Week	
May 5 th	7:30 AM	Finance/Audit Committee	LRC Office Conf Rm
May 5 th	11:45 AM	Executive Committee	LRC Office Conf Rm
May 6 th	5:00 PM	Career & Technical Education	LRC Board Room
May 7 th	5:30 PM	Marion City Council	Marion City Hall
May 11 th	7:30 AM	LM Staff Recognition Celebration	HS Auditorium
May 11 th	5:00 PM	Board/Superintendent Retreat	LRC Board Room
May 13 th	5:00 PM	Policy Committee	LRC Office Conf Rm
May 14 th	9:00 AM	ERMA Committee	LRC
May 16 th	8:30 AM	Coffee Conversation	Novak Elementary
May 18 th	5:00 PM 7:00 PM	Board Work Session Board Regular Session	LRC Board Room
May 19 th	11:45 AM	Executive Committee	LRC Office Conf Rm
May 20 th	4:00 PM	District Retirement Reception	LRC Board Room
May 21 st	12:00 PM	100 Hour Volunteer Reception	Lowe Park
May 21 st	5:30 PM	Marion City Council	Marion City Hall
May 24 th	1:00 PM	Graduation	US Cellular Center
May 25 th		No School – Memorial Day	
Date	Time	Event	Location
June 2 nd		Last Day of School	

1203: Committees

Committee	Participants
Executive Committee	Tim Isenberg, Barry Buchholz, Katie Mulholland
Finance/Audit Committee	Barry Buchholz, Todd Hutcheson, Elizabeth Wilson, Angie Morrison, JT Anderson, Katie Mulholland
Policy Committee	Rene Gadelha, Tina Patterson, Katie Mulholland
Career & Technical Education	Elizabeth Wilson, Dirk Halupnik
Construction Advisory Council	Barry Buchholz, Rick Ironside, Katie Mulholland
Ed Leader 21	Gadelha, Wilson, Jensen, Halupnik
ERMA (Energy Efficiency)	Todd Hutcheson, Rick Ironside
Equity Advisory	Tina Patterson, Dirk Halupnik, Jeri Ramos
Health & Human Development	Barry Buchholz, Julie Jensen
Legislative	Tina Patterson, Katie Mulholland
Linn-Mar Foundation	Katie Mulholland
School Improvement Advisory	Rene Gadelha, Dirk Halupnik
Special Education Advisory	Tina Patterson, Elizabeth Wilson, Julie Jensen
Technology Advisory	Tim Isenberg, Jeri Ramos

1300: ADJOURNMENT Motion 258-04-20

Motion by Buchholz to adjourn the regular session at 8:46 PM. Second by Hutcheson. Voice vote. Motion unanimously approved.

Tim Isenberg, Board President

Angie Morrison, Board Secretary

Kindergarten–Grade 5 Visual Review of Research

Second Step Program

The Second Step Program Promotes

- School success
- School connectedness
- Safe and respectful school climate

By directly teaching students the skills that strengthen their ability to:

- Learn
- Have empathy
- Manage emotions
- Solve problems

Skills for Learning

- Students who can self-regulate are better able to participate in and benefit from classroom instruction.
- The program promotes development of students' self-regulation skills. It provides practice through games for Kindergarten–Grade 3 and through instruction in Skills for Learning across all grades.
- Skills for Learning are necessary for having empathy, managing emotions, and solving problems. The Skills for Learning are woven into all units.

Empathy

- Being able to feel or understand what another person is feeling prepares students to manage their own strong emotions and solve interpersonal problems with others.
- The program teaches students skills for identifying emotions in themselves and others, labeling these emotions, and taking the perspectives of others.
- These skills are the basis for helpful and socially responsible behavior. Having empathy is also related to academic success.

Emotion Management

- Students who can recognize strong emotions and calm down cope better and are less prone to aggressive behaviors.
- The program teaches students proactive strategies that help prevent strong emotions from escalating into negative behaviors.
- Calm students are better able to use other skills, such as problem solving, to help them get along better with others and make good choices.

Problem Solving

- Students who can solve interpersonal conflicts with peers are less likely to engage in impulsive or aggressive behaviors.
- The program teaches students to use four Problem-Solving Steps after calming down.
- Creating a neutral problem statement, generating safe and respectful solutions, and evaluating the consequences of these solutions steers students toward selecting prosocial solutions.

The Second Step Program Prevents

- Problem behaviors
- Peer rejection
- Impulsivity
- Antisocial behavior
- Low academic achievement

By developing students':

- Self-regulation skills
- Social-emotional competencies
- School connectedness

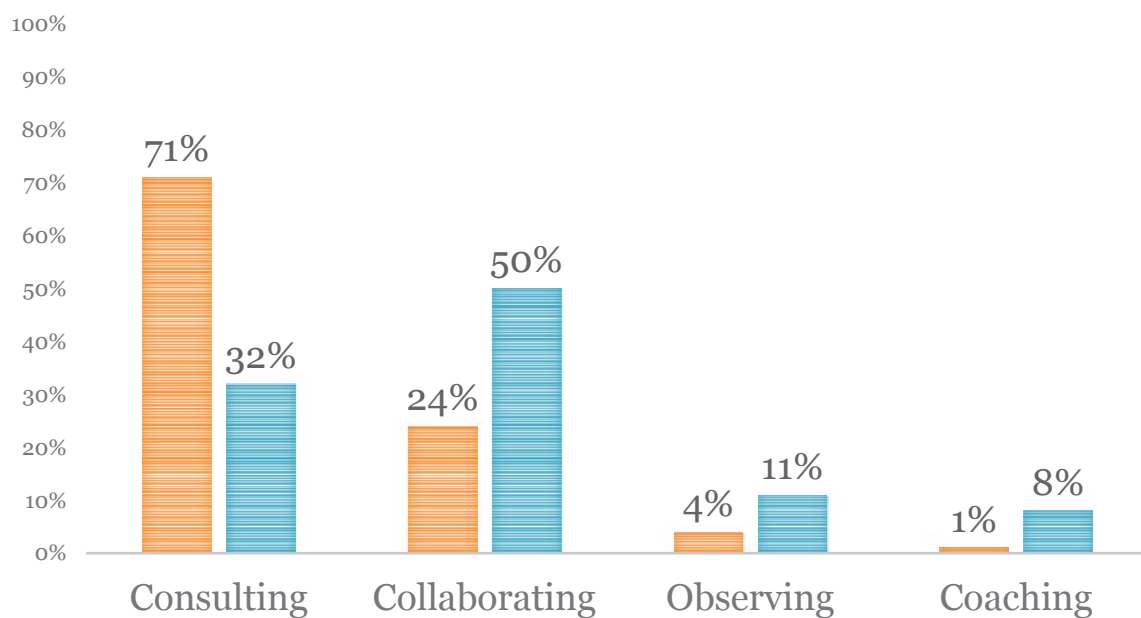
Teacher Leadership Status Report

Spring, 2015



COACHING CONTINUUM

August April



2015-16 Applicants and Interviews

Position	Number of applicants and Interviews	2015/16 positions
Program Coordinator	2	2
Mentor Coach	3	3
Technology Integration Coach	5	5
Instructional Coach	13	13
Curriculum Facilitator	45	31
Model Teacher	66	36
Elementary Program Leader	15	14
High School PLC Facilitator	9	8
Middle School Team Leader	7	6
Course Development Facilitator	3	1
Induction Specialist	TBD	10+
Totals	168	129
25% of teachers for 2015/16 = 122		

2015-16 Staff

Position	2014/15 current positions	2015/16 proposed positions	Changes from Year 1
Program Coordinator	2	2	0
Mentor Coach	3	3	0
Technology Integration Coach	5	5	0
Instructional Coach	11	13	+2
Curriculum Facilitator	27	31	+4
Model Teacher	20	36	+16
Elementary Program Leader	14	14	0
High School Team Leader	8	8	0
Middle School Team Leader	6	6	0
Course Development Facilitator	3	1	-2
Induction Specialist	51	10	-41
Totals	150	129	-21
25% of teachers:	116	122	

Rationale for Changes

~Add two Instructional Coaches in the area of Student Support Services (Special Education) for Instructional and Behavioral Support

~Changing the name of Instructional Strategist to Instructional Coach

~Add 4 Curriculum Facilitators at the middle school level to include science and social studies at both buildings

~Name change the HS Team Leader to HS PLC Facilitator. Position will work with content departments as described in plan. (Changing the name to fit job description in plan)

~Increase model teachers K-12 from 20 to up 36.

~Decrease number of Induction Specialists. We will provide an Induction Specialist only for Year 1 teachers who are not supported by a like content PLC in their own building. Our feedback from current Induction Specialists and Mentor Coaches speaks to not needing them for every new hire, due to the intense role the Mentor Coach plays for year one and year two teachers.

2015/16 TL Professional Development

2015/16 Teacher Leader Professional Development							Professional Development Event
	Su	Mo	Tu	We	Th	Fr	Sa
May						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
June							
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30				
July				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	
Aug							
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
Sept							
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
Oct							
			1	2	3		
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
Nov							
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
Dec							
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26

Jan							1	2
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
Feb								
			1	2	3	4	5	6
	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
Mar								
			1	2	3	4	5	
	6	7	8	9	10	11	12	
	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
April								
						1	2	
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
May								
June								

11 GW Knight: Coaching Coaches, day 2 (D, E, Princ. Of Prog?)
12 GW Knight: Inst. Coaching Imp. Support, day 1 (D, E +4)

3-4 Debra CC Shadowing

3 GW Knight Option: Focus on Teaching, Using Video

5 GW Knight: Inst. Coaching Imp. Support day 2 (D, E +4)

September 2016: Debra CC co-training, LM CC days 5-6
October 2016: Debra CC co-training, LM CC days 7-8

Jim Knight offerings from Grant Wood AEA
Debra obtaining Cognitive Coaching training
Cognitive Coaching at Linn-Mar
PLC Conference
Waukee Symposium

In the Works: TL Program Handbook

What is Teacher Leadership?

Teacher Leadership is an opportunity for teachers to help their colleagues by sharing instructional resources, areas of expertise, and effective teaching strategies in a variety of roles in and out of the classroom setting. Linn-Mar Teacher Leaders work with adult learners, communicate with the staff and community, and have impeccable knowledge of content and pedagogy. Teacher Leadership is a cooperative to improve instructional practice and enhance student learning and achievement.

Rationale for Coaching at Linn-Mar Community Schools

"Instructional coaching is fundamentally about teachers, teacher leaders, school administrators, and central office leaders examining practices in reflective ways with a strong focus on student learning, with results being the ultimate barometer of improvement."

Annenberg Institute for School Reform

Linn-Mar Teacher Leadership Goals

- Capitalize on excellent teacher resources in the District.
- Cultivate and train teachers in the Teacher Leadership Program.
- Infuse best practices and cutting edge learning into the schools via Instructional Coaches and other classroom leaders.
- Institute an adult learning model.
- Improve day-to-day delivery of instruction.
- Make adequate yearly growth in all buildings as outlined in the CSIP plan in the areas of reading, mathematics, science, technology, and safe schools.
- Improve student performance and achievement.

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Pg 2: What is Teacher Leadership
Pg 2: Rationale for Coaching at Linn-Mar Community Schools
Pg 2: Linn-Mar Teacher Leadership Goals
Pgs 3-4: Roles & Responsibilities
Pg 5: Linn-Mar Instructional Coaching Model
Pg 6: Professionalism
Pg 7: Standard Procedures for Instructional Coaches Scheduling Model Teacher Visits
Pg 8: Schedules & Planning
Pg 9: Professional Development
Pg 9: Hours
Pg 9: Housing & Equipment
Pg 10: Other Duties & Procedures
Pg 11: Linn-Mar 2015-16 Calendar Including Teacher Leader Special Dates to Remember
Pg 12: Teacher Leader Contact Information 2015-16
Pgs 13-24: Teacher Leader Biographies
Pg 24: History of Teacher Leadership

Schedules & Planning

- 1) The main responsibility of Teacher Leaders is to work with and for teachers. The expectation is that Teacher Leaders will be in classrooms/buildings meeting with teachers during planning/PLC times.
- 2) Teacher Leaders will have weekly meeting/planning requirements.
- 3) Teacher Leaders will be instructed on how to plan their schedules each week.
- 4) Teacher Leaders will use the *Task Tracker* to help plan/document their weekly schedules.

HIGHLIGHTS:

- Move weekly meetings from Mondays to Tuesdays
 - * Rationale: some levels/buildings would like to have TLs in their meetings
 - * Conflicts with personal/swap time
- Establish "cycle" weeks for the four meetings per month
 - * Housekeeping items are kept to a specific day and don't take over entire meeting
 - * Established time PLC groups bring discussion items to Debra/Erin
- Each cycle week has a specific purpose/topic

"CYCLE" WEEK	TIME	GROUP	TOPIC/PURPOSE
1	8:00-9:00	Instructional Coaches	"Administrator" / Housekeeping Day with Program Coordinators
	9:00-10:00	TICs	
	10:00-11:00	Mentor Coaches	
2	8:00-9:00	Elementary	Data/Rounds Initiatives, new professional learning/info
	9:00-10:00	Middle School	
	10:00-11:00	High School	
3	8:00-8:30 (if needed, otherwise go right into book study and adjourn early)	ALL	Points of interest from level meetings-vertical articulation w/cycle week 2 info
	8:30-9:30		

FRIDAY PLC MEETINGS:

- Friday afternoons: 1:30-3:00 PM
- If time/day conflicts with Coaches being absent, meeting may be moved to another day/time for that week (inform coordinator)
- Up for consideration: Instructional Coaches split 1-2 meetings/month, elementary & secondary possibly every other Friday?

Professional Development

Teacher Leaders will attend trainings designated by the District and Teacher Leader Program Coordinators. Trainings will vary from year-to-year and several books and articles will be part of the training curriculum.

- 1) Weekly trainings will be provided for Teacher Leaders and they will be encouraged to use the resources provided with staff in their own buildings. Full-time Teacher Leaders and in-the-classroom Teacher Leaders will help with various professional development opportunities throughout the year as needed.

Full-time Coaches will participate in PLC meetings at their assigned buildings and PLC on Fridays with other job-a-like Teacher Leaders.

- 2) Check OneDrive for agendas and minutes before and after meetings.

8

In the Works: Mentor Handbook

AUGUST/SEPTEMBER Monthly Instructional Mentor Checklist YEAR 1

1. ☐ Mentee Initial Self-Assessment Profile
2. ☐ Focus on classroom management and strategies
3. ☐ Web page complete
4. ☐ Substitute folder
5. ☐ Schedule/rules posted
6. ☐ Voicemail set-up
7. ☐ Classroom set-up
8. ☐ Keeping track of professional development opportunities

Monthly Mentor Meeting

Scheduled date: _____ ☐ Completed

Monthly PLC/Team Meeting Observation

Scheduled date: _____ ☐ Completed

Classroom observations:

Scheduled date: _____ ☐ Completed

Scheduled date: _____ ☐ Completed

Co-observation of model teacher (classroom management focus)

Scheduled date: _____ ☐ Completed

Upcoming Events:

Linn-Mar Community Schools Mentor Program Year 1 Reflection #1

Referring to the Iowa Teaching Standard #6, complete a self-assessment of your ability to manage your classroom. After your assessment, describe three pieces of evidence that support your placement on the rubric.

Standard 6 – Demonstrates competence in classroom management

Descriptor	Not confident	Fairly confident	Very confident
a. Creates a learning community that encourages positive social interaction, active engagement, and self-regulation for every student.			
b. Establishes, communicates, models, and maintains standards of responsible student behavior.			
c. Develops and implements classroom procedures and routines that support high expectations for all students.			
d. Uses instructional time effectively to maximize student achievement.			
e. Creates a safe and purposeful learning environment.			

Evidence
Artifact #1
Artifact #2
Artifact #3

STEM GTT - PLTW

EXCELSIOR MS – OAK RIDGE MS – LINN MAR HS



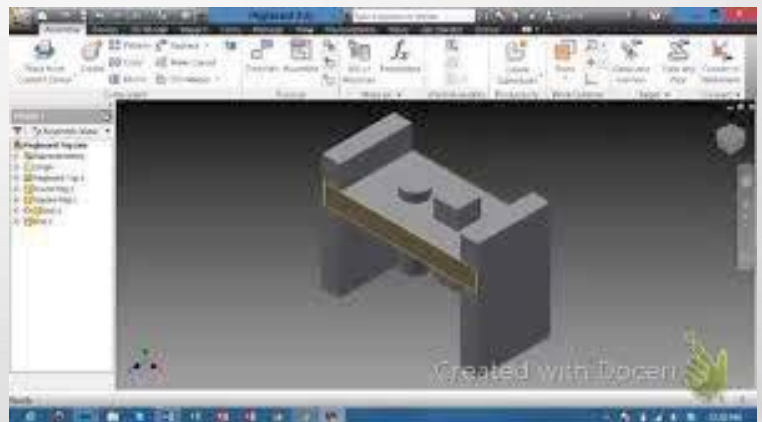
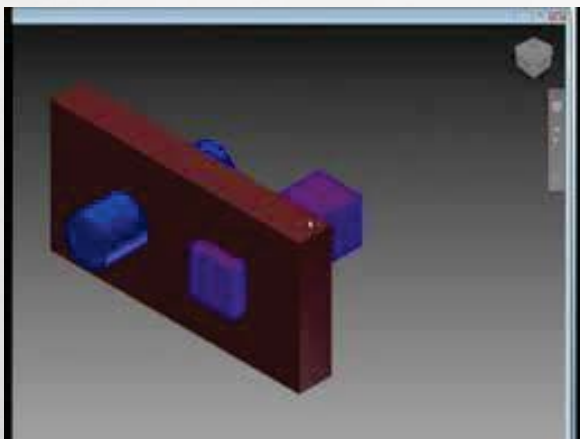
MIDDLE SCHOOL

- **STEM DAY SPEAKERS**
- **GATEWAY TO TECHNOLOGY**

GATEWAY TO TECHNOLOGY 2014-15

- **SCALE – UP GRANT**
 - 5 VEX ROBOTICS KITS
 - TRAINING FOR INSTRUCTORS AT ISU
 - AUTODESK INVENTOR
 - ROBOT C
- **ROCKWELL COLLINS RETIRED VOLUNTEERS**
 - 2 VEX ROBOTICS KITS

DESIGN AND MODELING



GTT 2015-16

- 24 ADDITIONAL VEX ROBOTICS
- 3D PRINTING



HIGH SCHOOL

- CTE
 - AGRICULTURE
 - BUSINESS
 - DESIGN, ENGINEERING & MANUFACTURING
 - FAMILY AND CONSUMER SCIENCE
- PERKINS GRANT
- PARTNERSHIPS
- PROJECT LEAD THE WAY
- ROBOTICS
- SCIENCE
- OTHER



STEM AWARDS



BEST IS YET TO COME!!

- **HIGH SCHOOL RENOVATION**
- **CONNECTION BETWEEN MIDDLE SCHOOL (GTT) AND HIGH SCHOOL**

MEDICATIONS USED TO TREAT ALLERGIC REACTIONS INCLUDE EPINEPHRINE, ANTI-HISTAMINES, and BRONCHODILATORS



PARENT SUPPLIED MEDICATION

SCHOOL	TOTAL ALLERGIES	EPINEPHRINE		ANTIHISTAMINES	
		#	%	#	%
HIGH SCHOOL	74	34	46%	28	38%
EXCELSIOR	48	12	25%	6	12%
OAK RIDGE	35	9	26%	2	5%
BOWMAN WOODS	42	12	29%	11	26%
ECHO HILL	25	14	56%	10	40%
INDIAN CREEK	21	7	33%	4	19%
LINN GROVE	23	10	43%	3	13%
NOVAK	34	19	56%	3	9%
WESTFIELD	22	7	32%	2	9%
WILKINS	27	9	34%	2	7%
TOTAL DISTRICT	351	133	37%	71	20%

DATA REVIEW

- UNREPORTED ALLERGIES
- REPORTED ALLERGIES WITH NO AVAILABLE MEDICATIONS
- CONTINUED EDUCATION
 - PARENTS
 - COMPLETE EMERGENCY PLANS
 - PROVIDE EMERGENCY MEDICATION AT SCHOOL
 - PROVIDE SAFE FOODS
 - STUDENTS
 - SELF ADVOCACY
 - FOOD SAFETY
 - PEER ALLERGY AWARENESS
 - STAFF
 - ALLERGY AWARENESS
 - CLASSROOM MANAGEMENT

HEALTH OFFICES

- INDIVIDUAL HEALTH PLANS, EMERGENCY PROTOCOLS
- ENCOURAGE EMERGENCY MEDICATIONS AT SCHOOL
- EDUCATION FOR PARENT, STUDENTS AND STAFF
- COLLABORATION WITH NUTRITION SERVICES
- FOLLOW FUTURE LEGISLATIVE GUIDELINES FOR STOCK MEDICATIONS IN SCHOOLS



PROJECT TYPE: 155' Monopole New Build

CONSTRUCTION SCHEDULE

CUSTOMER: Linn-Mar High School

155' Monopole Rawland

SITE NUMBER: N/A

TST PM: VINCE ABBEN 319.361.1790

MILESTONE TO BE REACHED/WORK DESCRIPTION	DATE	NOTES:
SURVEY & STAKE SITE	4/20/2015	Needed for permits
DELIVER MATERIALS FOR CIVILS CONST. TO SITE	5/11/2015	
EXCAVATE TOWER FOUNDATION & TIE REBAR	5/11/2015	
FINISH EXCAV AND SET TOWER FOUNDATION PAD REBAR	5/12/2015	
POUR CONCRETE FOR PAD FOUNDATION	5/13/2015	
FINISH TOWER PIER FOUNDATION REBAR & CONDUIT/ POUR	5/14/2015	
INSTALL GROUNDING AND CONDUIT OVER TO SCHOOL	5/15/2015	
BACKFILL TOWER FOUNDATION	5/15/2015	Allow time for concrete to cure
TOWER DELIVERY / PREP / STACK	6/1/2015	
INSTALL NEW ANTENNA MOUNTS AT ELEVATION	6/2/2015	
FINISH TOWER GROUNDING	6/2/2015	
BEGIN RELOCATION OF RADIOS AND ANTENNAS	6/3/2015	
FINISH RADIO AND ANTENNA RELOCATION / TEST	6/4/2015	
REMOVAL OF EXISTING TOWER	6/5/2015	

High School Reno Update

4/20/15

Important Dates

LRC

- Moving Home School - 4/20 – 5/1
- Move 3rd Floor Staff – 5/4 – 5/22
- Move HS Teachers – 5/25 – 6/2
 - o Finals week and end of school

High School Project

- Larson Construction on Site – 4/20
 - o Fencing, Trailer
- Demo of Door 10 – 5/1 *
- Demo of East Stairwell – 5/4 *

2015 Phasing of Project

- DEM/Art Reno – 5/2 – 10/19
- Cafeteria Reno – 5/3 – 8/15
- North Hall Demo – 5/3 – 8/15
- South Entrance Excavation – 5/3 – 8/15
- South Entrance Mechanical/Electrical/Water – 5/3 – 8/15

Other HS Projects (Rick)

- Bleacher Replacement – 5/8 – 7/24
- Gym Floor Painting – Determined by bleacher project
- Stage Floor
- Tower Move – April – June
- High School Roof Replacement – 6/8 – 8/7



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

Superintendent's Report

Board of Education

April 20, 2015

Strategic Goal #5 Resources

1. **Day Care Contracts** – Our goal is to provide safe and secure rental space to day care providers to offer the Linn-Mar families with elementary children needing before and after school day care that service on the site of the child(ren)'s elementary school.

This past week we met with Kory McNeal from Kids Inc. and Dave Thielen, from Waypoint. Both meetings were very productive. With Mr. McNeal, we reviewed the 2015-16 licensing based on DHS licensing and indicated that we would set caps on Kids Inc. enrollment at Bowman Woods, Indian Creek and Westfield based on current usage if DHS would license additional primary space that each school identified. The caps are:

Bowman Woods - 85

Indian Creek – 120

Westfield - 85

Amy Lyons from DHS measured each school for additional primary space today. Based on her review and with the understanding that Kids Inc. would rent gym space but use the additionally identified primary space when the gym was not available, the next step would be to develop one-year, individual contracts for each school in which Kids Inc. provides programs to the end of the 2015-16 school year. In October of 2015, the District would issue RFPs for the 2016-17 school year which would then put the contracts for Bowman Woods, Indian Creek, and Westfield back into a two year sequence. Our estimate for per student cost for gym space rental would be an increase of no more than \$10/per student per month. The uses of the other primary space would be included in the multipurpose room monthly rental rate of \$750.

Strategic Goal #1 Student Achievement

2. **State Solo and Ensemble Band Contest** – This past weekend, the Linn-Mar High School Band program received an impressive

- ♦ 57 Division I (Superior) ratings
- ♦ 27 Division II (Excellent) ratings
- ♦ 4 Division III (Good) ratings

Congratulations to Evan Brown, performing a French horn solo, and Joshua Yem, performing an oboe solo, for being named "Best of Center" performers. Congratulations to Steve Stickney, Aaron Nuss, and Dan Terrell, high school band directors, as well, and to all the elementary and middle school band instructors.

Strategic Goal #4 Community Engagement

3. **Districts of Distinction Award** – Linn-Mar was one of 60 districts recognized in the March 2015 edition of *District Administration* magazine as a District of Distinction in the area of "Improved Instructional Leadership with School Administrative Managers (SAMs)". Nominees were ranked on the clarity of a district's challenge, how innovative or homegrown the solution was, how strong the results were in terms of data, and replicability in other school districts. A huge thanks goes to Sandie Rohrer for completing the application leading to the award.
4. **Iowa School Public Relations Association Awards** – On April 10th, the District was recognized for three awards in three 2015 Communications Contest areas:
 - ♦ Blue & Gold Award for Branding/Image Package. This is ISPPRA's top award!
 - ♦ Award of Excellence for the Linn-Mar "We Are Linn-Mar!" Brochure
 - ♦ Communications Contest Award of Merit Social Media for Linn-Mar's *Like Us* on Facebook
 Congratulations to Sandie Rohrer and her efforts on promoting Linn-Mar and social media communication.
5. **Volunteer Program** – Karla Terry reports outstanding data on the Volunteer Program. She is almost half-way to the goal of 750 volunteers being ready for action next year with 360 interviews complete. To date the total volunteer time is 19,387 hours and 43 minutes. The Volunteer Recognition Events completed, so far, at four schools have been well attended. The 100 Hour Luncheon is scheduled for May 21st at noon at Lowe Park.

DATE: March 11, 2015

NOTICE OF AWARD

TO: West Branch & Tipton Roofing Company, Inc.

ADDRESS: PO Box 100
West Branch, IA 52358

PROJECT: 2143620

CONTRACT FOR: Linn-Mar 2015 Linn-Mar HS Roof Improvements
Linn-Mar Community School District

You are notified that your Bid dated March 5, 2015, for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for the Base Bid.

The Contract Price of your contract is One Hundred Sixty-seven Thousand Six Hundred Eighty Dollars and 00/100 (\$167,680.00), in accordance with your bid.

You must comply with the following conditions precedent within ten days of the date of this Notice of Award, that is, by March 25, 2015.

1. You must deliver to Shive-Hattery, Inc. one fully executed copy of this Notice of Award.
2. You must deliver to Shive-Hattery, Inc. one fully executed counterpart of the enclosed Agreement bearing your signature on page 8.
3. You must deliver to Shive-Hattery, Inc. not later than ten days following the date of execution of the Agreement the Performance and Payment Bond as specified in the Supplementary Instructions to Bidders and enclosed herein.
4. You must deliver to Shive-Hattery, Inc. the Certificate of Insurance as outlined in the contract documents and as specifically required on pages 00 0800-19 – 00 0800-21 of the Supplementary Conditions, copies of which are attached. Note the requirements for a Power-of-Attorney or other evidence indicating that the person signing this Certificate of Insurance is the authorized representative of the insurance company. **In addition, the contractor is required to name the Owner, Shive-Hattery, Inc., and their agents as additional insureds.** This statement must appear on all insurance certificates.

The policy must also include a **Governmental Immunities Endorsement** with the following language:

"The insurance company and the insured expressly agree and state that the purchase of this policy of insurance by the insured does not waive any of the defense of governmental immunity available to the insured under Iowa Code Section 670.4 as it now exists or may be amended from time to time. The company and the insured further agree that this policy of insurance shall cover only its claims not subject to the defense of governmental immunity under Iowa Code Section 670.4."

5. You must submit to Shive-Hattery, Inc. a copy of your state registration, showing your identification number.
6. You must submit to Shive-Hattery, Inc. a signed Sex Offender Acknowledgement and Certification form (attached) from your company, and provide a signed document from each subcontractor who will have workers on-site as per Section 00 0800, Article 13.12.

2015 Linn-Mar HS Roof Improvements
Linn-Mar Community School District

NOTICE TO PROCEED

March 31, 2015

TO: West Branch & Tipton Roofing Company, Inc.
ADDRESS: PO Box 100
West Branch, IA 52358

PROJECT: 2143620

CONTRACT FOR: Linn-Mar 2015 Linn-Mar HS Roof Improvements
Linn-Mar Community School District

You are notified that the Contract Times under the above contract commenced on March 11, 2015. By that date, you were to start performing your obligations under the Contract Documents. In accordance with Article 3 of the Agreement the date of Substantial Completion is August 7, 2015.

Before you may start any Work at the site, paragraph 11.1.3 (AIA) of the General Conditions provides that you must deliver to Shive-Hattery Inc. a certificate of insurance which you are required to purchase and maintain in accordance with the Contract Documents. You have complied with this requirement.

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

Linn-Mar Community School District
Owner

By: _____
Authorized Signature

Title

END OF DOCUMENT 00 0550

2143620





AIA[®] Document A101[™] – 2007

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

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

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

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

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

West Branch & Tipton Roofing Company, Inc.
PO Box 100
West Branch, IA 52358
Telephone Number: 319-643-2435
Fax Number: 319-643-7253

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

Linn-Mar 2015 Linn-Mar HS Roof Improvements
3111 10th Street
Marion, IA 52302
Base Bid – Linn-Mar High School Roof Level P & Q.
Shive-Hattery Project # 2143620

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

Shive-Hattery, Inc.
316 2nd Street SE Suite 500
Cedar Rapids, IA 52401
Telephone Number: 319-364-0227
Fax Number: 319-364-4251

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

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

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

AIA Document A201[™]–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

TABLE OF ARTICLES

1	THE CONTRACT DOCUMENTS
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7	TERMINATION OR SUSPENSION
8	MISCELLANEOUS PROVISIONS
9	ENUMERATION OF CONTRACT DOCUMENTS
10	INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

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

ARTICLE 2 THE WORK OF THIS CONTRACT

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

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

| N/A

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

| N/A

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

| § 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than N/A days from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)

Portion of Work
ALL
Final Completion

Substantial Completion Date
August 7, 2015
August 28, 2015

, subject to adjustments of this Contract Time as provided in the Contract Documents.
(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be One Hundred Sixty-seven Thousand Six Hundred Eighty Dollars and Zero Cents (\$ 167,680.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

N/A

§ 4.3 Unit prices, if any:
(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price Per Unit (\$0.00)
Treated Lumber	Board Ft.	\$1.25
½" Plywood Treated	Sq. Ft.	\$1.75
Remove and replace all wet and deteriorated 1" perlite insulation.	Sq. Ft.	\$1.50
Remove and replace all wet and deteriorated Tapered Expanded Polystyrene Insulation.	Sq. Ft.	\$3.00
Remove damaged and deteriorate steel decking and replace with new.	Sq. Ft.	\$11.00

§ 4.4 Allowances included in the Contract Sum, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price
N/A	

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

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

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



DATE: April 7, 2015

NOTICE OF AWARD

TO: Tricon General Construction
 ADDRESS: 746 58th Ave Ct SW
 Cedar Rapids, IA 52404

PROJECT: 2102322

CONTRACT FOR: 2015 Building Envelope Repairs – Oak Ridge Middle School
 Linn-Mar Community School District

You are notified that your Bid dated March 26, 2015, for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for the BASE BID.

The Contract Price of your contract is One Hundred Sixty Eight Thousand Four Hundred Dollars and 00/100 (\$168,400.00), in accordance with your bid.

You must comply with the following conditions precedent within ten days of the date of this Notice of Award, that is, by April 21, 2015.

1. You must deliver to Shive-Hattery, Inc. one fully executed copy of this Notice of Award.
2. You must deliver to Shive-Hattery, Inc. one fully executed counterpart of the enclosed Agreement bearing your signature on page 7.
3. You must deliver to Shive-Hattery, Inc. not later than ten days following the date of execution of the Agreement the Performance and Payment Bond as specified in the Supplementary Instructions to Bidders and enclosed herein.
4. You must deliver to Shive-Hattery, Inc. the Certificate of Insurance as outlined in the contract documents and as specifically required on pages 00800-19 – 00800-21 of the Supplementary Conditions, copies of which are attached. Note the requirements for a Power-of-Attorney or other evidence indicating that the person signing this Certificate of Insurance is the authorized representative of the insurance company. **In addition, the contractor is required to name the Owner, Shive-Hattery, Inc., and their agents as additional insureds.** This statement must appear on all insurance certificates.

The policy must also include a **Governmental Immunities Endorsement** with the following language:

"The insurance carrier expressly agrees and states that the purchase of this policy and including the Owner as an Additional Insured does not waive any of the defenses of governmental immunity available to the Owner under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time."

5. You must submit to Shive-Hattery, Inc. a copy of your state registration, showing your identification number.

2015 Building Envelope Repairs
 Linn-Mar Community School District
 2102322

6. You must submit to Shive-Hattery, Inc. a signed Sex Offender Acknowledgement and Certification form (attached) from your company, and provide a signed document from each sub-contractor who will have workers on-site as per Section 00 0800, Article 13.11.

As per AIA Digital Data Protocol, documents may be submitted hard copy, emailed, or uploaded via Newforma Info Exchange.

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

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

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

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

LINN-MAR COMMUNITY SCHOOL DISTRICT

Owner

By:

Authorized Signature

Title


ACCEPTANCE OF AWARD

TRICON GENERAL CONSTRUCTION

Contractor

By:

Authorized Signature

 Ronald L. Richard

Owner

Title

Date

APRIL 9, 2015

END OF DOCUMENT 00 0510

NOTICE TO PROCEED

April 7, 2015

TO: Tricon General Construction
ADDRESS: 2245 Kerper Boulevard
Dubuque, IA 52001

PROJECT: 2102322

CONTRACT FOR: 2014 Building Envelope Repairs – Oak Ridge Middle School
Linn-Mar Community School District

You are notified that the Contract Times under the above contract commenced on April 7, 2015. By that date, you were to start performing your obligations under the Contract Documents. In accordance with Article 3 of the Agreement the date of Substantial Completion is August 7, 2015.

Before you may start any Work at the site, paragraph 11.1.3 (AIA) of the General Conditions provides that you must deliver to Shive-Hattery Inc. a certificate of insurance which you are required to purchase and maintain in accordance with the Contract Documents. You have complied with this requirement.

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

Linn-Mar Community School District
Owner

By: _____
Authorized Signature

Title

END OF DOCUMENT 00 0550

2102321



AIA[®] Document A101[™] – 2007

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

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

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

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

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

Tricon General Construction
746 58th Ave Ct SW
Cedar Rapids, IA 52404
Telephone Number: (866) 588-9516

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

2015 Building Envelope Repairs Oak Ridge Middle School
Marion, IA
Partial building envelope repairs at Oak Ridge Middle School consisting of a new aluminum metal wall panel system with revised flashing conditions at window units and curtain wall, and some window replacement.

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

Shive-Hattery, General Corporation
316 2nd Street SE
Cedar Rapids, IA 52401
Telephone Number: 319-364-0227
Fax Number: 319-364-4251

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

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

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

AIA Document A201[™]–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Int.

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9	ENUMERATION OF CONTRACT DOCUMENTS
10	INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

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

ARTICLE 2 THE WORK OF THIS CONTRACT

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

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

| N/A

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

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than () days from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)

Int.

The Contractor shall achieve Substantial Completion of the entire Work not later than August 07, 2015.

Portion of Work

Substantial Completion Date

, subject to adjustments of this Contract Time as provided in the Contract Documents.

(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

\$200 for each calendar day, if any, which elapses between the date stated in the Construction Agreement, as extended by any extension of time under the provisions of the General Conditions of the Contract, and the date when the entire project is Substantially Complete within the meaning of the General Conditions of the Contract.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be One Hundred Sixty-eight Thousand Four Hundred Dollars and Zero Cents (\$ 168,400.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

§ 4.3 Unit prices, if any:

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

Item

Units and Limitations

Price Per Unit (\$0.00)

§ 4.4 Allowances included in the Contract Sum, if any:

(Identify allowance and state exclusions, if any, from the allowance price.)

Item

Price

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

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

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

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

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

Init.



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Revised 4/15	601.3	School Day
	602	PROGRAMS OF INSTRUCTION
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Revised 4/15	602.2	Competent Private Instruction
Reviewed 4/15	602.3	Dual Enrollment
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Reviewed 4/15	602.8-R	Administrative Regulations Regarding Time Release Program
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9/13; 10/13; 2/23/15; 4/6/15

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9/13; 10/13; 2/23/15; 4/6/15

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EDUCATIONAL PROGRAM

Policy Title SCHOOL CALENDAR

Code 601.2

The school calendar shall accommodate the education program of the school district. The school calendar shall be for a minimum of 192 191 days and include, but not be limited to, the days for student instruction, staff development, in-service days and teacher conferences.

The academic school year for students shall be for a minimum of one hundred and eighty days in the school calendar, with the exception of an adopted innovative calendar. In implementing an innovative calendar, the District will follow state code for the start of the school year.

The Board, following state code, may excuse graduating seniors from up to five days of instruction after the school district requirements for graduation have been met. The Board may also excuse graduating seniors from making up days missed due to inclement weather if the student has met the school district's graduation requirements.

It shall be the responsibility of the superintendent, or designee, to develop the school calendar for recommendation, approval, and adoption by the Board annually.

The Board may amend the official school calendar when the Board considers the change to be in the best interests of the school district's education program.

Adopted 6/15/70 Reviewed 7/03; 12/09; 6/11; 6/12; 9/13 Revised 11/19/07; 4/6/15

Related Policy: (Code Number) 601.2-E

Legal Reference: (Code of Iowa) §§ 20.9; 279.10; 280.3; 281 I.A.C. 12.2(1)



EDUCATIONAL PROGRAM

Policy Title SCHOOL DAY

Code 601.3

The student school day for grades kindergarten through twelve shall consist of a minimum of ~~six and one-half hours~~ 6 hours and 45 minutes, including the lunch period. The school day consists of the schedule of class instruction and class activities as established and sponsored by the school district. Time during which students are released from school for parent/teacher conferences may be counted as part of the student's instructional time. The minimum school day shall meet the requirements as established for the operation of accredited schools.

The school district may also record a day of school with less than the minimum instructional hours if the total hours of instructional time for grades one through twelve in any five consecutive school days equals a minimum of ~~27½~~ 30 hours. For any one day of school to be less than the minimum instructional hours, it must be used for either staff development opportunities provided for the instructional staff or parent-teacher conferences scheduled beyond the regular school day. The superintendent has responsibility for changes in time allotments and schedule revisions as appropriate.

When the school is forced to close due to weather or other emergencies while in session, that part of the day during which school was in session will constitute a school day.

It shall be the responsibility of the superintendent to inform the Board annually of the length of the school day.

Adopted 6/15/70 Reviewed 4/90; 1/10; 6/11; 6/12; 9/13 Revised 7/03; 11/07; 4/6/15

Related Policy: (Code Number) _____

Legal Reference: (Code of Iowa) §§ 279.8 (2011); 281 I.A.C. 12.2(2), .2(3), .2(6)



EDUCATIONAL PROGRAM

Policy Title BASIC INSTRUCTIONAL PROGRAM Code 602.1

The basic instructional program shall include, but not be limited to, the curriculum required for each grade level by the State Department of Education. The instructional approach will be gender fair and multicultural.

The basic instructional program of students enrolled in early childhood programming shall include curricula and instruction designed to develop and extend literacy skills in expressive and receptive language, numeracy, social and interaction skills, and fine and gross motor skill acquisition.

The basic instruction program of students enrolled in kindergarten is designed to develop healthy emotional and social habits, literacy and communications skills, numeracy, the capacity to complete individual tasks, character education and the ability to protect and increase physical well-being with attention given to experiences relating to the development of life skills and human growth and development.

The basic instructional program of students enrolled in grades one through five shall include English/language arts, social studies, mathematics, science, health, human growth and development, physical education, traffic safety, music, and visual art.

The basic instructional program of students enrolled in grades six, seven, and eight shall include English/language arts, social studies, mathematics, science, health, human growth and development, family/consumer/career, technology education, physical education, music, **and** visual art, **and world language**.

The basic instruction program of students required by the State educational standards enrolled in grades nine through twelve will include, but not be limited to, English-language arts (6 units), social studies (5 units), mathematics (6 units), science (5 units), health (1 unit), physical education (1 unit), fine arts (3 units), foreign language (4 units), and vocational education (12 units).

The board may, in its discretion, offer additional courses in the instruction program for any grade level. An individual student may advance through the academic sequence offered in the instruction program at an accelerated pace provided the age, appropriateness, and affordability can be reasonably accommodated. Each instruction program is carefully planned for optimal

Page 1 of 2

Adopted 6/15/70 Reviewed 7/03; 6/11 Revised 10/07; 12/09; 7/12; 9/13; 4/6/15

Related Policy: (Code Numbers) _____

Legal Reference: (Code of Iowa) 20 USC § 1232h (2012), 34 CFR Pt. 98 (2012)
Iowa Code §§ 216.9; 256.11; 279.8; 280.3-.14 (2013),
281 IAC 12.5

EDUCATIONAL PROGRAM

Policy Title BASIC INSTRUCTIONAL PROGRAM Code 602.1

benefit taking into consideration the financial condition of the school district and other factors deemed relevant by the board or superintendent. Each instruction program's plan should describe the program, its goals, the effective materials, the activities and the method for student evaluation.

It is the responsibility of the superintendent to develop administrative regulations stating the required courses and optional courses for early childhood, kindergarten, grades one through five, grades six, seven, and eight, and grades nine through twelve, including program description, goals, and methods for student assessment/evaluation.

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Adopted 6/15/70 Reviewed 7/03; 6/11 Revised 10/07; 12/09; 7/12; 9/9/13

Related Policy: (Code Numbers) _____

Legal Reference: (Code of Iowa) 20 USC § 1232h (2012), 34 CFR Pt. 98 (2012)
Iowa Code §§ 216.9; 256.11; 279.8; 280.3-.14 (2013),
281 IAC 12.5



EDUCATIONAL PROGRAM

Policy Title COMPETENT PRIVATE INSTRUCTION (CPI) Code 602.2

In the event a child of compulsory attendance age, over age six and under age sixteen, does not attend public school or an accredited nonpublic school the child must receive competent private instruction (CPI).

A parent, guardian or legal custodian choosing competent private instruction for a student must notify the school district prior to August 26 the first day of school or within 14 days of beginning CPI on forms provided by the school district. The forms are available in the central administration office. One copy of the completed forms will be kept by the school district and another copy will be forwarded to the area education agency.

The superintendent will determine whether the completed form is in compliance with the law. Specifically, the superintendent will determine whether the individual providing the instruction is either the student's parent, guardian, legal custodian or an Iowa licensed practitioner; whether the licensed practitioner's license is appropriate for the age and grade level of the student; that the student is being instructed a minimum of one hundred and forty-eight days per year; that immunization evidence is provided for students placed under competent private instruction for the first time and that the report is timely filed.

The school district will report noncompliance with the reporting, immunization, attendance, instructor qualifications, and assessment requirements of the compulsory attendance law to the county attorney of the county of residence of the student's parent, guardian or legal custodian.

Students receiving competent private instruction are eligible to request open enrollment to another school district. Prior to the request for open enrollment, the student will request dual enrollment in the resident district. The receiving district will not bill the resident district unless the receiving district complies with the reporting requirements. If the parent, guardian or legal custodian fails to comply with the compulsory attendance requirements, the receiving district will notify the resident district. The resident district will then report the noncompliance to the county attorney of the county of residence of the parent, guardian or legal custodian.

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Adopted 11/16/92 Reviewed 2/08; 12/09; 6/11; 9/13 Revised 7/03; 7/12; 4/6/15
Related Policy: (Code Number) 602.3
Legal Reference: (Code of Iowa) §§256.11; 279.10, 11; 299.1-6, 11, 15, 24
Chapter 299A (2013); 281 IAC 31

EDUCATIONAL PROGRAM

Policy Title COMPETENT PRIVATE INSTRUCTION

Code 602.2

Students receiving competent private instruction from a parent, guardian or legal custodian must be evaluated annually by May 1 unless such person is properly licensed. The parent, guardian or legal custodian may choose either a standardized test approved by the Iowa Department of Education or a portfolio evaluation. If the parent, guardian or legal custodian chooses standardized testing and the student is dual enrolled, the school district will pay for the cost of the standardized test and the administration of the standardized test. If the student is not dual enrolled, the parent, guardian or legal custodian will reimburse the school district for the cost of the standardized test and the administration of the standardized test. If a parent, guardian or legal custodian of a student receiving competent private instruction chooses portfolio assessment as the means of annual assessment, the portfolio evaluator must be approved by the superintendent. Portfolio evaluators must hold a valid Iowa practitioner's license or teacher certificate appropriate to the ages and grade levels of the children whose portfolios are being assessed. No annual evaluation is required for students receiving competent private instruction from an appropriately licensed or certified Iowa practitioner.

Upon the request of a parent, guardian or legal custodian of a student receiving competent private instruction or upon referral of a licensed practitioner who provides instruction or instructional supervision of a student under competent private instruction, the school district will refer a student who may require special education to the Area Education Agency for evaluation.

Students in competent private instruction must make adequate progress. Adequate progress includes scoring at the thirtieth percentile on a standardized test or a report by the portfolio evaluator indicating adequate progress. Students who fail to make adequate progress under competent private instruction provided by the student's parent, guardian or legal custodian will attend an accredited public or nonpublic school beginning the next school year. The parent, guardian or legal custodian of a student who fails to make adequate progress may apply to the director of the Department of Education for approval of continued competent private instruction under a remediation plan.

The remediation plan is for no more than one year. Before the beginning of the school year, the student may be re-tested and if the student achieves adequate progress the student may remain in competent private instruction.

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Adopted 11/16/92 Reviewed 2/08; 12/09; 6/11; 9/13 Revised 7/03; 7/12; 4/6/15

Related Policy: (Code Number) 602.3

Legal Reference: (Code of Iowa) §§256.11; 279.10, 11; 299.1-.6, 11, 15, 24

Chapter 299A (2013); 281 IAC 31



EDUCATIONAL PROGRAM

Policy Title INSTRUCTION AT A POST-SECONDARY EDUCATIONAL INSTITUTION Code 602.18

Students in grades nine through twelve may receive academic or vocational-technical credits that count toward the graduation requirements set out by the Board for courses successfully completed in post-secondary educational institutions. The student may receive academic or vocational-technical credits through an agreement between a post-secondary educational institution or with the Board's approval on a case-by-case basis.

Students in grades nine through twelve who successfully complete courses in post-secondary educational institutions under an agreement between the school district and the post-secondary educational institution will receive academic and vocational-technical credits in accordance with the agreement.

Students who have completed the eleventh grade but who have not completed the graduation requirements set out by the Board may take up to seven semester hours of credit at a post-secondary educational institution during the summer months when school is not in session if the student pays for the courses. Upon successful completion of these summer courses, the students will receive academic or vocational-technical credit toward the graduation requirements set out by the Board. Successful completion of the course is determined by the post-secondary educational institution. The Board will have complete discretion to determine the academic credit to be awarded to the student for the summer courses.

The following factors shall be considered in the Board's determination of whether a student will receive academic or vocational-technical credit toward the graduation requirements set out by the Board for a course at a post-secondary educational institution:

- The course is taken from a public or accredited private post-secondary educational institution.
- A comparable course is not offered in the school district. A comparable course is one in which the subject matter or the purposes and objectives of the course are similar, in the judgment of the Board, to a course offered in the school district.
- The course is in the discipline areas of mathematics, science, social sciences, humanities, vocational-technical education, or a course offered in the community college career options program.
- The course is a credit-bearing course that leads to a degree.
- The course is not religious or sectarian.
- The course meets any other requirements set out by the Board.

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Adopted 11/16/92 Reviewed 1/10; 6/12 Revised 7/03; 10/07; 1/10; 6/11; 9/13; 4/6/15
Related Policy: (Code Number) _____
Legal Reference: (Code of Iowa) §§ 256.11, .11A; 261C; 279.8; 280.3, .14 (2013)
281 IAC 12, 22

EDUCATIONAL PROGRAM

Policy Title INSTRUCTION AT A POST-SECONDARY EDUCATIONAL INSTITUTION Code 602.18

- Comply The course complies with Department of Education requirements for meeting proficiency criteria for No Child Left Behind.
- Comply The course complies with Department of Education Senior Year Plus criteria.

Students in grades eleven and twelve who take courses, other than courses taken under an agreement between the school district and the post-secondary educational institution, shall be responsible for transportation without reimbursement to and from the location where the course is being offered.

Ninth and tenth grade talented and gifted students and all students in grades eleven and twelve will be reimbursed for tuition and other costs directly related to the course up to \$250. Students who take courses during the summer months when school is not in session shall be responsible for the costs of attendance for the courses.

Students who fail the course and fail to receive credit will reimburse the school district for all costs directly related to the course. Prior to registering for the course, students under age eighteen will have a parent sign a form indicating that the parent is responsible for the costs of the course should the student fail the course and fail to receive credit for the course. Students who fail the course and fail to receive credit for the course for reasons beyond their control, including, but not limited to, the student's incapacity, death in the family or a move to another district, may not be responsible for the costs of the course. The school board may waive reimbursement of costs to the school district for the previously listed reasons. Students dissatisfied with a school board's decision may appeal to the AEA for a waiver of reimbursement.

The superintendent or designee shall be responsible to annually notify students and parents, guardians or legal custodians of the opportunity to take courses at post-secondary educational institutions in accordance with this policy. The superintendent or designee shall also be responsible for developing the appropriate forms and procedures for implementing this policy.

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Adopted 11/16/92 Reviewed 1/10; 6/12 Revised 7/03; 10/07; 1/10; 6/11; 9/13; 4/6/15
Related Policy: (Code Number) _____
Legal Reference: (Code of Iowa) §§ 256.11, .11A; 261C; 279.8; 280.3, .14 (2013)
281 IAC 12, 22



EDUCATIONAL PROGRAM

Policy Title SELECTION OF INSTRUCTIONAL MATERIALS Code 602.27

The Board recognizes that the selection of instructional materials is a vital component of the school district's curriculum.

The Board has sole discretion to approve instructional materials for the school district. The Board delegates its authority to determine which instructional materials will be utilized and purchased by the school district to licensed employees. The licensed employees will work closely together to ensure vertical and horizontal articulation of instructional and library materials in the education program.

The superintendent may appoint an ad hoc committee for the selection of instructional materials. The committee may be composed of school district employees, parents, students, community members or representatives of community groups.

In reviewing current instructional materials for continued use and in selecting additional instructional materials, the licensed employees will consider the current and future needs of the school district as well as the changes and the trends in education and society. It is the responsibility of the superintendent to report to the Board the action taken by the selection committee.

In making its recommendations to the superintendent, the licensed employees will select materials which:

- Support the educational philosophy, goals and objectives of the school district;
- Meet high standards of quality in factual content and presentation;
- Consider the needs, age, and maturity of students;
- Are within the school district's budget;
- Foster respect and appreciation for cultural diversity and difference of opinion;
- Stimulate growth in factual knowledge and literary appreciation;
- Encourage students to become decision-makers, to exercise freedom of thought, and to make independent judgment through the examination and evaluation of relevant information, evidence and differing viewpoints;
- Portray the variety of careers, roles, and lifestyles open to all persons of both sexes; and,
- Increase an awareness of the rights, duties, and responsibilities of each member of a multicultural society.

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Adopted 12/13/73 Reviewed 2/08; 12/09; 6/11; 6/12; 9/13 Revised 7/03; 2/08; 4/6/15

Related Policy: (Code Number) 602.10; 602.11; 602.12

Legal Reference: (Code of Iowa) 279.8; 280.3, .14; Chapter 301 (2013);

281 IAC 12.3(12)

EDUCATIONAL PROGRAM

Policy Title SELECTION OF INSTRUCTIONAL MATERIALS Code 602.27

In the case of textbooks, the Board will make the final decision after a recommendation from the superintendent. The criteria stated above for selection of instructional materials will also apply to the selection of textbooks. The superintendent may appoint licensed employees to assist in the selections of textbooks.

Gifts of instructional materials must meet these criteria stated above for the selection of instructional materials. The gift must be received in compliance with Board Policy 802.7 – Gifts, Grants, and Bequests.

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Adopted 12/13/73 Reviewed 2/08; 12/09; 6/11; 6/12; 9/13 Revised 7/03; 2/08; 4/6/15
Related Policy: (Code Number) 602.10; 602.11; 602.12
Legal Reference: (Code of Iowa) 279.8; 280.3, .14; Chapter 301 (2013);
281 IAC 12.3(12)

ADMINISTRATION REGULATIONS REGARDING
SELECTION OF INSTRUCTIONAL MATERIALS

I. Responsibility for Selection of Instructional Materials

- A. The Board is responsible for materials relating to the instructional program of the Linn-Mar Community School District.
- B. The responsibility for the selection of instructional materials is delegated to the professionally trained and licensed employees of the school system. For the purpose of this rule the term "instructional materials" includes printed and multimedia materials (not equipment), whether considered text materials or library materials. The board retains the final authority for the approval of textbooks.
- C. While selection of materials may involve many people including principals, teachers, teacher-librarian, students, parents and community members, the responsibility for coordinating the selection of most instructional materials and making the recommendation for the purchase rests with licensed employees, including teacher-librarian selection of materials for school libraries.
- D. Responsibility for coordinating the selection of instructional materials for distribution to classes will rest with the licensed employees, principal and superintendent. For the purpose of this rule the term 'instructional materials' includes textbooks and other printed and non-printed material provided in multiple copies for use of a total class or major segment of a class.
- E. If the superintendent appoints an ad hoc committee to make recommendations on the selection of instructional materials, the ad hoc committee is formed and appointed in compliance with the board policy on Ad Hoc Committees.
 - 1. The superintendent will inform the committee as to their role and responsibility in the process.
 - 2. The following, or similar, statement is to be given to the ad hoc committee members:

Bear in mind the principles of the freedom to learn and to read and base your decision on these broad principles rather than on defense of individual materials. Freedom of inquiry is vital to education in a democracy.

Study thoroughly all materials referred to you and read available reviews. The general acceptance of the materials should be checked by consulting standard evaluation aids and local holdings in other schools.

Passages or parts should not be pulled out of context. The values and faults should be weighed against each other and the opinions based on the material as a whole.

Your report, presenting both majority and minority opinions, will be presented by the principal to the complainant at the conclusion of our discussion of the questioned material.

II. Material selected for use in libraries and classrooms will meet the following guidelines:

- A. Religion - Material will represent the major religions in a factual, unbiased manner. The primary source material of the major religions is considered appropriate, but material which advocates rather than informs, or is designed to sway reader judgment regarding religion, will not be included in the school libraries or classrooms.
- B. Racism - Material will present a diversity of race, custom, culture, and belief as a positive aspect of the nation's and world's heritage and give candid treatment to unresolved intercultural problems, including those which involve prejudice, discrimination, and the undesirable consequences of withholding rights, freedom, or respect of an individual.
- C. Sexism - Material will reflect sensitivity to the needs, rights, traits and aspirations of men and women persons without preference or bias.
- D. Age - Material will recognize the diverse contributions of various age groups and portray the continuing contributions of maturing members of society.
- E. Ideology - Material will present basic primary and factual information on an ideology or philosophy of government which exerts or has exerted a strong force, either favorably or unfavorably, over civilization or society, past or present. This material will not be selected with the intention to sway reader judgment and is related to the maturity level of the intended audience.
- F. Profanity and Sex - Material is subjected to a test of literary merit and reality by the teacher-librarians and licensed staff who will take into consideration their reading of public and community standards of morality.
- G. Controversial issues materials will be directed toward maintaining a balanced collection representing various views.

The selection decision should be made on the basis of whether the material presents an accurate representation of society and culture, whether the circumstances depicted are realistically portrayed, or whether the material has literary or social value when the material is viewed as a whole.

These guidelines will not be construed in such a manner as to preclude materials which accurately represent the customs, morals, manners, culture, or society of a different time or a different place.

III. Procedure for Selection

- A. Material purchased for libraries and classrooms is recommended for purchase by licensed employees, in consultation with administrators, teacher-librarians, students or an ad hoc committee as appointed by the superintendent. The material recommended for purchase is approved by the appropriate administrator.
 - 1. The materials selected will support stated objectives and goals of the school district. Specifically, the goals are:
 - a. To acquire materials and provide service consistent with the demands of the curriculum;
 - b. To develop students' skills and resourcefulness in the use of libraries and learning resources;
 - c. To effectively guide and counsel students in the selection and use of materials and libraries;
 - d. To foster in students a wide range of significant interests;
 - e. To provide opportunities for aesthetic experiences and development of an appreciation of the fine arts;

- f. To provide materials to motivate students to examine their own attitudes and behaviors and to comprehend their own duties and responsibilities as citizens in a pluralistic democracy;
 - g. To encourage life-long education through the use of the library; and,
 - h. To work cooperatively and constructively with the instructional staff and administrators in the school and the district.
- 2. Materials selected are consistent with stated principles of selection. These principles are:
 - a. To select material, within established standards, which will meet the goals and objectives of the school district;
 - b. To consider the educational characteristics of the community in the selection of materials within a given category;
 - c. To present the sexual, racial, religious and ethnic groups in the community by:
 - 1. Portraying people, both men and women, adults and children, whatever their ethnic, religious or social class identity, as human and recognizable, displaying a familiar range of emotions, both negative and positive.
 - 2. Placing no constraints on individual aspirations and opportunity.
 - 3. Giving comprehensive, accurate, and balanced representation to minority groups and women - in art and science, history and literature, and in all other fields of life and culture.
 - 4. Providing abundant recognition of minority groups and women by showing them frequently in positions of leadership and authority.
 - d. To intelligently, quickly, and effectively anticipate and meet needs through awareness of subjects of local, national and international interest and significance; and,
 - e. To strive for impartiality in the selection process.
- 3. The materials selected will meet stated selection criteria. These criteria are:
 - a. Authority-Author's qualifications - education, experience, and previously published works;
 - b. Reliability:
 - 1. Accuracy-meaningful organization and emphasis on content, meets the material's goals and objectives, and presents authoritative and realistic factual material.
 - 2. Current-presentation of content which is consistent with the finding of recent and authoritative research.
 - c. Treatment of subject-shows an objective reflection for the multi-ethnic character and cultural diversity of society.
 - d. Language:
 - 1. Vocabulary:
 - a. Does not indicate bias by the use of words which may result in negative value judgments about groups of people without the meaning of context;
 - b. Does not use "man" or similar limiting word usage in generalization or ambiguities which may cause women to feel excluded or dehumanized.
 - 2. Compatible to the reading level range of the student for whom it is intended.
 - e. Format:
 - 1. Book
 - a. Adequate and accurate index;
 - b. Paper of good quality and color;
 - c. Print adequate and well-spaced;
 - d. Adequate margins;

- e. Firmly bound; and,
 - f. Cost.
- 2. Non-book
 - a. Flexibility, adaptability;
 - b. Curricular orientation of significant interest to students;
 - c. Appropriate for audience;
 - d. Accurate authoritative presentation;
 - e. Good production qualities (fidelity, aesthetically adequate);
 - f. Durability; and,
 - g. Cost.
- 3. Illustrations of book and non-book materials should:
 - a. Depict instances of fully integrated grouping and settings to indicate equal status and non-segregated social relationships (exception would be primary sources used as reference documents);
 - b. Make clearly apparent the identity of minorities;
 - c. Contain pertinent and effective illustrations;
- 4. Flexible to enable the teacher to use parts at a time and not follow a comprehensive instructional program based on a rigid frame of reference unless appropriate to pedagogy.
- f. Special features:
 - 1. Bibliographies.
 - 2. Glossary.
 - 3. Current charts, maps, etc.
 - 4. Visual aids.
 - 5. Index.
 - 6. Special activities to stimulate and challenge students.
 - 7. Provide a variety of learning activities, strategies, and skill development that can be anchored on standards for learning.
- g. Potential use considerations:
 - 1. Will it meet the requirement of reference work?
 - 2. Will it help students with personal problems and adjustments?
 - 3. Will it serve as a source of information for teachers and librarians?
 - 4. Does it offer an understanding of cultures other than the student's own and is it free of racial, religious, age, disability, ethnic, and sexual stereotypes?
 - 5. Will it expand students' sphere of understanding and help them to understand the ideas and beliefs of others?
 - 6. Will it help students and teachers keep abreast of and understand current events?
 - 7. Will it foster and develop hobbies and special interest?
 - 8. Will it help develop aesthetic tastes and appreciation?
 - 9. Will it serve the needs of students with special needs?
 - 10. Does it inspire learning?
 - 11. Is it relevant to the subject?
 - 12. Will it stimulate a student's interest?

4. Gifts of library or instructional materials may be accepted if the gift meets existing criteria for library and instructional materials. The acceptance and placement of such gifts is within the discretion of the superintendent.
5. In order to provide a current, highly usable collection of materials, teacher-librarians will ensure constant and continuing renewal of the collection, not only the addition of up-to-date materials, but by the judicious elimination of materials which no longer meet school district needs or are being used. The process of weeding instructional materials will be done according to established and accepted standards for determining the relevance and value of materials in a given context.
6. Procedure to start basic collection:
With the assistance of a reputable vendor in collaboration with the teacher-librarian, the collection will begin with the vendor's selected "core" collection based on curriculum areas submitted by the teacher-librarian. Additional titles will be added to core using resources such as: American Library Association's Top 100 Lists, Children's Catalog, knowledge of children's authors and illustrators, Caldecott and Newbery Award winning titles and staff recommendations.
7. Procedure to add to the collection:
 - a. The teacher-librarian will utilize a variety of selection aids including: Booklist, School Library Journal, HornBook, newspaper reviews, Publisher's weekly, Library Talk, School Media Journal, Sparks, Bulletin of the Center for Children's Books, Library Media Connections, Kirkus Reviews, publisher recommendations from adopted curricular areas (i.e., Science, Social Studies, Six Traits of Writing), and student and staff requests.
 - b. Consideration of district curriculum needs of the individual school and student.
 - c. Consideration of reading interests, abilities and developmental levels of students using the library media center.
 - d. Literary quality of the material.
 - e. Attractiveness and durability of the physical book/material.
 - f. Assurance of use for the intended use or appropriate requested use.



EDUCATIONAL PROGRAM

Policy Title INSTRUCTIONAL MATERIALS INSPECTION Code 602.28

Parents and other members of the school district community may view the instructional materials used by the students. All instructional materials, including teacher's manuals, films, tapes media or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any federally funded programs must be available for inspection by parents.

The instructional materials must be viewed on school district premises. Copies of instructional materials may be obtained according to Board policy and in compliance with copyright law.

It is the responsibility of the superintendent to develop administrative regulations regarding the inspection of instructional materials.

Adopted 2/4/08 Reviewed 12/09; 6/11; 6/12; 9/13 Revised 4/6/15
Related Policy: (Code Numbers) 602.16
Legal Reference: (Code of Iowa) §§ 279.8; 280.3, .14; 301 (2013), 281 IAC 12.3(12)



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AUXILIARY SERVICES

Policy Title NUTRITION SERVICES PROGRAM

Code 702.1

The District will operate a school lunch and breakfast program in each attendance center under the guidelines of the USDA. The school Nutrition Services Program will include breakfast and lunch through participation in the National School Lunch Program and the School Breakfast Program. Students may bring their lunches from home and purchase milk or juice and other incidental items.

School Nutrition Services facilities are provided to serve students and all school personnel when school is in session and during school-related activities. These facilities may also be used by other groups deemed appropriate and acceptable by the superintendent or designee and under the supervision of the Nutrition Services Manager. If other groups use school facilities and require the use of kitchen equipment, a nutrition services employee must be present. The cost of providing the nutrition services employee shall be reimbursed by the group. In addition, a maintenance rental fee may be required as determined by Policy 1004.1, Community Use of School Buildings, and the related administrative regulations.

The school Nutrition Services Program is operated on a nonprofit basis. The revenues of the school nutrition program will be used only for paying the regular operating costs of the school nutrition program. Supplies of the school nutrition program shall only be used for the school nutrition program. The Board will set, and periodically review, the prices for school lunches and breakfast. It shall be the responsibility of the superintendent to make a recommendation regarding the prices of school lunch, breakfast and milk.

District tax funds may be used to provide necessary physical plant facilities, purchase the equipment necessary for the establishment of nutrition services in new or existing buildings, replace major items of equipment, and payment for labor, over and above revenue from sale of meals to students and adults.

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Adopted 6/15/70 Reviewed 10/12; 11/13 Revised 2/09; 10/10; 9/12/11; 4/6/15

Related Policy: (Code Numbers) 1004.1, 710, 905

Legal Reference: (Code of Iowa) 42 U.S.C. § § 1751 et seq. (2012); 7 C.F.R. Pt.
210 et seq (2012); Iowa Code ch. 283A (2013);
281 I.A.C. 58

AUXILIARY SERVICES

Policy Title NUTRITION SERVICES PROGRAM Code 702.1

The Nutrition Services Program shall be under the direction of a school Nutrition Services Manager who will establish and maintain a central record system, prepare menus, develop standards, initiate purchasing, recommend personnel for employment, promotion, or dismissal, and conduct in-service training programs.

It shall be the responsibility of the Nutrition Services Manager to administer the program and to provide the superintendent and the Board of Education an annual report on the functioning of the school nutrition program.

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Adopted 6/15/70 Reviewed 10/12; 11/13 Revised 2/09; 10/10; 9/12/11; 4/6/15

Related Policy: (Code Numbers) 1004.1, 710, 905

Legal Reference: (Code of Iowa) 42 U.S.C. § § 1751 *et seq.* (2012); 7 C.F.R. Pt.
210 *et seq.* (2012); Iowa Code ch. 283A (2013);
281 I.A.C. 58



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Reviewed 5/15	805.1	Bonds for Officers and Employees
Revised 5/15	805.2	Care, Maintenance and Disposal of School District Records
	806	BUSINESS MANAGEMENT
Reviewed 5/15	806.1	Insurance Program and Review
	807	EMERGENCY PLANS
Reviewed 5/15	807.1	Response Plan, Radiological Emergency



FISCAL MANAGEMENT

GENERAL FUND RESERVES

Policy Title AND FUND BALANCE REPORTING

Code 801.4

Line Item Budget

A contingency reserve will be established at 0.2 percent of budgeted General Fund expenses at the beginning of each fiscal year to provide for unanticipated expenditures of a non-recurring nature, to meet unexpected minor increases in service delivery costs and to pay for needs caused by unforeseen emergencies.

Financial Metrics

The District is committed to the following financial metrics:

1. Solvency Ratio* - Maintaining a combined unassigned and assigned general fund balance that is at least seven (7) percent of annual revenue (actual or anticipated). The current year's cash reserve levy and before staffing and other spending decisions are finalized.

The District will take reasonable steps to achieve a total general fund balance at least equal to its unspent authority. This enables the district to cash flow its legal spending limit.

2. Unspent Authority – Maintaining an unspent authority balance of not less than seven (7) percent of that year's annual expenditures. The current year's projected balance will be discussed with the Board before staffing and other spending decisions are finalized for the succeeding year.

The District will measure attainment of these goals as of June 30, but only after completion of the Certified Annual Report.

Fund Balance Reporting

Financial reporting for the balances in the District's governmental funds is based on Governmental Accounting Standards Board (GASB) Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions. Fund balance refers to the difference between assets and liabilities in the governmental funds balance sheets. GASB 54 established a hierarchy that is based on "the extent to which the government is bound to honor constraints on the specific purpose for which the amounts in those funds can be spent."

The governmental funds can have up to five fund balance classifications. The classifications are defined below from most to least restrictive.

Adopted 12/9/13 Reviewed 5/4/15 Revised _____

Related Policy: (Code Numbers) _____

Legal Reference: (Code of Iowa) _____

FISCAL MANAGEMENT

GENERAL FUND RESERVES
Policy Title AND FUND BALANCE REPORTING

Code 801.4

Non-spendable fund balance includes amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact. This includes items not expected to be converted to cash, including inventories and prepaid expenses. It may also include other property acquired for resale and the principal of a permanent fund.

Restricted fund balance should be reported when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. This included “categorical balances.”

Committed fund balance reflects specific purposed pursuant to constraints imposed by formal action of the Board. Such constraints can only be removed or changed by Board action.

Assigned fund balance reflects amounts that are constrained by the government’s intent to be used for specific purposed but meet neither the restricted nor committed forms of constraint. Unless the amount is negative, the assigned fund balance is the residual classification for the governmental funds other than the general fund. If the amount is negative, then the residual amount is shown as unassigned.

Unassigned fund balance is the residual classification for the general fund only. As noted above, if a negative residual amount exists in other governmental funds then the amount is reported as unassigned.

The Board authorizes the Chief Financial Officer to assign general fund balance amounts for specific purposed in compliance with GASB 54.

*Solvency Ratio Calculation:
$$\frac{\text{Unassigned} + \text{Assigned Fund Balances}}{\text{General Fund Revenues} - \text{AE AEA Flow Through}}$$

Adopted 12/9/13 Reviewed _____ Revised 5/4/15
Related Policy: (Code Numbers) _____
Legal Reference: (Code of Iowa) _____



FISCAL MANAGEMENT

Policy Title STUDENT ACTIVITIES FUND Code 801.5

Revenue raised by students or from student activities shall be deposited and accounted for in the student activities fund. This revenue is the property of and shall be under the financial control of the Board. Upon recommendation by the respective building principal, students may use this revenue for purposes approved by the superintendent or designee.

Whether such revenue is collected from student contributions, club dues, and special activities or result from admissions to special events or from other fund-raising activities, all funds will be under the jurisdiction of the Board and under the specific control of the superintendent or designee. They will be deposited in a designated depository and will be disbursed and accounted for in accordance with instructions issued by the superintendent or designee.

It shall be the responsibility of the Board secretary or designee to keep student activity accounts up-to-date and complete.

Any unencumbered activity account balances will automatically revert to the activity fund of the school when an activity is discontinued.

Adopted 6/15/70 Reviewed 9/98; 4/09; 7/10; 5/4/15 Revised 4/05; 10/12; 12/9/13
Related Policy: (Code Number) 801.4
Legal Reference: (Code of Iowa) §§ 11.23; 279.8 (2009 2013)



INCOME

Policy Title EDUCATIONAL SUPPLY FEE Code 802.3

To eliminate the necessity of collecting small amounts of money throughout the school year for consumable supplies, workbooks, etc., it shall be the policy to collect an educational supply fee from each pupil at the beginning of each school year.

Pupils who enroll late or transfer to other schools during the school year will be charged or refunded on a monthly basis.

Adopted 6/15/70 Reviewed 6/85; 4/05; 7/10; 5/4/15 Revised 6/99; 5/09; 10/12; 12/9/13

Related Policy: (Code Numbers) _____

Legal Reference: (Code of Iowa) 802.3R



INCOME

Policy Title INVESTMENTS

Code 802.6

The Board of Directors hereby directs the treasurer, in conjunction with the Board secretary, to manage the investment of funds for the district. School district funds in excess of current needs shall be invested in compliance with this policy. The goals of the school district's investment portfolio in order of priority are:

- To provide safety of the **principle principal**;
- To maintain the necessary liquidity to match expected liabilities; and
- To obtain a reasonable rate of return.

In making investments, the school district shall exercise the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use to meet the goals of the investment program.

School district funds are monies of the school district, including operating funds. "Operating funds" of the school district are funds which are reasonably expected to be used during a current budget year or within fifteen (15) months of receipt. When investing operating funds, the investments must mature within three hundred and ninety-seven (397) days or fewer. When investing funds other than operating funds, the investments must mature according to the need for the funds.

The Board authorizes the treasurer, in conjunction with the Board secretary, to invest funds in excess of current needs in the following investments.

- Interest-bearing savings, money market, and checking accounts at the school district's authorized depositories;
- Iowa Schools Joint Investment Trust Program (ISJIT);
- Obligations of the United States government, and its agencies and instrumentalities;
- Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions; and,
- All other investments authorized or hereafter authorized by the Code of Iowa.

It shall be the responsibility of the treasurer, in conjunction with the Board secretary, to oversee the investment portfolio in compliance with this policy and the law and to report portfolio compliance to the superintendent semi-annually.

Page 1 of 2

Adopted 6/15/70 Reviewed 4/05; 7/10; 10/12; 5/4/15 Revised 5/97; 12/07; 4/09; 12/9/13
Related Policy: (Code Number) _____

Legal Reference: (Code of Iowa) Iowa Code §§ 11.2, .6; 12/62; 12B.10; 12C; 22.1, .14; 28E.2; 257; 279.29; 283A; 285; 502.701; 633.123 (2013)

INCOME

Policy Title INVESTMENTS

Code 802.6

Where possible, it is the policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities.

It shall be the responsibility of the treasurer, in conjunction with the Board secretary, to bring a contract with an outside person to invest school district funds, to advise on investments, to direct investments, to act in a fiduciary capacity, or to perform other services to the Board for review and approval. The treasurer, in conjunction with the Board secretary, shall also provide the Board and superintendent with information about and verification of the outside person's fiduciary bond. Contracts with outside persons shall include a clause requiring the outside person to notify the school district within thirty (30) days of any material weakness in internal structure or regulatory orders or sanctions against the outside person regarding the services being provided to the school district and to provide the documents necessary for the performance of the investment portion of the school district audit. The compensation of the outside persons shall not be based on the performance of the investment portfolio.

The treasurer, in conjunction with the Board secretary, shall be responsible for reporting to and reviewing with the superintendent semi-annually and with the Board at its organizational meeting the investment portfolio's performance, transaction activity, and current investments including the percent of the investment portfolio by type of investments and by issuer and maturities. The report shall also include trend lines by month over the last year and year-to-year trend lines regarding the performance of the investment portfolio. It shall also be the responsibility of the treasurer, in conjunction with the Board secretary, to obtain the information necessary to ensure that the investments and the outside persons doing business with the school district meet the requirements outlined in this policy.

It shall be the responsibility of the Board secretary to deliver a copy of this policy to the school district's depositories, auditor, and outside persons doing business with the school district.

It shall also be the responsibility of the Board secretary, in conjunction with the treasurer, to develop a system of investment practices and internal controls over the investment practices. The investment practices shall be designed to prevent losses, to document the officer's and employee's responsibilities for elements of the investment process, and address the capability of the management. The Board secretary shall review the investment practices and internal controls process with the superintendent annually.

Page 2 of 2

Adopted 6/15/70 Reviewed 4/05; 7/10; 10/12; 5/4/15 Revised 5/97; 12/07; 4/09; 12/9/13

Related Policy: (Code Number) _____

Legal Reference: (Code of Iowa) Iowa Code §§ 11.2, .6; 12/62; 12B.10; 12C; 22.1, .14; 28E.2; 257; 279.29; 283A; 285; 502.701; 633.123 (2013)



EXPENDITURES

Policy Title PURCHASING – BIDDING: GOODS/SERVICES Code 803.1

The Board supports economic development in Iowa. Purchases by the school should take into account Iowa goods and services from locally-owned businesses located within the Corridor or from an Iowa-based company which offers these goods or services if the cost and other considerations meet the required specifications. When spending federal Child Nutrition funds, geographical preference is allowed only for unprocessed agricultural food items.

It is the responsibility of the superintendent or designee to approve purchases, except those authorized by or requiring direct Board action. The superintendent may coordinate and combine purchases with other governmental bodies to take advantage of volume price breaks. Joint purchases with other political subdivisions will be considered in the purchase of equipment, accessories or attachments with an estimated cost of \$50,000 or more.

The superintendent will have the authority to authorize purchases without competitive bids for goods and services costing under \$10,000 25,000 without prior Board approval. For goods and services costing more than \$10,000 25,000 and less than \$25,000 50,000, the superintendent will receive quote(s) of the goods and services to be purchased prior to approval of the board. Major item purchases, including school buses will require competitive sealed bids. The competitive sealed bid requirement is waived in the case of emergency purchases.

The purchase will be made from the lowest responsible bidder based upon total cost considerations including, but not limited to, the cost of the goods and services being purchased, availability of service and/or repair, delivery date, the targeted small business procurement goal and other factors deemed relevant by the Board.

When using federal Child Nutrition funds to purchase goods and services, dollars spent annually must be estimated. It is acceptable to categorize (e.g., groceries, milk, produce, small equipment, large equipment, supplies, and chemicals). A formal sealed bid procurement process is required when annual spending in the category exceeds \$25,000 annually. An informal process is used for all other purchase under the threshold.

The Board and the superintendent will have the right to reject any or all bids, or any part thereof, and to re-advertise. If it is determined that a targeted small business which bid on the project may be unable to perform the contract, the superintendent will notify the Department of Economic Development. The Board will enter into such contract or contracts as the Board deems in the best interests of the school district.

Adopted 6/15/70 Reviewed 6/99; 7/10 Revised 4/05; 5/09; 10/12; 12/13; 5/4/15

Related Policy: (Code Number) _____

Legal Reference: (Code of Iowa) Iowa Code §§ 23A; 26; 28E; 72.3; 73; 285.10(3),
.10(7); 301 (2007 2013), 261 IAC 54; 281 IAC 43.25;
481 IAC 25; 1984 Op. Att’y Gen 115;
974 Op. Att’y Gen. 171



Code 803.2-R

ADMINISTRATIVE REGULATIONS REGARDING BIDS AND QUOTE THRESHOLDS FOR CONSTRUCTION CONTRACTS

Public competitive sealed bids are required for construction projects, including renovation and repair, with an estimated cost exceeding \$~~130,000~~ 135,000. The competitive quote process is required for projects with a cost exceeding \$~~50,000~~ 55,000. The superintendent or designee will determine the process for obtaining quotes for projects below \$~~50,000~~ 55,000.

The bid and quote process, while herein specified, may be adjusted with notice to accommodate exceptional conditions not limited to budget, time requirements or construction conditions, but shall not exceed statutory limits.

Adopted 12/9/13 Reviewed _____ Revised 5/4/15
Related Policy: (Code Number) _____
Legal Reference: (Code of Iowa) _____



REPORTS

Policy Title _____ AUDITS _____ Code 804.3

To review the funds and accounts of the school district, the Board shall employ an auditor or designee to perform an annual audit of the financial affairs of the school district. The superintendent shall use a request for proposal procedure in selecting an auditor. The administration shall cooperate with the auditors.

To ensure an unbiased audit, if the same firm is conducting the annual audit, then the members of the audit team must be changed every other year. As the Board selects and approves the auditors for the annual audits and considers the contract duration, consideration shall be given to changing audit firms every six years.

Adopted 6/15/70 Reviewed 4/05; 4/09; 10/12 Revised 6/99; 7/10; 12/9/13

Related Policy: (Code Number) 804.1

Legal Reference: (Code of Iowa) § 11.6 (2009 2013)



RECORDS

Policy Title CARE, MAINTENANCE AND DISPOSAL OF
SCHOOL DISTRICT RECORDS Code 805.2

School district records shall be housed in the central administration office of the school district. It shall be the responsibility of the superintendent to oversee the maintenance and accuracy of the records. The following records shall be kept and preserved according to the schedule below:

- | | |
|--|----------------------------|
| • Secretary's financial records | Permanently |
| • Treasurer's financial records | Permanently |
| • Minutes of the Board of Directors | Permanently |
| • Annual audit reports | Permanently |
| • Annual budget | Permanently |
| • Permanent record of individual pupil | Permanently |
| • Records of payment of judgments against the school district | 20 years |
| • Bonds and bond coupons | 10 11 years |
| • Written contracts | 10 years |
| • Cancelled warrants, check stubs, bank statements, bills, invoices, and related records | 5 years |
| • Recordings of closed meetings | 1 year |
| • Program grants | As determined by the grant |
| • Non-payroll personnel records | 7 years |
| • Payroll records | 3 years |

Current employees' records shall be housed in the central administration office of the school district. Records of employees no longer working for the District can be stored in a secure off site location. The employees' records shall be maintained by the superintendent, the building administrator, the employee's immediate supervisor, Human Resource Director and the Board secretary.

The permanent and cumulative records of students currently enrolled in the school district shall be housed in the central administration office of the attendance center where the student attends. Permanent records must be housed in a fireproof vault. The building administrator shall be responsible for keeping these records current. Records of students who have graduated or are no longer enrolled in the school district shall be housed in an appropriately safe and secure storage area or facility. These records will be maintained by the superintendent.

The superintendent may microfilm or microfiche or digitize school district records and may destroy paper copies of the records if they are more than three years old. A properly authenticated reproduction of a microfilmed or digitized record meets the same legal requirements as the original record.

Adopted 6/21/99 Reviewed 4/09; 10/12 Revised 8/03; 4/05; 7/12/10
Related Policy: (Code Number) 403.16, 403.16-R, 505.61
Legal Reference: (Code of Iowa) §§ 22.3, .7; 91ab; 279.8 (2013), 281 I.A.C. 12.3(6)



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

To: Katie Mulholland, Superintendent of Schools
From: J.T. Anderson, Chief Financial Officer
Date: April 15, 2015
Subject: FY2016 Student Fee Recommendations

Please see the attached proposed fee schedule for fiscal year 2016. Recommended changes from the current year include:

- Increasing the textbook/supply fee for all grade levels by \$5.00 each. Linn-Mar has not increased this fee in six years (since 2009-10). It is anticipated that the new proposed fees would not be adjusted for three to five years. Supply fees for other district's across the state typically range from \$40 - \$100 depending on the grade level. The proposed fees would continue to keep Linn-Mar in the mid-range of textbook/supply fees.
- Addition of the Kirkwood PSEO Class Drop Fee. If a student does not complete or drops his/her PSEO course after the deadline the District is charged \$250. The law allows us to charge this fee back to the student, which is our current practice. I have just included it on the fee schedule for transparency purposes.
- Admission to certain Middle School fine arts events is often waived in lieu of goodwill donations. The fee schedule contains "GWD" in order to note the flexibility on the admission charges to these events.
- Due to a large reserve in the District's nutrition fund, the recommendation is to not increase meal prices for FY2016 even though federal regulations suggest we need to increase meals by \$.10. The District has applied to the Bureau of Nutrition and Health for an exemption on having to increase meal prices. The exemption request is expected to be granted. However, if the exemption is not granted, Administration will bring adjusted meal prices to the Board for approval at a subsequent meeting.
- Drivers Education Fee increased from \$375 to \$400 per student. The District contracts with Kirkwood to provide these services.

Other fees that were discussed between Administration were charges at the high school for all parking passes and fines for parking violations. With the High School renovation project on the horizon and with the parking issues at the High School this year, it is clear that something needs to be done to curtail this issue. High School and District Administration is in the process of formulating a solution to the current and future parking issues at the High School. If that solution involves additional charges to students (e.g. parking fines), Administration will bring those charges to the Board for approval at a subsequent meeting.

2015-16 Student Fee Schedule										
			Prorated Amount					Refunded Amount		
			Sept/Oct/Nov	Dec	Jan/Feb	Mar/Apr	May	Sept/Oct/Nov/Dec	Jan/Feb	Mar/Apr/May
	2014-15	2015-16	100%	85%	60%	45%	0%	52%	32%	0%
Textbook/Supply Fee										
AK-5	\$45.00	\$50.00	\$50.00	\$42.50	\$30.00	\$22.50	\$0.00	\$26.00	\$16.00	\$0.00
AK-5 Reduced	\$22.50	\$25.00	\$25.00	\$21.25	\$15.00	\$11.25	\$0.00	\$13.00	\$8.00	\$0.00
6-8	\$55.00	\$60.00	\$60.00	\$51.00	\$36.00	\$27.00	\$0.00	\$31.20	\$19.20	\$0.00
6-8 Reduced	\$27.50	\$30.00	\$30.00	\$25.50	\$18.00	\$13.50	\$0.00	\$15.60	\$9.60	\$0.00
9-12	\$75.00	\$80.00	\$80.00	\$68.00	\$48.00	\$36.00	\$0.00	\$41.60	\$25.60	\$0.00
9-12 Reduced	\$37.50	\$40.00	\$40.00	\$34.00	\$24.00	\$18.00	\$0.00	\$20.80	\$12.80	\$0.00
Little Lions										
Monthly Tuition	\$130.00	\$130.00	NA	NA	NA	NA	NA	No refund	No refund	No refund
Registration Fee	\$45.00	\$45.00	\$45.00	\$38.25	\$27.00	\$20.25	\$0.00	No refund	No refund	No refund
Instrumental Rentals										
High School/Middle School										
School Owned	\$45.00	\$45.00	\$45.00	\$38.25	\$27.00	\$20.25	\$0.00	\$23.40	\$14.40	\$0.00
Percussion	\$45.00	\$45.00	\$45.00	\$38.25	\$27.00	\$20.25	\$0.00	\$23.40	\$14.40	\$0.00
Reduced	\$22.50	\$22.50	\$22.50	\$19.13	\$13.50	\$10.13	\$0.00	\$11.70	\$7.20	\$0.00
Band Uniform Rental	\$5.00	\$5.00	\$5.00	\$4.25	\$3.00	\$2.25	\$0.00			
Orchestra Uniform Rental	\$5.00	\$5.00	\$5.00	\$4.25	\$3.00	\$2.25	\$0.00			
Choir Robe Fee	\$5.00	\$5.00	\$5.00	\$4.25	\$3.00	\$2.25	\$0.00			

HIGH SCHOOL	2014-15	2015-16
Kirkwood PSEO Class Drop Fee		\$250.00
Activity Ticket	\$45.00	\$45.00
Athletic Admissions		
K-12 Football	\$5.00	\$5.00
Adult Football	\$6.00	\$6.00
Sr. Citizen Footbll	\$4.00	\$4.00
K-12 (Indoor plus Track & Soccer	\$4.00	\$4.00
Adult (Indoor plus Track & Soccer)	\$5.00	\$5.00
K-12 (Baseball, Softball)	\$4.00	\$4.00
Adult (Baseball, Softball)	\$5.00	\$5.00
Music Events		
K-12 Students	\$2.00	\$2.00
Adults	\$3.00	\$3.00
Senior Citizens	\$2.00	\$2.00
Musicals		
Single Ticket	\$10.00	\$10.00
Drama Events		
K-12 Students	\$5.00	\$5.00
Adults	\$5.00	\$5.00
Carpool Parking Pass	\$10.00	\$10.00

MEALS	2014-15	2015-16
Lunch		
K-5	\$2.40	\$2.40
6-8	\$2.45	\$2.45
9-12	\$2.50	\$2.50
K-12 Reduced	\$0.40	\$0.40
Adult	\$3.20	\$3.30
Breakfast		
K-5	\$1.50	\$1.50
6-8	\$1.50	\$1.50
9-12	\$1.50	\$1.50
K-12 Reduced	\$0.30	\$0.30
Adult	\$1.70	\$1.70
Milk	\$0.40	\$0.40

Middle School	2014-15	2015-16
Fine Arts	\$1.00	\$1.00 or GWD

Yearbook	2014-15	2015-16
6-8	\$18.00	\$18.00
9-12	\$70.00	\$70.00

Summer Programs	2015-16
Kirkwood Drivers Education Full Tuition	\$400.00
Kirkwood Drivers Education Reduced Tuition	\$200.00

Expecting no increase in student lunch prices for 2015-16. Waiting for exemption to be granted by Bureau of Nutrition and Health.

LINN-MAR EXCELSIOR MIDDLE SCHOOL - GYMNASIUM RENOVATION

GENERAL CONTRACTORS		KLEIMAN CONSTRUCTION	TRI-CON CONSTRUCTION						
Addendum No. 1		X	X						
BID BOND		X	X						
BID SIGNED		X	X						
UNIT PRICES EXCAVATION AND BACKFILL		PER SQ. FT.	PER SQ. FT.	PER SQ. FT.	PER SQ. FT.	PER SQ. FT.	PER SQ. FT.	PER SQ. FT.	PER SQ. FT.
INCREASED QUANTITY		\$ 30.00	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DECREASED QUANTITY		\$ 5.00	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BASE BID		\$ 64,309.00	\$ 48,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0
ALTERNATE - NO. 1: SCOREBOARD		\$ 6,936.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0
ALTERNATE - NO. 2: PAINTING		\$ 17,700.00	\$ 20,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	0
ALTERNATE - NO. 3: NEW FLOOR SYSTEM		\$ 34,379.00	\$ 34,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0
ALTERNATE - NO. 4: SOUND SYSTEM		\$ 14,969.00	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0
COMPLETE PROJECT BID: INCLUDES ALL ALTERNATES		\$ 138,293.00	\$ 122,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	No Bid

**Linn-Mar Enrollment Projections
FY16**

Exhibit 1004.1

Elem Total	Grade	Students-FY15	Students-FY16	Δ
	PK	185	185	
	ECBP	56	55	
	K	552	510	
	1	525	560	
	2	576	528	
	3	572	582	
	4	558	577	
	5	555	564	
Total		3338	3321	-17

MS Total	Grade	Students-FY15	Students-FY16	Δ
	6	587	563	
	7	543	588	
	8	507	549	
Total		1637	1700	63

HS Total	Grade	Students-FY15	Students-FY16	Δ
	9	561	512	
	10	479	563	
	11	468	481	
	12	476	468	
Total		1984	2024	40

Secondary	3621	3724	103
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Total	6959	7045	86
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LINN-MAR

Community School District

Kathleen Mulholland, Ed.D
Superintendent

Dirk Halupnik, Ed.D
Deputy Superintendent
Chief Academic Officer

J.T. Anderson
Chief Financial Officer

Karla Christian
Executive Director of
Human Resources

Julie Jensen
Executive Director of
Student Services

Rick Ironside, Ed.D
Executive Director of
Support Services

Jeri Ramos
Executive Director of
Technology Services

Randy Morrison
Business Manager

Tim Isenberg
President
Board of Directors

DISTRICT SCHOOLS
High School, 9-12
Jeff Gustason, Ph.D.
Principal

Excelsior, 6-8
John Christian
Principal

Oak Ridge, 6-8
Erica Rausch
Principal

Bowman Woods, K-5
Tina Monroe
Principal

Echo Hill, ECEP/PK-5
Dan Ludwig
Principal

Indian Creek, K-5
Marilee McConnell
Principal

Linn Grove, ECEP/PK-5
Chad Schumacher
Principal

Novak, ECEP/PK-5
Carol O'Donnell
Principal

Westfield, K-5
Ed Rogers
Principal

Wilkins, K-5
John Zimmerman
Principal

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

To: Dr. Katie Mulholland
From: Dr. Dirk Halupnik
Date: 4/13/15
Subject: FY16 Open Enrollment Request Update

**FY16 Open Enrollment Requests
As of 4/13/15**

Requests in to the district

Grade Level	# of Students FY15	# of Students FY16
Kindergarten	47	52
1st Grade	5	7
2nd Grade	4	1
3rd Grade	2	3
4th Grade	2	5
5th Grade	3	7
6th Grade	1	6
7th Grade	2	1
8th Grade	0	5
9th Grade	1	6
10th Grade	0	2
11th Grade	0	2
12th Grade	1	1
Total	68	98

Requests out of the district

Grade Level	# of Students FY15	# of Students FY16
Kindergarten	14	13
1st Grade	0	7
2nd Grade	1	6
3rd Grade	1	3
4th Grade	0	1
5th Grade	0	5
6th Grade	3	7
7th Grade	3	2
8th Grade	3	6
9th Grade	8	13
10th Grade	3	4
11th Grade	1	4
12th Grade	2	2
Total	39	73



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

Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
Student Achievement: <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	Learning Environments: <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	Staff Development: <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	Community Engagement: <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	Resources: <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT
BOARD WORK SESSION MINUTES
OAK RIDGE MIDDLE SCHOOL
APRIL 6, 2015**

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 Oak Ridge Middle School Media Center by President Tim Isenberg. Roll was taken and it was determined a quorum was present. Board members present: Isenberg, Buchholz, Crawford, Gadelha, Hutcheson, and Patterson. Absent: Wilson. Administration present: Mulholland, Morrison, Halupnik, Jensen, Anderson, K. Christian, Ramos, and Ironside.

REVISION AND/OR ADOPTION OF THE AGENDA **Motion 229-04-06**

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

WORK SESSION/DISCUSSION INFORMATION

Tour of Oak Ridge Gym and Platform

The Board was given a tour of the new gymnasium at Oak Ridge Middle School. The tour also included the cafeteria, platform, and a walk-around to see future projects such as the cafeteria and classroom additions.

Standards for Effective Boards

The Board met in the Oak Ridge Middle School media center and broke out into small groups to discuss *Standards for Effective School Boards*. A Board member from each group reported on the challenge and standard his/her group discussed. Mulholland will compile the information and share it with the Board at a later date for further discussion.

ADJOURNMENT **Motion 230-04-06**

Motion by Crawford to adjourn the work session at 6:10 PM. Second by Patterson. Voice vote. Motion unanimously approved.

Tim Isenberg, Board President

Angie Morrison, Board Secretary

*Minute respectfully submitted by:
Angie Morrison, Board Secretary
April 6, 2015*

Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
Student Achievement: <i>All action on teaching and learning will focus on empowering achievement at the highest level for each student.</i>	Learning Environments: <i>All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</i>	Staff Development: <i>All staff will learn, perform and lead in such a manner as to inspire learning for students.</i>	Community Engagement: <i>The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</i>	Resources: <i>All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</i>

**LINN-MAR COMMUNITY SCHOOL DISTRICT
BOARD REGULAR SESSION MINUTES
LEARNING RESOURCE CENTER
APRIL 6, 2015**

100: CALL TO ORDER AND DETERMINATION OF A QUORUM

The Linn-Mar Community School District Board of Education regular session was called to order at 7:00 PM in the Board Room of the Learning Resource Center by President Tim Isenberg. Roll was taken and it was determined a quorum was present. Board members present: Buchholz, Crawford, Gadelha, Hutcheson, Patterson, Wilson, and Isenberg. Administration present: Mulholland, Morrison, Halupnik, Jensen, Anderson, K. Christian, Ramos, and Ironside.

200: REVISION AND/OR ADOPTION OF THE AGENDA Motion 231-04-06

Motion by Patterson to approve the agenda as presented. Second by Hutcheson. Voice vote. Motion unanimously approved.

300: AUDIENCE COMMUNICATIONS

The following people spoke during audience communications on their concerns regarding the wording in the before/after school daycare contracts specifically as it pertains to Kids, Inc:

1. Bob Mullin (Covey Run Ct – Indian Creek parent): shared that without safe and accessible before/after school daycare it will be harder for parents to work outside the home to support their families. Mullin also stated that the decision to change daycare contract language does not relate to the District's mission statement.
2. Barbara Lorenz (Edgebrook Dr – Indian Creek parent): shared that the new contract language will affect the ability of Kids, Inc to use gym space for kids to run off extra energy when the weather does not allow them to go outside. Lorenz also stated it will cost the parents an additional \$100/month. She asked the District to consider providing alternate space to Kids, Inc, return to the old contract language, or allow Kids, Inc to use the gym as their designated daycare space instead of the multi-purpose room.
3. Casey Jones (Forest Ln – Bowman Woods parent): shared that they wouldn't know what to do without the safe and accessible before/after school daycare Kids, Inc provides. Jones commented that if enrollment in Kids, Inc is decreased, staffing needs would be decreased and a lot of Linn-Mar students would lose their summer jobs. Jones also stated he elects daycare coverage through his employer a year in advance so if daycare replacement cannot be found for his son he would be out the money elected.
4. Shannon Krone (London Way – Indian Creek parent): shared that her son benefits from having the gym space to run off his extra energy after school and allows both parents to work outside the home.
5. Kathy Murray (48th St – Linn Grove & Echo Hill parent): shared she is raising two grandchildren that attend two different Linn-Mar elementaries. Without the

transportation Kids, Inc provides she is not sure how she would get her students to school and then get to work in time to support them.

6. Kim Harks (Lennon Ln – Indian Creek parent): shared that their family chose to live in the District due to the opportunities available to the students. Harks stated that the additional financial burden the extra charge by Kids, Inc would put on families (\$100 more a month), the hardship in finding other daycare options, and the loss of help in transporting students are concerns of many families and that the District is not being considerate of these needs/concerns.
7. Nick Glew (Penny Ln – Indian Creek parent): shared that he understands that contract language needs to be updated to match DHS standards and language; but a simple rewording of the contract would resolve the issue. Also shared that he does not notice many competing activities in the building when picking up his students from Kids, Inc. Glew additionally stated that he disagrees with the option of the District providing alternate space in other buildings and having the kids transported due to safety issues.
8. Sarah Young (Ashford Dr, NE – Westfield parent): shared her family chose to live in the District due to the opportunities available to the students and that families moving into the District after the start of the school year struggle to find daycare options. Young also asked for clarification on what motivated the decision to change contract language and shared that the District would lose funding if the number of open enrollments drop due to the lack of before/after daycare provided in the schools.
9. Leonard Johnson (Stonehaven Ln – Bowman Woods parent): shared that he contacted Rockwell Collins and they currently have 11 openings for daycare next year; but Bowman Woods, alone, is losing 60-70 spots. Johnson stated that the void being created is happening too quickly for the public to respond and for daycare providers to offer alternative options. Johnson asked the District to consider grandfathering in the current students and phase out new enrollment for a few years until the numbers decrease and change the contract language at that time.
10. John Kuennen (Ashford Dr NE – Westfield parent): stated there was not enough communication to the parents before the change was made. Kuennen stated he has checked with various daycares in the area and the closest one available is ½ an hour away which cuts into kids sleep time and the parents’ ability to get to work on time. Kuennen stated that Kids, Inc does not always use the Westfield gym space, only on bad weather days, and if there is an after school activity that needs the gym that Kids, Inc allows the activity to have the space. He asked the District to reword the contract back to the old language or provide alternate space for Kids, Inc.
11. Craig Adamson (Penny Ln – Indian Creek parent): shared that the Superintendent is supposed to be in charge of the District, not in charge of the daycares and that he would like to have the same information the Board has on the situation since the public has not been advised of what has occurred behind the scenes. Adamson shared his opinion that the Board should not defend a decision the Superintendent has made without thinking it through first. Additionally, Adamson requested the Board consider hiring an experienced engineering firm for \$300,000 to manage the High School renovation project instead of using an educator who doesn’t have the experience.

400: RESOLUTIONS, OPENING OF BIDS, AND PUBLIC HEARINGS

401: Public Hearing on FY2016 Budget

Refer to Exhibit 1001.1

There was a public hearing on the certified FY2016 budget. No comments were received.

500: SUPERINTENDENT’S UPDATE

501: Superintendent’s Update

Exhibit 501.1

Katie Mulholland, Superintendent shared the following updates:

- 13th Annual Governor’s Scholar Recognition: Josh Low and Evan Brown, Linn-Mar High School Seniors, will be recognized at 1:00 PM on April 26th Iowa Events Center – HyVee Hall.
- Stars Over Iowa Finalist: Linn-Mar High School student, Jack Sanor, has been designated as a Star Finalist in Agriscience and will be recognized at the 87th Iowa FFA Leadership Conference on April 21st at the Fourth General Session. The State conference is being held at the Hilton Coliseum at Iowa State University.
- Day Care Contracts: Mulholland shared information on the history of the day care contract language as well as clarifications surrounding the issues that have arose due to the updating of the language. *Refer to walk-in exhibit 501.1 for additional details.*

Board members thanked the audience for attending and sharing their concerns about the affects updating of the day care contract language will cause to Linn-Mar families. The Board and Superintendent Mulholland expressed their desire to continue discussion with Kids, Inc, DHS, and families on the subject and to look at how the families can be best served while complying with DHS requirements.

600: RECOGNITIONS/PROCLAMATIONS

601: Recognition of AASA National Women’s Award Runner-Up

Exhibit 601.1

Katie Mulholland, Superintendent, presented the Board with and update on the 2015 AASA National Women’s Award winners. Congratulations to Julie Jensen, Executive Director of Student Services, for being Runner-Up!

602: Recognition of Volunteer Award Winners

Karla Terry, Coordinator of Community Relations, presented the Board with the names of the 2015 Volunteer Award winners. Congratulations to Steve Brooks (Unsung Hero) and Carla Lansing (Above & Beyond). The winners will receive a special recognition at the LIONS Awards & Volunteer Recognition event on Wednesday, April 15th from 4:30-6:00 PM in the Board Room of the Learning Resource Center (2999 N 10th St, Marion). The public is invited to attend.

603: Recognition of LIONS Award Winners

Exhibit 603.1

Julie Jensen, Executive Director of Student Services, presented the Board with the names of the 2015 LIONS Award winners. Congratulations to the following winners:

- **L**egend: Katie Mulholland, Superintendent
- **I**nnovator: Dave Dunning, Excelsior Special Education Teacher
- **O**ptimizer: Dirk Halupnik, Deputy Superintendent
- **N**ewcomer: Andrew Lyons, Echo Hill Special Education Teacher
- **S**ervice: Sherri Condon, High School Foreign Language Teacher
- **S**ervice: Frances “Fuf” Renfer, Excelsior Art Teacher

The winners will receive a special recognition at the LIONS Awards & Volunteer Recognition event on Wednesday, April 15th from 4:30-6:00 PM in the Board Room of the Learning Resource Center (2999 N 10th St, Marion). The public is invited to attend. Jensen also presented the Board with the name of the winner of the Iowa High School Athletic Association (IHSAA) 2015 Administrator of the Year award. Congratulations to Superintendent Katie Mulholland.

700: BOARD ANNOUNCEMENTS AND REPORTS

701: Special Education Advisory Council

Julie Jensen, Executive Director of Student Services, reported to the Board on the March 11th meeting of the Special Education Advisory Council. The meeting focused on District and classroom technology use including reports from the perspective of a parent, a classroom teacher, and the District Technology department.

702: Marion City Council

Patterson reported to the Board on the March 19th Marion City Council meeting. The main focus was on TIFs and nothing of interest to the District was presented.

703: Policy Committee

Patterson reported to the Board on the March 25th and 30th Policy Committee meetings. The main focus of the meetings was review of the 700 Policy Series. Patterson requested the Board submit feedback on policies to help the committee in the review process.

704: Equity Committee

Dirk Halupnik, Deputy Superintendent, reported to the Board on the April 1st meeting of the Equity Committee. The committee reviewed the Special Education and Selection of Materials policies and will submit their recommendations to the Policy Committee.

800: INFORMATIONAL REPORTS

801: Bus Route Changes

Exhibit 801.1

Brian Cruise, Director of Transportation, reported to the Board on bus route changes for the 2015-16 school year. Due to recent public improvements and projected summer public improvements, some students who are currently provided District transportation will no longer be provided the service starting in August 2015. Cruise clarified that the next step will be to notify families in the following two areas of the changes for the 2015-16 school year:

- Oak Park Circle Access to Echo Hill: This will affect approximately 14 households/18 students who are currently eligible for transportation services to Echo Hill this year.
- Echo Hill Road Areas (Smithland, Culver Ln., Waveland Dr., Hertz Dr., and Hamm Dr.) access to Oak Ridge Middle School: This would affect approximately 3 households/4 students who are currently eligible for transportation services to Oak Ridge this year.

900: UNFINISHED BUSINESS

901: Approval of Updated 2015-16 School Year Calendar **Motion 232-04-06** *Exhibit 901.1*
Motion by Buchholz for the Board to approve the updated 2015-16 school year calendar with a start date of August 24, 2015. Second by Patterson. Dirk Halupnik, Deputy Superintendent, reported that the start date has been approved by recent action of the Legislature. Highlights of the proposed calendar include: 1) August 24, 2015 start date; 2) June 1, 2016 last day for student;

and 3) Thanksgiving break, winter break, and spring break retain the same dates as the calendar the Board approved on December 8, 2014. Voice vote. Motion unanimously approved.

902: Approval of Bid for Oak Ridge Building Envelope Repairs **Motion 233-04-06** *Exhibit 902.1*
Motion by Patterson for the Board to approve the bid from Tricon General Construction for the Oak Ridge Building Envelope Repairs in the amount of \$168,400.00. Second by Hutcheson. Voice vote. Motion unanimously approved.

903: Approval of Contract for Excelsior Mechanical Room Upgrade **Motion 234-04-06** *Exhibit 903.1*
Motion by Hutcheson for the Board to approve the contract with B.G. Brecke, Inc., for the Excelsior Middle School Mechanical Room Upgrade in the amount of \$211,700.00. Second by Patterson. Voice vote. Motion unanimously approved.

904: Approval of Contract for High School Additions & Renovations Phase 2 **Motion 235-04-06** *Exhibit 904.1*
Motion by Patterson for the Board to approve the contract with Larson Construction Company, Inc., for the High School Additions and Renovations Phase 2 Project in the amount of \$19,548,000.00. Second by Hutcheson. It was shared that the architectural/design firm will oversee the project and that Chad Schumacher, District Project Manager, will be involved in the process, but will also serve as the Administrator over the High School students that will be meeting in the LRC during the 2015-16 school year due to the construction. It was also shared that Jeff Gustason, High School Principal, has held town hall meetings to share the renovation design with the public and staff as well as presented the staff with full details at their last Professional Development day. Voice vote. Motion unanimously approved.

000: NEW BUSINESS

1001: Certified FY2016 Budget Report *Exhibit 1001.1*
JT Anderson, Chief Financial Officer, presented the Board with a report on the Certified FY2016 Budget. *Refer to exhibit 1001.1 for additional details.* Some highlights included were:

- The purpose of a certified budget is to establish a maximum tax rate and an estimate of budget year expenditures.
- Because the District does not know the statutory amount of budget growth (Supplemental State Aid; SSA) the budget scenario that will be approved results in the highest overall tax levy or “worst case scenario”.
- The worst case scenario is approved because tax levies can only be reduced after a budget is published and adopted; they cannot be increased.
- Worst case scenario estimated tax levy for FY2016 would be \$17.67 up from \$17.00 in FY2015.
- Estimated budgeted revenues for FY16 is \$75,890,370.00.
- Estimated general fund expenditures for FY16 is \$76,000,000.00.
- If/when more information is available on the SSA; the FY16 budget will be reassessed.

1002: Approval of Certified FY2016 Budget **Motion 236-04-06**
Motion by Wilson for the Board to approve the FY2016 budget as presented. Second by Hutcheson. Voice vote. Motion unanimously approved.

1003: Approval of Bid for High School Renovations Asbestos Removal Motion 237-04-06

Exhibit 1003.1

Motion by Patterson for the Board to approve the bid and specifications for the High School Renovations Asbestos Removal presented by ECCO Midwest, Inc., in the amount of \$39,000.00. Second by Buchholz. Voice vote. Motion unanimously approved.

1004: Approval of Retail Natural Gas Supplier Agreement Motion 238-04-06 Exhibit 1004.1

Motion by Hutcheson for the Board to approve the Retail Natural Gas Supplier Agreement with MidAmerican Energy Company for the transacted price of \$4.64 per MMBtu totaling \$29,670.00 for the period of October 2017 through September 2018. Second by Patterson. Voice vote. Motion unanimously approved.

1005: Open Enrollment Requests Motion 239-04-06

Motion by Buchholz for the Board to approve the Open Enrollment requests as presented. Second by Patterson. Voice vote. Motion unanimously approved.

Open Enroll IN

Name	Grade	Resident District	Reason
Ifthikar, Ibrahim	2 nd	Cedar Rapids	Good Cause
Ifthikar, Rupaiyah	2 nd	Cedar Rapids	Good Cause

1006: First Reading of 600 Policy Series – Educational Programs Motion 240-04-06

Exhibit 1006.1

Motion by Patterson for the Board to approve the first reading of 600 Policy Series – Education Programs, partial listing 600-603.2. Second by Gadelha. Voice vote. Motion unanimously approved.

600 SERIES - EDUCATIONAL PROGRAM

Reviewed 4/15	600 GOALS OF THE EDUCATION PROGRAM	
	601 GENERAL ORGANIZATION	
Reviewed 4/15	601.1	Type of School Organization
Revised 4/15	601.2	School Calendar
Revised 4/15	601.3	School Day
	602 PROGRAMS OF INSTRUCTION	
Revised 4/15	602.1	Basic Instructional Program
Revised 4/15	602.2	Competent Private Instruction
Reviewed 4/15	602.3	Dual Enrollment
Reviewed 4/15	602.4	Summer Programming
Reviewed 4/15	602.5	Special Education
Reviewed 4/15	602.6	Community Education
Reviewed 4/15	602.7	Home School Assistance Program
Reviewed 4.15	602.8	Time Release Program
Reviewed 4/15	602.8-R	Administrative Regulations Regarding Time Release Program
Reviewed 4/15	602.9	Extra-Curricular Activities
Reviewed 4/15	602.10	Curriculum Development
Reviewed 4/15	602.11	Curriculum Implementation
Reviewed 4/15	602.12	Curriculum Evaluation
Reviewed 4/15	602.13	Articulation and Alignment of Curriculum
Reviewed 4/15	602.15	Assessment of Student Achievement
Reviewed 4/15	602.17	Career Education

Revised 4/15	602.18	Instruction at a Post-Secondary Educational Institution
Reviewed 4/15	602.20	Global Education
Reviewed 4/15	602.21	Citizenship
Reviewed 4/15	602.22	Academic Freedom
Reviewed 4/15	602.23	Open Enrollment Transfers – Procedures as a Receiving District
Reviewed 4/15	602.24	Open Enrollment Transfers – Procedures as a Sending District
Reviewed 4/15	602.25	Space Requirements for Open Enrollment, Attendance Center Exception Requests
Reviewed 4/15	602.26	Attendance Center Exception Requests
Revised 4/15	602.27	Selection of Instructional Materials
Revised 4/15	602.27 -R1	Administrative Regulations Regarding Selection of Instructional Materials
Revised 4/15	602.28	Instructional Materials Inspection
Reviewed 4/15	602.29	Objection to Instructional Materials
Reviewed 4/15	602.29-R	Administrative Regulations Regarding Objection to Instructional Materials
Reviewed 4/15	602.29-E	Reconsideration of Instructional Materials Request Form
603 INSTRUCTIONAL ARRANGEMENTS		
Reviewed 4/15	603.2	Class Grouping – Class Size

1007: First Reading of 700 Policy Series – Auxiliary Services Motion 241-04-06 Exhibit 1007.1
Motion by Gadelha for the Board to approve the first reading of 700 Policy Series – Auxiliary Services. Second by Patterson. Voice vote. Motion unanimously approved.

700 SERIES - AUXILIARY SERVICES

	701	TRANSPORTATION
Reviewed 4/15	701.1	Local and State Transportation Regulations
Reviewed 4/15	701.2	Student Conduct on School Transportation
Reviewed 4/15	701.2-R1	Administrative Regulations Regarding Pupils Riding School Transportation
Reviewed 4/15	701.2-R2	Administrative Regulations Regarding Bus Video Monitoring Systems
Reviewed 4/15	701.3	Transportation of Non-School Groups
Reviewed 4/15	701.4	School Transportation Usage by Unassigned Students
Reviewed 4/15	701.5	Transportation of Non-Resident and Non-Public School Students
Reviewed 4/15	701.6	Student Transportation for Extracurricular Activities
Reviewed 4/15	701.7	Summer Programs Bus Service
Reviewed 4/15	701.8	Transportation Insurance Program
Reviewed 4/15	701.10	School Bus Safety Instructions
Reviewed 4/15	701.11	Transportation in Inclement Weather and Emergency Situations
Reviewed 4/15	701.12	Use of School District Vehicles and Fuel
Reviewed 4/15	701.13	District Vehicle Idling
	702	NUTRITION SERVICES PROGRAM
Revised 4/15	702.1	Nutrition Services Program
Reviewed 4/15	702.4	Eligibility for Free or Reduced Cost Meals
Reviewed 4/15	702.4-R	Administrative Regulations Regarding Free or Reduced Price Lunches
Reviewed 4/15	702.5	Vending Machines

1100: CONSENT AGENDA Motion 242-04-06

Motion by Hutcheson for the Board to approve the consent agenda as presented. Second by Buchholz. Voice vote. Motion unanimously approved.

1101: Personnel

Certified Staff Assignment – Reassignment – Transfer

Name	Assignment	Dept. Action	Salary Placement
Baxendale, Heather	HS – Student Support Services Teacher	August 10, 2015	MA Step 4
Havlicek, Lisa	IC – From .6 to 1.0 FTE Art Teacher	August 12, 2015	Same
Spurling, Jennifer	HS – Student Support Services Teacher	August 10, 2015	MA Step 9
Tietjen, Margaret	HS – Language Arts Teacher	August 10, 2015	BA Step 1

Certified Staff Resignation

Name	Assignment	Dept. Action	Reason
Scarrow, Meryl	WE – Reading Teacher	June 4, 2015	Relocation
Tigges, Jillian	WE – Student Support Services Teacher	June 4, 2015	Other Employment
Young, Donna	HS – .5 FTE Family Consumer Science Teacher	June 4, 2015	Retirement

Classified Staff Assignment – Reassignment – Transfer

Name	Assignment	Dept. Action	Salary Placement
Johnson, Michelle	HS – Student Support Associate	March 23, 2015	II, Step 10; \$12.55/hr
Keller, Jennifer	NE – Part-time Student Support Associate	March 11, 2015	II, Step 6; \$11.44/hr
Mysak, Mary	NS – EX General Help	March 23, 2015	Step 1, \$11.14/hr
Poland, Shannon	NE – Part-time Student Support Associate	March 11, 2015	II, Step 6; \$11.44/hr
Potter, Mike	TR – From Regular Driver to Substitute Bus Driver	March 30, 2015	Step 1
Ryan, Kevin	EX – Custodian	March 30, 2015	SEIU, C Step 1
Skvor, Linda	EX – Student Support Associate	March 23, 2015	II, Step 10; \$12.55/hr
VanHemert, Ben	O&M – Summer Help	April 3, 2015	\$9.50/hr

Classified Staff Resignation

Name	Assignment	Dept. Action	Reason
Hanson, Meghan	EH- Paraprofessional	June 3, 2015	Relocation
Walker, Cathy	WE – Building Secretary	June 27, 2015	Retirement
Walker, Lisa	WE – 3 rd Grade Teacher	June 4, 2015	Personal
Whitlock, Jason	O&M – Facility Support Technician	March 27, 2015	Other Employment

Extra-Curricular Positions Assignment – Reassignment – Transfer

Name	Assignment	Dept. Action	Salary Placement
Frangella, Nate	EX – Assistant Girls Track Coach	March 23, 2015	Schedule H, Category E
Hammes, Jennifer	HS – Head Varsity Poms Coach	March 12, 2015	Schedule H, Category F
Harsen, Erich	EX- Head Boys Track Coach	March 23, 2015	Schedule H, Category D

Hutchison, Andrea	HS – Head JV Poms Coach	March 12, 2015	Schedule H, Category G
Smith, Scott	OR – Assistant Boys Soccer Coach	March 23, 2015	Schedule H, Category E
Wensel, Marek	OR – Assistant Girls Track Coach	March 23, 2015	Schedule H, Category E

Extra-Curricular Positions Resignation

Name	Assignment	Dept. Action	Reason
Diercks, Richard	HS – Head Varsity Boys Bowling Coach	March 23, 2015	Personal
Hopkins, Ken	HS – Assistant Varsity Cross Country Coach	March 9, 2015	Retirement
Hopkins, Ken	HS – Head Boys Varsity Track Coach	May 25, 2015	Retirement

1102: Approval of Minutes from March 9, 2015

Exhibit 1102.1

1103: Approval of Bills

Exhibit 1103.1

1104: Approval of Contracts

Exhibits 1104.1-3

- 1) Special Education Service Agreements
 - Sioux City Community Schools (1) (For student confidentiality, no exhibits provided)
 - College Community Schools (3)
 - Marion Independent Schools (2)
 - Cedar Rapids Schools (3)
- 2) Agreement with Elite Photography for graduation pictures
- 3) Daycare Rental Contracts: Hand in Hand, Inc. and YMCA

1105: Approval of Fundraising Requests

Exhibits 1105.1 and 1105.2

- 1) Boys Tennis program to raise funds for supplies, food, and awards for the elementary/middle school/high school summer league.
- 2) Girls Varsity Tennis to raise funds to offset the cost of team posters

1106: Approval of Overnight Fieldtrip Requests

Exhibit 1106.1 thru 1106.5

- 1) Robotics North Star FRC Regional Competition to be held in Minneapolis, Minnesota on April 1-4, 2015.
- 2) Robotics FIRST World Championship to be held in St Louis, Missouri on April 21-25, 2015.
- 3) Iowa High School Model United Nations Spring Conference to be held in Cedar Falls, Iowa on April 16-17, 2015.
- 4) State FFA Leadership Conference to be held in Ames, Iowa on April 19-21, 2015.
- 5) AP Art History fieldtrip to the Art Institute in Chicago, Illinois on April 10-12, 2015.

1106: Board Information

1107: Items Removed from the Consent Agenda for Separate Action

1200 COMMUNICATIONS, ANNOUNCEMENTS, AND TRANSMITTALS

1201: Communications

1202: Calendar

Date	Time	Event	Location
April 7 th	11:45 AM	Executive Committee	LRC Office Conf Rm
April 8 th	4:00 PM	Health/Human Development	LRC Board Room

April 9 th	9:00 AM	ERMA Committee	LRC
April 9 th	5:30 PM	Marion City Council	Marion City Hall
April 10 th	2:00 PM	Novak Blue Zone Assembly	Novak Elementary Gym
April 13 th	5:00 PM	Policy Committee	LRC Office Conf Rm
April 15 th	4:30 PM	LIONS & Volunteer Awards	LRC Board Room
April 18 th	8:30 AM	Coffee Conversation	Excelsior
April 20 th	5:00 PM	Board Work Session	LRC Board Room
	7:00 PM	Board Regular Session	
April 21 st	11:45 AM	Executive Committee	LRC Office Conf Rm
April 23 rd	5:30 PM	Marion City Council	Marion City Hall
April 27 th	5:30 PM	Construction Advisory	LRC Board Room
April 28 th	7:30 AM	Finance/Audit Committee	LRC Office Conf Rm
April 28 th	5:30 PM	Technology Advisory	LRC Board Room
April 29 th	4:30 PM	Special Education Advisory	LRC Conf Rm 304/305
April 29 th	5:00 PM	Policy Committee	LRC Office Conf Rm
Date	Time	Event	Location
May 4 th	5:00 PM	Board Work Session	LRC Board Room
	7:00 PM	Board Regular Session	
May 5 th	7:30 AM	Finance/Audit Committee	LRC Office Conf Rm
May 5 th	11:45 AM	Executive Committee	LRC Office Conf Rm
May 4 th -8 th		Teacher Appreciation Week	
May 4 th -8 th		School Board Recognition Week	
May 7 th	5:30 PM	Marion City Council	Marion City Hall
May 11 th	7:30 AM	LM Staff Recognition Celebration	HS Auditorium
May 11 th	5:00 PM	Board/Superintendent Retreat	LRC Board Room
May 13 th	5:00 PM	Policy Committee	LRC Office Conf Rm
May 13 th	5:00 PM	Career & Technical Education	LRC Board Room
May 14 th	9:00 AM	ERMA Committee	LRC
May 16 th	8:30 AM	Coffee Conversation	Novak Elementary
May 18 th	5:00 PM	Board Work Session	LRC Board Room
	7:00 PM	Board Regular Session	
May 19 th	11:45 AM	Executive Committee	LRC Office Conf Rm
May 20 th	4:00 PM	District Retirement Reception	LRC Board Room
May 21 st	12:00 PM	100 Hour Volunteer Reception	Lowe Park
May 21 st	5:30 PM	Marion City Council	Marion City Hall
May 24 th	1:00 PM	Graduation	US Cellular Center
May 25 th		No School – Memorial Day	
Date	Time	Event	Location
June 2 nd		Last Day of School	

1203: Committees

Committee	Participants
Executive Committee	Tim Isenberg, Barry Buchholz, Katie Mulholland
Finance/Audit Committee	Barry Buchholz, Todd Hutcheson, Elizabeth Wilson, Angie Morrison, JT Anderson, Katie Mulholland
Policy Committee	Rene Gadelha, Tina Patterson, Katie Mulholland
Career & Technical Education	Elizabeth Wilson, Dirk Halupnik
Construction Advisory Council	Barry Buchholz, Rick Ironside, Katie Mulholland
Ed Leader 21	Gadelha, Wilson, Jensen, Halupnik
ERMA (Energy Efficiency)	Todd Hutcheson, Rick Ironside
Equity Advisory	Tina Patterson, Dirk Halupnik, Jeri Ramos
Health & Human Development	Barry Buchholz, Julie Jensen
Legislative	Tina Patterson, Katie Mulholland
Linn-Mar Foundation	Katie Mulholland
School Improvement Advisory	Rene Gadelha, Dirk Halupnik

Special Education Advisory	Tina Patterson, Elizabeth Wilson, Julie Jensen
Technology Advisory	Tim Isenberg, Jeri Ramos

1300: ADJOURNMENT Motion 243-04-06

Motion by Wilson for the Board to adjourn at 9:07 PM. Second by Patterson. Voice vote.

Motion unanimously approved.

Tim Isenberg, Board President

Angie Morrison, Board Secretary

*Minutes respectfully submitted by:
Gayla Burgess, Admin. Assistant
April 6, 2015*

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/03/2015 - 04/16/2015

Fiscal Year: 2014-2015

Vendor Name	Description	Check Total
Fund: Aquatic Center		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,754.33
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$68.35
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$292.35
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$68.35
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$292.35
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$262.12
RUFFLES, BRIAN	TRAVEL	\$109.20
TREASURER ST OF IA	STATE INCOME TAX	\$74.56
Fund Total:		\$4,921.61
Fund: GENERAL		
A-1 DISPOSAL SERVICE, INC	GARBAGE COLLECTION	\$3,737.74
ACE HARDWARE-1062A	GENERAL SUPPLIES	\$6.99
ACE HARDWARE-1062A	MAINTENANCE SUPPLIES	\$118.06
ADVANTAGE	GENERAL SUPPLIES	\$117.90
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$1,496.00
AIRFX TRAMPOLINE PARK	INSTRUCTIONAL SUPPLIES	\$666.52
AIRGAS NORTH CENTRAL	INSTRUCTIONAL SUPPLIES	\$219.00
ALTORFER	REPAIR PARTS	\$347.06
ANDERSON, JT	TRAVEL	\$89.70
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$378.04
AUS WATERLOO MC LOCKBOX	GENERAL SUPPLIES	\$429.14
AUTO-JET MUFFLER	TRANSP. PARTS	\$268.86
B & H PHOTO	INSTRUCTIONAL SUPPLIES	\$34.95
BAKER & TAYLOR, INC	TEXTBOOKS	\$121.45
BENEFITFOCUS.COM, INC.	OTHER PROFESSIONAL	\$250.00
BOOKHOUSE	LIBRARY BOOKS	\$62.20
BRECKE	SERVICE AGREEMENTS	\$1,450.00
BRENES, DAYSI	TRAVEL	\$43.13
BRUBEL MUSIC	INSTRUCTIONAL SUPPLIES	\$105.00
BUELT KIM	TRAVEL	\$108.42
CAHALAN TOM	OFFICIAL/JUDGE	\$75.00
CALCARA MARILYN	TRAVEL	\$14.66
CAM COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$1,530.25
CAMP COURAGEOUS	INSTRUCTIONAL SUPPLIES	\$265.96
CAMPBELL SUPPLY	INSTRUCTIONAL SUPPLIES	\$161.21
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$10,395.56
CAROLINA BIOLOGICAL SUPPLY	INSTRUCTIONAL SUPPLIES	\$44.59
CARQUEST AUTO PARTS	REPAIR PARTS	\$198.45
CARQUEST AUTO PARTS	TRANSP. PARTS	\$704.11
CARROLL DISTRIBUTING	REPAIR PARTS	\$206.10
CEDAR RAPIDS COMM. SCHOOL/RW	PROF SERV: EDUCATION	\$11,133.54
CENTURY RESOURCES INC	INSTRUCTIONAL SUPPLIES	\$91.53
CENTURYLINK	TELEPHONE	\$1,772.86
CITY LAUNDERING COMPANY	INSTRUCTIONAL SUPPLIES	\$1,012.68

Linn-Mar Community School District

IA - Warrants Paid Listing

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Vendor Name	Description	Check Total
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$982.90
CITY OF MARION	MAINTENANCE SUPPLIES	\$50.00
CLARK SECURITY PRODUCTS INC	REPAIR PARTS	\$275.29
COCA-COLA BOTTLING COMPANY	INSTRUCTIONAL SUPPLIES	\$685.44
COHEN BRIAN	OFFICIAL/JUDGE	\$65.00
COLLECTION	EE LIAB-GARNISHMENTS	\$657.00
COLTON KRISTI	TRAVEL	\$38.69
COMMUNICATIONS ENGINEERING CO	RADIOS	\$58.00
COMMUNICATIONS ENGINEERING CO	TECH REPAIRS	\$421.00
CONNERLY DEBRA	TRAVEL	\$111.70
COOKSLEY DAWN	TRAVEL	\$26.99
CRESCENT ELECTRIC	MAINTENANCE SUPPLIES	\$551.94
CROELL REDI-MIX INC	GROUPS UPKEEP	\$388.88
CULLIGAN	MAINTENANCE SUPPLIES	\$1,164.80
CUMMINS CENTRAL POWER LLC	TRANSP. PARTS	\$1,615.99
D.B. ACOUSTICS INC	REPAIR PARTS	\$127.50
DARRAH'S INC	VEHICLE REPAIR	\$74.50
DEMCO	GENERAL SUPPLIES	\$913.94
DENNIS COMPANY	MAINTENANCE SUPPLIES	\$660.44
DEWITTE, AMANDA	TRAVEL	\$44.62
DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	\$14.54
ENTERPRISE	RENTALS EQUIPMENT	\$444.55
ESPECIAL NEEDS, LLC	INSTRUCTIONAL SUPPLIES	\$16.90
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$3.09
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$308,868.67
FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$231.12
GAUGER CATHY	TRAVEL	\$8.27
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$163.20
GRAINGER	INSTRUCTIONAL SUPPLIES	\$162.76
GRAINGER	TRANSP. PARTS	(\$122.60)
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$65.50
GRANT WOOD AEA	PROF SERV: EDUCATION	\$25,112.23
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$814.75
GRIMM NORM	TRAVEL	\$45.86
HALLS PHOTO	GENERAL SUPPLIES	\$224.00
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$600.00
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$25,155.00
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$270.00
HANSON, MEGAN	TRAVEL	\$56.43
HARGERS ACCOUSTICS INC	MAINTENANCE SUPPLIES	\$113.00
HICKS KRISTI	TRAVEL	\$23.17
HOUGHTON MIFFLIN HARCOURT	INSTRUCTIONAL SUPPLIES	\$3,117.40
HOUGHTON MIFFLIN HARCOURT	LIBRARY BOOKS	\$243.00
IMON COMMUNICATIONS LLC	TELEPHONE	\$5,570.67
INSECT LORE	INSTRUCTIONAL SUPPLIES	\$27.94

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Vendor Name	Description	Check Total
INSTRUMENTALIST CO	INSTRUCTIONAL SUPPLIES	\$366.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$6,042.18
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$25,835.70
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$6,042.18
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$25,835.70
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$26,524.70
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$677.85
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$594.75
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$98,731.23
IOWA HIGH SCHOOL MUSIC ASSOC	INSTRUCTIONAL SUPPLIES	\$340.00
IOWA HSAP	DUES AND FEES	\$15.00
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$3,869.01
IOWA RADIO SUPPLY CO., INC.	REPAIR PARTS	\$34.95
ISFIS	OTHER PROFESSIONAL	\$504.00
ISNO	GENERAL SUPPLIES	\$350.00
JENSEN JULIE	TRAVEL	\$5.85
JESSEN ALICIA	TRAVEL	\$25.74
JESSEN, BONNIE	MISC REVENUE	\$5.00
JOHN DEERE FINANCIAL	INSTRUCTIONAL SUPPLIES	\$116.21
JOHN DEERE FINANCIAL	MAINTENANCE SUPPLIES	\$72.41
JOHNSTONE SUPPLY	REPAIR PARTS	\$116.01
KELVIN LP	INSTRUCTIONAL SUPPLIES	\$397.24
KESL CAROL	TRAVEL	\$57.99
KOENEN KARLA	TRAVEL	\$9.87
LAKEMARY CENTER INC	TUITION IN STATE	\$3,452.48
LAMINATOR.COM	INSTRUCTIONAL SUPPLIES	\$104.95
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$3,409.74
LASER RESOURCES, LLC	INSTRUCTIONAL SUPPLIES	\$3,175.71
LIFELINE AMPLIFICATION SYSTEMS	INSTRUCTIONAL SUPPLIES	\$141.00
LINN COUNTY REC	ELECTRICITY	\$21,478.29
LITTLER, CHRISTINA	INSTRUCTIONAL SUPPLIES	\$10.00
LOCKFAST, INC	INSTRUCTIONAL SUPPLIES	\$102.60
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$132.40
MARION IRON CO.	GENERAL SUPPLIES	\$90.05
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$12.82
MARION IRON CO.	MAINTENANCE SUPPLIES	\$29.91
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$950.89
MARZANO RESEARCH LABORATORY LLC	PROF SERV: EDUCATION	\$5,200.00
MATHESON-LINDWELD	GENERAL SUPPLIES	\$29.16
MAYER-JOHNSON LLC	INSTRUCTIONAL SUPPLIES	\$59.95
MCDONALD CJ	TRAVEL	\$18.92
McSWEENEY, CHRISTINE	TRAVEL	\$17.47
MEDIAQUEST SIGNS	INSTRUCTIONAL SUPPLIES	\$425.50
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$396.45
MERCYCARE COMMUNITY PHYSICIANS	PHYSICALS	\$500.00

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Vendor Name	Description	Check Total
MIDWAY OUTDOOR EQUIPMENT INC	MAINTENANCE SUPPLIES	\$1,116.88
MIDWEST WHEEL	TRANSP. PARTS	\$8.10
MILES CONSULTING INC	OTHER PROFESSIONAL	\$1,000.00
MILLAR WOODWIND REPAIR	INSTRUCTIONAL SUPPLIES	\$90.00
MORRISON ANGIE	TRAVEL	\$236.73
MULLEN MELISSA	MISC REVENUE	\$17.00
NAPA AUTO PARTS	TRANSP. PARTS	\$31.96
NETWORK COMPUTER SOLUTIONS E.IA	INSTRUCTIONAL SUPPLIES	\$214.99
NETWORK COMPUTER SOLUTIONS E.IA	OTHER TECH SER	\$1,875.00
NOLTE, CORNMAN & JOHNSON P.C.	OTHER PROFESSIONAL	\$220.00
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$917.19
OLD CREAMERY THEATRE	INSTRUCTIONAL SUPPLIES	\$1,230.00
ORKIN PEST CONTROL	SERVICE AGREEMENTS	\$335.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$421.23
PERFECTION LEARNING CORPORATION	LIBRARY BOOKS	\$368.06
PET'S PLAYHOUSE	INSTRUCTIONAL SUPPLIES	\$7.56
PICKENS BARNES & ABERNATHY	LEGAL SERVICES	\$777.40
PLUMB SUPPLY CO.	REPAIR PARTS	\$33.27
PLUMBERS SUPPLY COMPANY	MAINTENANCE SUPPLIES	\$138.08
POOL TECH MIDWEST INC	CHEMICALS	\$490.45
PUSH-PEDAL-PULL	INSTRUCTIONAL SUPPLIES	\$160.00
QUILL CORPORATION	GENERAL SUPPLIES	\$79.05
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$385.38
RED CEDAR CHAMBER MUSIC	OTHER PROFESSIONAL	\$200.00
REDINGTON NICOLE	STAFF WORKSH/CONF	\$229.76
RESOURCES FOR READING	INSTRUCTIONAL SUPPLIES	\$39.80
ROCHESTER ARMORED CAR CO INC	OTHER PROFESSIONAL	\$432.64
ROTO-ROOTER	REPAIR/MAINT SERVICE	\$700.00
ROYAL IMAGING SUPPLIES	GENERAL SUPPLIES	\$290.40
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$179.40
SADLER POWER TRAIN	TRANSP. PARTS	\$299.49
SCANTRON	INSTRUCTIONAL SUPPLIES	\$630.33
SCHIMBERG	REPAIR PARTS	\$191.40
SCHLEGEL SCOTT	OFFICIAL/JUDGE	\$65.00
SCHOOL BUS SALES	TRANSP. PARTS	\$1,242.05
SCHOOL BUS SALES	VEHICLE REPAIR	\$72.80
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$930.00
SHERWIN-WILLIAMS	MAINTENANCE SUPPLIES	\$73.86
SHORTER MARGARET	TRAVEL	\$37.17
SHRED-IT DES MOINES	GENERAL SUPPLIES	\$48.55
SIOUX CITY COMMUNITY SCHOOLS	PROF SERV: EDUCATION	\$353.70
SPRAY-LAND USA	REPAIR PARTS	\$59.20
STAPLES	GENERAL SUPPLIES	\$234.89
STAPLES	INSTRUCTIONAL SUPPLIES	\$550.19
SYSTEMS UNLIMITED, INC.	PROF SERV: EDUCATION	\$600.00

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Vendor Name	Description	Check Total
TEACHER'S DISCOVERY	INSTRUCTIONAL SUPPLIES	\$136.53
TERRELL DAN	TRAVEL	\$13.10
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$1,489.47
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$7,400.86
TREASURER ST OF IA	STATE INCOME TAX	\$13,200.90
TYLER TECHNOLOGIES INC	DATA PROCESSING AND	\$250.00
U.S. CELLULAR	TELEPHONE	\$1,129.35
UNITED REFRIGERATION	REPAIR PARTS	\$884.31
UNITED RENTALS	RENTALS EQUIPMENT	\$643.14
UNIVERSITY OF IOWA	INSTRUCTIONAL SUPPLIES	\$99.00
US TICKET	GENERAL SUPPLIES	\$184.32
VAIL KATHERINE L.	TRAVEL	\$12.01
VALUE INSPIRED PRODUCTS/SERVICES	INSTRUCTIONAL SUPPLIES	\$1,469.46
VAN METER CO	MAINTENANCE SUPPLIES	\$1,668.09
VANWEY CHRISTIE	TRAVEL	\$100.54
WAGE WORKS	EE LIAB-FLEX DEP CARE	\$10,155.16
WAGE WORKS	EE LIAB-FLEX HEALTH	\$8,206.99
WALKER, CARRIE	MISC REVENUE	\$6.00
WALSH DOOR & HARDWARE	REPAIR PARTS	\$850.00
WEATHERLY RUTH	LEGAL SERVICES	\$1,818.90
WELLMARK	OTHER PROFESSIONAL	\$1,080.00
WENDLING QUARRIES	GROUND'S UPKEEP	\$94.46
WEST MUSIC CO	EQUIPMENT REPAIR	\$210.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$1,768.65
WORLD BOOK INC	INSTRUCTIONAL SUPPLIES	\$949.00
ZIO JOHN'S	INSTRUCTIONAL SUPPLIES	\$290.00

Fund Total: \$725,832.79

Fund: NUTRITION SERVICES

A & P FOOD EQUIPMENT	EQUIPMENT REPAIR	\$207.90
ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$17,798.50
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$982.90
EARTHGRAINS	PURCHASE FOOD	\$2,945.37
EMS DETERGENT SERVICES	CLEANING PRODUCTS	\$321.75
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$36,950.19
FRUITZEN LLC	PURCHASE FOOD	\$100.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$769.64
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$3,290.77
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$769.64
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$3,290.77
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$3,254.80
KNIGHT SUSAN	TRAVEL	\$104.87
MYSAK, MARY	GENERAL SUPPLIES	\$45.00
OFFICE EXPRESS	GENERAL SUPPLIES	\$209.24
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$406.23
REINHART INSTITUTIONAL FOODS INC	GENERAL SUPPLIES	\$305.95

Linn-Mar Community School District

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Vendor Name	Description	Check Total
REINHART INSTITUTIONAL FOODS INC	PAPER PRODUCT SUPPLY	\$2,534.95
REINHART INSTITUTIONAL FOODS INC	PURCHASE FOOD	\$65,526.81
SMALLEY, KIRSTEN	GENERAL SUPPLIES	\$24.44
SUBWAY-19486	PURCHASE FOOD	\$4,131.00
TREASURER ST OF IA	STATE INCOME TAX	\$1,421.02
ZACEK, WANDA	GENERAL SUPPLIES	\$45.00
Fund Total:		\$145,436.74
Fund: PHY PLANT & EQ LEVY		
COMMUNICATIONS ENGINEERING CO	EQUIPMENT >\$1999	\$933.45
DLR GROUP INC	ARCHITECT	\$372.61
DRYSPACE INC	CONSTRUCTION SERV	\$586.48
EASTERN IOWA EXCAVATING & CONCRETE	CONSTRUCTION SERV	\$18,898.58
NOVAK DESIGN GROUP	ARCHITECT	\$6,075.00
TIME CLOCK PLUS	COMPUTER SOFTWARE	\$2,096.95
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$3,848.00
Fund Total:		\$32,811.07
Fund: Pool 10 Million Issue and 2013 10M Issue		
CITY OF MARION	OTHER PROFESSIONAL	\$100.00
DLR GROUP INC	ARCHITECT	\$3,228.75
DLR GROUP INC	CONSTRUCTION SERV	\$50,195.36
KLEIMAN CONSTRUCTION, INC.	CONSTRUCTION SERV	\$13,311.19
Fund Total:		\$66,835.30
Fund: PUB ED & REC LEVY		
D & K PRODUCTS	CONSTRUCTION SERV	\$18,663.65
NOVAK DESIGN GROUP	ARCHITECT	\$4,436.25
TENNIS SERVICES OF IOWA	GROUNDS UPKEEP	\$35.85
Fund Total:		\$23,135.75
Fund: STUDENT ACTIVITY		
ANTHEM SPORTS LLC	INSTRUCTIONAL SUPPLIES	\$509.11
ART EDUCATORS OF IOWA	INSTRUCTIONAL SUPPLIES	\$125.00
ASPI SOLUTIONS, INC	INSTRUCTIONAL SUPPLIES	\$75.00
BEST GREGORY	OFFICIAL/JUDGE	\$125.00
BLANK PARK ZOO	INSTRUCTIONAL SUPPLIES	\$100.00
CEDAR RAPIDS WASHINGTON HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$105.00
CEDAR VALLEY WORLD TRAVEL	TRAVEL	\$1,110.00
CITY HIGH SCHOOL	DUES AND FEES	\$160.00
CITY HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$200.00
COHEN BRIAN	OFFICIAL/JUDGE	\$110.00
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$762.50
DECKER SPORTING GOODS	INSTRUCTIONAL SUPPLIES	\$717.00
DRAMATISTS PLAY SERVICE	INSTRUCTIONAL SUPPLIES	\$63.35
DUBUQUE HEMPSTEAD HIGH SCHOOL	DUES AND FEES	\$75.00
DUNN JENNIFER	OFFICIAL/JUDGE	\$130.52
DUNNE LANIE	OFFICIAL/JUDGE	\$50.00

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Vendor Name	Description	Check Total
ENGELKEN, KATELYN	INSTRUCTIONAL SUPPLIES	\$25.00
ENTERPRISE	TRAVEL	\$1,867.25
FALAH AL-YASSERY	OFFICIAL/JUDGE	\$240.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$432.12
FIRST	DUES AND FEES	\$5,000.00
FRIEDA COONROD EMBROIDERY	INSTRUCTIONAL SUPPLIES	\$90.00
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$1,499.25
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$446.39
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$50.00
HARTKE HAROLD	OFFICIAL/JUDGE	\$230.00
HELGERSON DANIELLE	OFFICIAL/JUDGE	\$50.00
HLAVACEK CHRISTINA	OFFICIAL/JUDGE	\$50.00
HOUSE OF TROPHIES	INSTRUCTIONAL SUPPLIES	\$274.00
HOYT BOB	OFFICIAL/JUDGE	\$75.00
HUNTERS RIDGE GOLF COURSE	INSTRUCTIONAL SUPPLIES	\$1,350.00
INTECONNEX	INSTRUCTIONAL SUPPLIES	\$467.26
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$8.03
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$34.34
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$8.03
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$34.34
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX	\$52.43
IOWA FBLA-9400	TRAVEL	\$220.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	DUES AND FEES	\$2.00
IOWA HIGH SCHOOL SPEECH ASSOC	INSTRUCTIONAL SUPPLIES	\$480.00
JEFFERSON HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$380.00
JYM BAG	INSTRUCTIONAL SUPPLIES	\$396.50
KANSAS ATHLETICS, INC	DUES AND FEES	\$180.00
KENNEDY HIGH SCHOOL	DUES AND FEES	\$155.00
KENNEDY SUMMER BASKETBALL LEAGUE	INSTRUCTIONAL SUPPLIES	\$650.00
LETTER PERFECT	INSTRUCTIONAL SUPPLIES	\$15.00
LEVEL 10	INSTRUCTIONAL SUPPLIES	\$696.00
LIDS TEAM SPORTS	INSTRUCTIONAL SUPPLIES	\$1,155.00
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$41.14
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$251.69
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$417.41
MUSCATINE HIGH SCHOOL	DUES AND FEES	\$180.00
ORIENTAL TRADING CO	INSTRUCTIONAL SUPPLIES	\$224.30
PATTERSON JIM	OFFICIAL/JUDGE	\$130.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$63.86
PET SMART	INSTRUCTIONAL SUPPLIES	\$141.02
PIZZA HUT OF AMERICA, INC. & AFFIL	INSTRUCTIONAL SUPPLIES	\$627.45
PLAYSCRIPTS, INC	INSTRUCTIONAL SUPPLIES	\$118.80
PLEASANT VALLEY HIGH SCHOOL	DUES AND FEES	\$75.00
PORT'O'JONNY	INSTRUCTIONAL SUPPLIES	\$188.00
PRAIRIE HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$250.00

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Vendor Name	Description	Check Total
RAUSA DAVE	INSTRUCTIONAL SUPPLIES	\$200.00
RON IMOehl EMAIL MESSENGER	INSTRUCTIONAL SUPPLIES	\$50.00
SERVICEMASTER FIVE SEASONS JANITORIAL	INSTRUCTIONAL SUPPLIES	\$211.47
SHABANI JUMA	OFFICIAL/JUDGE	\$230.00
STERLING ATHLETICS	INSTRUCTIONAL SUPPLIES	\$3,269.00
TENNIS SERVICES OF IOWA	INSTRUCTIONAL SUPPLIES	\$176.00
TREASURER ST OF IA	STATE INCOME TAX	\$21.77
VAUGHN TERRY	OFFICIAL/JUDGE	\$181.90
VOSATKA MICHAEL	OFFICIAL/JUDGE	\$270.00
WARD, KELLY	INSTRUCTIONAL SUPPLIES	\$25.00
WATERLOO WEST HIGH SCHOOL	DUES AND FEES	\$75.00
WEST HIGH MATH CLUB	DUES AND FEES	\$108.00
WEST HIGH SCHOOL	INSTRUCTIONAL SUPPLIES	\$300.00
WILEY SALLY A.	OFFICIAL/JUDGE	\$50.00
XAVIER HIGH SCHOOL	DUES AND FEES	\$150.00

Fund Total: \$29,057.23

Fund: Student Store

COTTON GALLERY LTD.	GENERAL SUPPLIES	\$180.00
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Fund Total: \$180.00

Grand Total: \$1,028,210.49

End of Report



MEMORANDUM OF AGREEMENT

LINN-MAR COMMUNITY SCHOOL DISTRICT AND JUNIOR ACHIEVEMENT OF EASTERN IOWA

2015-2016 SCHOOL YEAR

Exhibit 1104.1

WHEREAS, the Linn-Mar Community School District, hereinafter referred to as **DISTRICT**, and Junior Achievement of Eastern Iowa hereinafter referred to as **JUNIOR ACHIEVEMENT**, desire to enter into an Agreement for the purpose of enriching the DISTRICT curriculum, and

NOW THEREFORE IS AGREED:

Responsibilities of JUNIOR ACHIEVEMENT:

1. Provide economic education materials to each student. Classroom materials will be ordered and delivered directly to each participating classroom prior to the start of the Junior Achievement class as outlined in the 2015-2016 program timeline or provided the partner teachers at the District gives Junior Achievement one-month notice for new program pilots.
2. Will prospect, recruit, place, schedule, and train each volunteer as well as facilitate evaluation tools and recognition of each volunteer. Junior Achievement will serve as a liaison between the volunteer and teacher if any concerns arise during the Junior Achievement partnership.
3. Will provide an itemized cost statement of services to District's Partnership Coordinator in December 2015 and May 2016 for agreed upon 2015-2016 program services.
4. Will compile all District community volunteer hours and report them to District's Partnership Coordinator by June 30, 2016.
5. Will compile all program evaluation data and report impact and outcomes to District's Partnership Coordinator no later than July 31, 2016.
6. Will facilitate a joint District/Junior Achievement volunteer recognition program for all participating volunteers.
7. Will be available to present partnership overview including volunteer, evaluation and impact details to District School Board at an agreed upon date each year.

8. Will provide all student text books, student study guides, teacher manuals, classroom volunteer manuals, test-generating software and other software licensing, shipping charges, classroom insurance, staff time for recruitment, placement, training and oversight of classroom volunteers and teachers, as well as other materials fees due to economic module participation (varies by class).
9. Junior Achievement will provide at no cost to the District:
 - All fees associated with facilitating the *JA Ourselves*® program in Kindergarten classrooms.
 - All fees associated with facilitating the *JA Finance Park*® program.
 - All costs associated with facilitating the annual Elementary & High School Career Fair.

Responsibilities of **DISTRICT**:

1. District will identify a partnership coordinator who will be the primary contact for the District-Junior Achievement partnership.
2. Will provide a list of participating classes to Junior Achievement by May 29, 2015 for the 2015-2016 school year. All lists will be by school, grade, time period (if applicable), teacher's name and how many students will be participating in each classroom. Updates to this schedule should be received by Junior Achievement no later than September 14, 2015.
3. Will allow Junior Achievement to provide a 1-hour group teacher training to all teachers new to Junior Achievement during the school year. All training will be facilitated prior to the Junior Achievement partnership experience. Junior Achievement Education staff will provide the teacher training at a designated in-service or professional development workshop coordinated by the District.
4. All District teachers will facilitate a pre-program as well as a post-program evaluation instrument for each participating student in the Junior Achievement program. All program evaluations can be accessed on the Junior Achievement website: www.JAEasternIowa.org.
5. Will pay Junior Achievement semiannually (January and June) for services provided at the rate of \$11.53 per student participating in the following Junior Achievement programs:

JA Our Families® (used in 1st grade)
JA Our Community® (used in 2nd grade)
JA Our City® (used in 3rd grade)

These service fees includes all student curriculum materials, teacher materials, classroom volunteer materials, shipping charges, classroom insurance as well as Junior Achievement staff time for recruitment, placement, training, evaluation and coordination of classroom volunteers and participating school district teachers.

This Agreement shall be effective July 1, 2015 through June 30, 2016. On or before April 1st of any year, one party shall notify the other in writing of its intent to terminate this Agreement.

This Agreement may be amended at any time during its term by mutual consent of the parties. Any such amendment shall be in writing and signed by authorized representatives of both parties.

Linn-Mar Community School District
Superintendent

Date

Linn-Mar Partnership Coordinator's Name

Telephone Number

Partnership Coordinator's E-mail Address

Linn-Mar Community School District
School Board President

Date

Junior Achievement of Eastern Iowa
Area President

Date

Junior Achievement of Eastern Iowa
Regional Executive Board Chairperson

Date



400 Collins Road NE, MS 154-100
Cedar Rapids, IA 52498 USA
Tel 319.295.2552 Fax 319.295.8833

INDEMNITY AGREEMENT

This Indemnity Agreement is executed by the Linn Mar Community School District, or its successors, (hereinafter "Linn Mar") for the benefit of Rockwell Collins, Inc. and Match Play Tennis Centers Inc. (hereinafter collectively referred to as "Collins").

WHEREAS, Linn Mar desires to conduct its post prom party on Collins' property commonly referred to as the Rockwell Collins Recreation Center located at 800 Collins Road, Cedar Rapids, IA on Saturday and Sunday May 16 and 17, 2015 ("Event") and

WHEREAS, Collins is willing to make certain property available on the condition that Linn Mar accepts full responsibility for the Event, including the supervision and safety of all participants and for any damage to the building and equipment therein with prior execution and delivery of this Indemnity Agreement.

NOW THEREFORE, in consideration of mutual promises made herein and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged by the parties, the parties hereto agree as follows:

1. Linn Mar agrees to fully indemnify, defend and hold harmless Collins from and against any claim, and any and all manner of actions, causes of action, suits, proceedings, debts, dues, permits, licenses, contracts, judgments, damages, and demands of every kind whatsoever in law or in equity whether for personal injury (including death), property damage or otherwise, arising out of, in connection with or derived in any manner from the Event, which are brought by any person, corporation or other entity at any time against Collins, or any other affiliate of Collins ("Collins' Affiliates") ("Claim").
2. Linn Mar shall maintain the following insurance coverage:
 - a. Workers' Compensation as statutorily required in the State of Iowa and Employer's Liability insurance in an amount not less than \$500,000 per accident, per disease;
 - b. Commercial general liability insurance and, if necessary commercial umbrella insurance, with a combined limit not less than \$10,000,000 to cover liability arising from premises, operations, independent contractors, person injury and advertising injury, and liability assumed under an insured contract.



400 Collins Road NE, MS 154-100
Cedar Rapids, IA 52498 USA
Tel 319.295.2552 Fax 319.295.8833

3. Linn Mar shall provide an original certificate of insurance at least fifteen (15) days in advance of the Event. Such insurance shall:
 - a. Waive subrogation in favor of Collins with respects to Workers' Compensation
 - b. Name Collins as an additional insured on its Commercial General Liability insurance policy
 - c. Be considered primary to any insurance maintained by Collins and any insurance possessed by Collins shall be considered excess and noncontributory and
 - d. Not be cancelled or materially reduced without thirty (30) days prior written notice to Collins.
4. To the extent that Linn Mar employees subcontractor for the Event, Linn Mar is obligated to assure that each such subcontractor obtains each of the above insurances and extends such indemnity obligation to Collins. In the event that the subcontractor or its insurers fail or are unable to honor such obligations in any manner, Linn Mar agrees to assume such obligations of the subcontractor.
5. It is specifically agreed that the types and amount of insurance requested above shall not limit or otherwise affect Linn Mar's obligation to indemnify, defend, and hold Collins harmless as provided by the Indemnification provisions of this Agreement.
6. The failure of the Linn Mar to maintain the insurance coverage and limits required by the Collins during the term of this Agreement shall be considered a material breach hereof. Any failure of Collins to declare Linn Mar to be in material breach hereof shall not be deemed a waiver by Collins of the right to claim material breach for subsequent failure to maintain the required coverage.
7. Linn Mar acknowledges that remedies at law may be inadequate to protect Collins against any actual and threatened breach of this Indemnity Agreement, and, without prejudice to any rights and remedies otherwise available to Collins, Linn Mar agrees that Collins may seek injunctive relief to the extent permitted by law. In the event of litigation relating to this Indemnity Agreement, if a court of competent jurisdiction determines that this Indemnity Agreement has been breached by Linn Mar agrees that it will reimburse Collins for its reasonable costs and expenses (including, without limitation, its reasonable legal fees) incurred in connection with any and all such litigation.
8. Linn Mar is responsible for any damage to the building, interior equipment whether attached to the building or otherwise, parking lots or grounds to the extent damage arises from the Event. Linn Mar will follow general good housekeeping rules. The interior building, parking lots and grounds will be cleaned of debris and trash after the Event. If any debris or trash is left in the building or on the grounds or parking lots, Collins will take the appropriate measures to remove it and Linn Mar will be responsible for any expenses incurred by Collins related to the clean-up effort.
9. **The sale, use and or consumption of alcoholic beverages, on the Collins premises, during the Event is strictly prohibited.**



400 Collins Road NE, MS 154-100
Cedar Rapids, IA 52498 USA
Tel 319.295.2552 Fax 319.295.8833

10. No failure by either party to exercise and no delay in exercising any right, power or privilege hereunder will operate as a waiver hereof, nor will any single or partial exercise of any right or privilege hereunder preclude further exercise of the same right or the exercise of any right hereunder. A waiver on one or more occasions of any of the provisions hereof shall not be deemed a continuing one.
11. This Indemnity Agreement shall be governed and construed in accordance with the laws of the State of Iowa applicable to contracts between residents of that State and executed in and to be performed in that State.
12. All submittals required of Linn Mar provide Collins under the terms of this Agreement shall be hand carried, or sent by mail, express courier or facsimile to: Rockwell Collins, Inc., 400 Collins Road NE, Cedar Rapids IA 52498 – Attn: Mike Duffy (m/s 154-100). Fax 319-295-9174.
13. This Indemnity Agreement contains the entire agreement of the parties relating to the subject matter, and no modifications of this Indemnity Agreement or waiver of the terms and conditions hereof will be binding on Linn Mar Collins unless approved in writing by each of them. This Agreement shall be executed in two duplicate originals.

IN WITNESS WHEREOF, intending to be legally bound, Linn Mar, or its successors, has executed this Indemnity Agreement for the benefit of Collins as of the date stated below Linn Mar authorized representative's signature line.

Linn Mar or its successors

By _____

Title _____

Date _____

COOPERATIVE AGREEMENT
by and between
UNIVERSITY OF NORTHERN IOWA AND EDUCATIONAL AGENCIES
for the 2015-2016 Academic Year

This agreement entered into by and between the Board of Regents, State of Iowa, the governing body of the University of Northern Iowa, and Linn-Mar Community School District (hereinafter referred to as the "cooperating educational agency"), in accordance with the Code of Iowa:

Section 262.30 ... CONTRACTS FOR TRAINING TEACHERS provides:

The board of directors of any school district in the state of Iowa may enter into contract with the state board of regents for furnishing instruction to pupils of such school district, and for training teachers for the schools of the state in such particular lines of demonstration and instruction as are deemed necessary for the efficiency of the University of Northern Iowa ... as training schools for teachers.

AND, Section 272.27 ... STUDENT TEACHING AND OTHER EDUCATIONAL EXPERIENCES provides:

If the rules adopted by the board of educational examiners for issuance of any type or class of license require an applicant to complete work in student teaching, prestudent teaching experiences, field experiences, practicums, clinicals, or internships, an institution with a practitioner preparation program approved by the state board of education under section 256.7, subsection 3, shall enter into a written contract with any school district, accredited nonpublic school, preschool registered or licensed by the department of human services, or area education agency in Iowa under terms and conditions as agreed upon by the contracting parties. Please see 272.27 for full details.

1. Scope of Agreement

- 1.1** This Agreement sets forth the role, responsibilities, and rights of personnel associated with the cooperating educational agency, personnel associated with the University of Northern Iowa and of any student enrolled at the university, while assigned as a student teacher or for any other educational experience in the cooperating educational agency.

2. Options of Student Teachers and other Educational Experience Students

- 2.1** Students must be registered for the appropriate university course. Student teaching is a full semester experience. (Students seeking additional endorsement may register for four (4) hours of credit.) The student teaching period will be a minimum of 14 weeks in duration.

3. Placement of Students

- 3.1** Placement of students shall be accomplished on a cooperative basis between the University of Northern Iowa and the cooperating educational agency.
- 3.2** Placement shall be initiated by the university coordinator (hereinafter referred to as coordinator) upon completion of an application from each student setting out his/her qualifications/background and the assignment(s) needed to meet course requirements, certification, endorsement, and approval area standards.
- 3.3** Requests for assignment of students may be accompanied by suggested names of individuals who are recommended to serve as a cooperating teacher/educational agency supervisor by the coordinator.
- 3.4** The University of Northern Iowa reserves the right to decline the assignment of a student to classroom teachers/educational agency supervisors who may request a student. However, said decision shall not be based on race, color, sex, national origin, disability, age, religion, sexual orientation, veteran status or on any other basis protected by state and/or federal law.
- 3.5** The cooperating educational agency reserves the right to refuse assignment to any given student. However, said decision shall not be based on race, color, sex, national origin, disability, age, religion, sexual orientation, veteran status or on any other basis protected by state and/or federal law.

4. Termination or Change of Assignment

- 4.1** The coordinator or cooperating educational agency may, for good cause, terminate or change the assignment of any student. Prior to reaching a decision the coordinator and the cooperating educational agency designee shall consult with the cooperating teacher/educational agency supervisor and all other concerned parties regarding the reason(s) for termination or change in assignment.

5. Supervision of Students

- 5.1** A member of the university faculty, or designee, will serve as the coordinator or supervisor of the student teaching program or educational experiences for the purpose of administering the program and supervising/evaluating the students in cooperation with the cooperating teachers/educational agency supervisors who guide and direct the students.
- 5.2** The identification, selection and continued use of qualified cooperating teachers/educational agency supervisors shall be the joint responsibility of the coordinator and the administrators of the cooperating educational agencies.

(over)

Distribution of copies:

() Cooperating Educational Agency

() Office of the President's Designee

Memorandum of Understanding
Between Mount Mercy University and the Linn-Mar Community School District
Regarding a Professional Development School Partnership

This memorandum of understanding is entered between the Mount Mercy University Education Department and the Linn-Mar Community School District for the 2015 - 2016 academic year pertaining to the Professional Development School partnership with Bowman Woods Elementary.

Vision of the Professional Development School Partnership

A dynamic and sustainable university-school partnership focused on creating rich learning experiences for preservice teachers and PreK-5 students.

Mission

The mission of the Mount Mercy University-Linn-Mar Professional Development School Partnership is to support the continuous and simultaneous development of PK-5 students, preservice teachers, practicing teachers and university faculty.

Goals

1. Improve PK-5 student learning outcomes.
2. Improve quality of teacher preparation.
3. Improve professional learning opportunities for school district and university faculty.

Definition of Roles and Responsibilities

University Faculty

The University Faculty's primary responsibility is to instruct and supervise the development of the preservice teachers placed in the PDS. University Faculty are full-time employees of Mount Mercy University and operate within the Education Department. Faculty are assigned to the PDS, for part of their teaching load, based on their experience and areas of expertise. As it aligns with the school's improvement goals, University Faculty may provide professional development opportunities to classroom teachers. University Faculty may also have the opportunity to pursue scholarship opportunities that meet the joint needs of Mount Mercy University and the school district.

University Faculty will assume responsibility for facilitating the interactions between cooperating teachers and preservice teachers with regard to scheduling instructional opportunities. They will also be charged with monitoring the attendance, professionalism, dispositions and performance of preservice teachers and responding to issues in any of these areas (with the support of Classroom Teachers and/or Building Administrator(s) as appropriate). While operating within the context of the PDS, University Faculty are subject to the rules and regulations of the cooperating school system and to those established by the MMU Education Department, Department of Education and the Code of Ethics of the profession.

Preservice Teachers

The Preservice Teachers placed in the PDS are upper-class education majors completing elementary methods coursework. This experience typically occurs one to two semesters prior to their student teaching semester. Preservice teachers will have the opportunity to develop their skills of instruction, classroom management, assessment and differentiation through participation and observation of elementary classrooms. Preservice teachers will be provided with regular and specific feedback from University Faculty and Classroom Teachers for the purposes of continuous improvement. In addition, Preservice Teachers will be provided with specific training related to the school district's goals so they may be effective in supporting these goals.

While operating within the context of the PDS, preservice teachers are subject to the rules and regulations of the cooperating school system and to those established by the MMU Education Department, Department of Education and the Code of Ethics of the profession. They are responsible for becoming familiar with the policies, initiatives and goals of the school and professional requirements of the Education Department. Regular attendance and preparation is required of all preservice teachers. Preservice teachers may be dismissed from the PDS if they fail to adhere to these professional and ethical guidelines. They will be

provided with one written warning followed by dismissal if no steps to correct the problem are made. In some cases, this written warning may be skipped if the infraction is severe and/or the Building Administrator requests dismissal. (In such cases it will be determined by the Chair of the Education Department whether the student can be assigned to a different field experience.)

Classroom Teachers

Classroom teachers are primarily responsible for the education of the elementary students assigned to them. Additionally, classroom teachers contribute to the development of preservice teachers by providing instructional opportunities, sharing their personal teaching experiences, and collaborating with University Faculty to evaluate the preservice teachers' progress toward licensure requirements.

If at any time a teacher is concerned about the impact the PDS partnership is having on his/her students' progress, he/she should inform the building administrator(s) who will in turn work with University Faculty to amend the situation.

Building Administrator(s)

Building Administrators will work directly with University Faculty to organize and evaluate the PDS partnership. As part of the PDS partnership, Building Administrators agree to provide classroom placements and instructional space for approximately 12 preservice teachers each semester. Building Administrators should regularly communicate with University Faculty and make known the needs within the school that could be addressed through the PDS partnership.

Building Administrators and University Faculty will collaborate to match preservice and classroom teachers in a way that best supports all learning opportunities. Building Administrators have the right to refuse placement in the PDS for any given student as well as to request dismissal of a student who has not met professional expectations.

Conditions for Continuation

This agreement addresses cooperation between the Mount Mercy University Education Department and the Linn-Mar Community School District. This agreement is subject to annual review. For the first year of implementation (2015-2016) both parties acknowledge the developmental nature of this partnership and this memorandum of understanding will be continually updated to reflect any changes that may occur.

This partnership is intended to be of mutual benefit to all parties involved (PK-5 students, teachers, and administrators as well as university faculty and students). If at any time this mutual benefit is in question, termination of this contract may be initiated by the university or school district. Termination should be initiated through written notice at least 45 days prior to the end of the school district semester and is subject to the completion of the entire semester.

Tina Monroe, Principal, Bowman Woods Elementary School

Date

Dr. Katie Mulholland, Superintendent, Linn-Mar Community Schools

Date

Dr. Ellen O'Keefe, Chair, Mount Mercy University Education Department

Date

Dr. Jan Handler, Provost, Mount Mercy University

Date

**Student Teaching/Field Experience Agreement
2015-2016**

This agreement is entered into by and between the Board of Trustees of Cornell College, hereinafter referred to as the Trustees, and Linn Mar Community School District, hereinafter referred to as the local school district.

This agreement is entered into as a result of the requirement outlined in Iowa State Department of Education Standard CU-7 and in accordance with Sections 272.27 and 670.8 of the **Code of Iowa**.

This agreement sets forth the general procedures and responsibilities of both the Trustees and the local school district concerning the assignment and termination of student teachers and field experience students, the supervision and evaluation of student teachers and field experience students, the legal status of student teachers and field experience students, and compensation for cooperating local school districts.

1.0 Assignment of Student Teachers and Field Experience Students.

1.1 The assignment of all field experience students including student teachers shall be made on a cooperative basis involving the Cornell Department of Education and administrators and teachers from the cooperating local school district.

1.2 Placement of all field experience students including student teachers will be with appropriately licensed and practicing teachers. The local school district will assure Cornell the cooperating teachers are licensed in the endorsement area the student teacher is seeking. The local district reserves the right to refuse placement of any given student and Cornell reserves the right to decline the services of any given cooperating teacher. However, such decisions shall not be based on race, creed, color, gender, national origin, religion, disability, sexual orientation, or veteran status.

1.3 After initial assignment of all field experience students including student teachers, either the local cooperating school district or Cornell College may terminate an assignment. Both parties agree to consult each other regarding the consideration of termination before a final decision is made.

2.0 Supervision and Evaluation of Student Teachers and Field Experience Students.

2.1 Members of the Cornell faculty will serve as college supervisors for all Cornell student teachers and field experience students. The college supervisor and the local cooperating teacher will work in concert to arrange school visits by the Cornell faculty and to compose a midterm and final evaluation for student teachers. At the end

of the field experience an evaluation of the student's performance will be completed by the cooperating teacher.

2.2 Cornell College will provide a standardized evaluation procedure and an instrument for all parties to follow when evaluating students.

2.3 Cornell College will hold an annual workshop for cooperating teachers explaining the college's teacher education program and the role of the cooperating teacher and supervising professor.

2.4 Student teachers and field experience students shall be subject to all local school district policies, the rules of Cornell College, and the laws of the state of Iowa.

3.0 Status and Authority of Student Teachers and Other Field Experience Students.

3.1 According to Section 272.27 of the **Code of Iowa**: "Students actually teaching in a school district under the terms of such a contract (meaning one of this type) are entitled to the same protection, under section 670.8, as is afforded by that section to officers and employees of the school district, during the time they are so assigned."

4.0 Compensation for Local Cooperating School Districts.

4.1 Cornell College agrees to pay to ^{LMCSD} ~~Xavier High School~~ or the mentor teacher the sum of \$67.50 per Cornell Term (20 days) (\$270 for four terms) for each student teacher assigned to and accepted by ~~Xavier High School~~. ^{LMCSD}

4.2 There will be no compensation paid for students assigned as field experience students.

Linn Mar Community School District

Dated _____

By _____
President of the Board of Education

Board of Trustees of Cornell College

Dated 4-8-15

By Kay L. Langseth
Vice President for Business Affairs



Fund Raising Request Form

Code 1005.4-E1

Exhibit 1105.1

Completed request forms for the 2014-15 school year are to be submitted to the office of the Exec. Director of Support Services, LRC, according to the following schedule:

Period of Fund Raising Activity	Request Due to the LRC	Board Mtg. Date
Aug 26—Dec 31, 2014	Aug 18, 2014	Aug 25, 2014
Jan 1—Apr 30, 2015	Nov 17, 2014	Dec 8, 2014
May 1—Aug 22, 2015	Mar 30, 2015	Apr 20, 2015

Building Name High School
Sponsoring Group JV Poms

Grades PK-8: 3 (max) school sponsored & 3 (max) PTO sponsored

High School: 3(max) fund raisers per group:

Examples:
fund raise for a trip, summer camp, poster sponsors, apparel sale, tournament, clinic, hosted event/performance

Description of Activity
<u>Car Wash</u>
Activity Date(s) <u>June 6, July 11, August 22</u>
Estimated Proceeds <u>\$1500</u>

Contact Name Andrea Hutchinson
Contact E-Mail ahutchinson@linnmar.k12.ia.us
Contact Phone 319-360-3747
District account used for this activity: 21.3209.1900.920.6696

All fund raising requests must state a "specific public purpose".
What is the purpose and for what will the proceeds be used? *Be specific.*
We want to raise funds to purchase new dance tops to be used at football and basketball games
Information must be furnished in order to be approved*

For High School requests, Activity Coordinator Initial and date here: Andrea Hutchinson

* I am approving that this request is necessary to provide funds for the purpose described above.

Building Admin/Designee [Signature] 4/8/15
Signature of Approval Date

Important Note: Fund Raising Summary Form is due 6 weeks after the activity ends. Proceeds should be spent during the year the funds were raised. All groups are required to submit an annual report by the end of the school year to the Exec. Director of Support Services office specifying how all fund raising proceeds were spent.

Date Request Was Received: 4.8.15 (SO)

Exec. Dir. Support Services Review Date: 4/8/15 RAI

Reviewed/Approved by School Board: _____

School Finance Report

March 31, 2014

75% of the School Year Complete

	Current Budget	Beginning Fund Balance	Y-T-D Revenue	Exp This Mon	Exp. Last Month	Exp Y-T-D	% Exp (Budget)	% Exp (Rev)	Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$48,323,345			\$4,073,919	\$4,393,813	\$29,282,387	60.6%		\$19,040,958		
2) Support Services(2000-2999)	\$22,547,755			\$1,585,568	\$1,621,909	\$14,407,114	63.9%		\$8,140,641		
3) Non-Instructional(3000-3999)	\$3,374,761			\$253,633	\$243,876	\$1,969,527	58.4%		\$1,405,234		
4) Other Expenditures((4000-5299)	\$26,080,760			\$4,734,534	\$14,826,847	\$33,411,428	89.6%	w/o transf	-\$7,330,668		
									\$5,608,536		
Total	\$100,326,621			\$ 10,647,654	\$ 21,086,446	\$ 79,070,456	68.8%	w/o transf	\$26,864,701		
Interfund Transfers	\$5,608,536			\$ 1,036,936	\$ 1,300,559	\$ 10,034,706	178.9%				
Operating Fund	\$70,279,498	\$11,662,166	\$43,196,166	\$5,577,869	\$6,047,907	\$42,440,423	60.4%	98%	27,839,075	755,743	12,417,908
PPEL	\$3,210,000	\$2,122,307	\$1,727,297	\$133,368	\$44,609	\$1,993,062	62.1%	115%	1,216,938	(265,765)	1,856,542
Management	\$1,040,861	\$2,049,742	\$700,440	\$0	\$106	\$1,194,784	114.8%	171%	(153,923)	(494,344)	1,555,398
Activity	\$1,400,000	\$561,515	\$1,112,237	\$127,998	\$118,820	\$971,014	69.4%	87%	428,986	141,223	702,738
Nutrition	\$3,256,000	\$1,641,925	\$2,190,290	\$257,143	\$245,228	\$1,891,931	58.1%	86%	1,364,069	298,359	1,940,284
SAVE	\$3,685,000	\$16,986,244	\$3,727,158	\$49,384	\$84,735	\$560,755	15.2%	0%	3,124,245	3,166,403	20,152,647
Debt Service	\$9,081,262	\$3,207,666	\$24,707,316	\$3,893,791	\$14,288,927	\$23,460,415	258.3%	0%	(14,379,153)	1,246,901	4,454,567
Other Capitol Projects	\$8,000,000	\$2,367,149	\$4,208,754	\$599,006	\$253,614	\$6,493,840	81.2%	0%	1,506,160	(2,285,086)	82,063
PERL	\$374,000	\$274,803	\$134,185	\$5,895	\$2,399	\$60,932	16.3%	0%	313,068	73,254	348,057
Aquatic Center	\$0	\$0	\$200	\$3,200	\$100	\$3,300	#DIV/0!	100%	(3,300)	(3,100)	(3,100)
Total	\$100,326,621	\$40,873,516	\$81,704,044	\$10,647,654	\$21,086,445	\$79,070,456	78.8%	97%	21,256,165	2,633,588	43,507,104
Interfund Transfers	\$5,608,536		\$10,034,706	\$1,036,936	\$1,300,559	\$10,034,706	0.0%	0%	(4,426,170)		

Linn-Mar Community School District

Cash Balances

Fiscal Year: 2013-2014

Date Range: 03/01/2014 - 03/31/2014

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0001.0000.000.0000.101000	CASH IN BANK	13,286,029.10	4,720,658.24	5,495,074.39	12,511,612.95
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	2,952.82	2,952.82	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	714,886.00	118,659.31	131,609.02	701,936.29
22.0006.0000.000.0000.101000	CASH IN BANK	1,531,043.85	24,353.97	0.00	1,555,397.82
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	2,399.34	2,399.34	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	349,063.97	4,888.27	5,895.29	348,056.95
33.0000.0000.000.0000.111008	2014C RESERVE CD	952,500.00	0.00	631,000.00	321,500.00
33.0000.0000.000.0000.111010	1.885 REV BOND RESERVE CD	1,885,000.00	0.00	0.00	1,885,000.00
33.0000.0000.000.0000.111011	2014A RESERVE CD	694,000.00	0.00	0.00	694,000.00
33.0000.0000.000.0000.111012	938,977 RESERVE CD	940,358.90	0.00	0.00	940,358.90
33.0000.0000.000.0000.111013	2013 Reserve CD Ohnward	966,803.12	0.00	0.00	966,803.12
33.0003.0000.000.0000.101000	CASH IN BANK	5,367,810.45	976,394.37	987,350.51	5,356,854.31
35.0003.0000.000.0000.101000	CASH IN BANK	660,029.79	11.73	599,005.67	61,035.85
36.0003.0000.000.0000.101000	CASH IN BANK	1,868,737.84	63,734.81	134,025.57	1,798,447.08
40.0003.0000.000.0000.101000	CASH IN BANK	3,971,060.23	4,925,721.64	4,374,314.70	4,522,467.17
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	136,752.91	136,752.91	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	1,336,500.75	339,135.09	329,469.47	1,346,166.37
65.0002.0000.000.0000.101000	CASH IN BANK	100.00	0.00	3,200.00	(3,100.00)
		<u>34,523,924.00</u>	<u>11,315,662.50</u>	<u>12,833,049.69</u>	<u>33,006,536.81</u>

End of Report

School Finance Report

March 31, 2015

75% of the School Year Complete

	Current Budget	Beginning Fund Balance(est)	Y-T-D Revenue	Exp This Mon	Exp. Last Month	Exp Y-T-D	% Exp (Budget)		Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$51,750,000			\$3,820,829	\$4,073,861	\$29,713,493	57.4%		\$22,036,507		
2) Support Services(2000-2999)	\$23,266,000			\$1,887,647	\$1,878,889	\$16,413,289	70.5%		\$6,852,711		
3) Non-Instructional(3000-3999)	\$3,483,000			\$300,101	\$250,471	\$2,173,510	62.4%		\$1,309,490		
4) Other Expenditures((4000-5299)	\$25,310,943			\$349,858	\$641,722	\$13,815,154	26.5%	w/o transf	\$11,495,789		
Total	\$103,809,943			\$ 6,358,435	\$ 6,844,943	\$ 62,115,446	53.0%	w/o transf	\$41,694,497		
Interfund Transfers	\$14,058,094			\$ 376,261	\$ 376,261	\$ 7,109,443	50.6%		\$6,948,651		
Operating Fund-10	\$73,775,943	\$11,554,282	\$47,328,293	\$5,835,837	\$6,060,723	\$45,192,314	61.3%		28,583,629	2,135,979	13,690,261
PPEL-36	\$3,850,000	\$2,434,751	\$1,978,116	\$15,621	\$83,961	\$1,653,552	42.9%		2,196,448	324,564	2,759,315
Management-22	\$1,062,000	\$2,093,890	\$576,429	\$0	\$271	\$1,015,806	95.7%		46,194	(439,377)	1,654,513
Activity-21	\$1,400,000	\$573,221	\$984,721	\$101,498	\$71,511	\$828,047	59.1%		571,953	156,674	729,895
Nutrition-61	\$3,354,000	\$1,889,522	\$2,110,805	\$290,946	\$238,581	\$1,991,757	59.4%		1,362,243	119,049	2,008,571
SAVE-33	\$1,025,000	\$21,942,700	\$7,754,233	\$0	\$0	\$1,392,665	135.9%		(367,665)	6,361,568	28,304,268
Debt Service-40	\$9,360,000	\$3,477,311	\$5,724,958	\$3,000	\$0	\$5,279,655	56.4%		4,080,345	445,302	3,922,613
Other Capitol Projects-35	\$9,500,000	\$3,998,305	\$3,671,860	\$93,375	\$375,141	\$4,553,041	47.9%		4,946,959	(881,181)	3,117,124
PERL-24	\$433,000	\$417,428	\$138,777	\$2,828	\$2,828	\$99,615	23.0%		333,385	39,162	456,590
Aquatic Center-65	\$50,000	\$6,691	\$183,760	\$13,296	\$9,908	\$103,796	207.6%		(53,796)	79,964	86,655
Student Store-68		\$0	\$7,772	\$2,036	\$2,019	\$5,197				2,575	2,575
Total	\$103,809,943	\$48,388,101	\$70,459,724	\$6,358,435	\$6,844,943	\$62,115,446	59.8%		41,694,497	8,344,279	56,732,380
Interfund Transfers	\$14,058,094		\$7,109,443	\$376,261	\$376,261	\$7,109,443	0.0%		6,948,651		

Linn-Mar Community School District

Cash Balances

Fiscal Year: 2014-2015

Date Range: 07/01/2014 - 03/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0001.0000.000.0000.101000	CASH IN BANK	17,965,552.15	86,516,834.50	91,291,533.33	13,190,853.32
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	59,386.24	59,386.24	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	599,034.00	3,179,000.46	3,049,691.18	728,343.28
22.0006.0000.000.0000.101000	CASH IN BANK	2,091,274.08	4,762,894.71	5,199,655.54	1,654,513.25
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	25,029.05	25,029.05	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	419,043.14	996,851.60	959,301.85	456,592.89
33.0000.0000.000.0000.111008	REV BOND RESERVE INVESTMENT	321,500.00	643,000.00	643,000.00	321,500.00
33.0000.0000.000.0000.111010	1.885 REV BOND RESERVE CD	1,885,000.00	3,770,000.00	3,770,000.00	1,885,000.00
33.0000.0000.000.0000.111011	1.555 RESERVE CD	694,000.00	1,388,000.00	1,388,000.00	694,000.00
33.0000.0000.000.0000.111012	938,977 RESERVE CD	944,280.80	1,888,561.60	1,888,561.60	944,280.80
33.0000.0000.000.0000.111013	2013 Reserve CD Ohnward	966,803.12	1,933,606.24	1,933,606.24	966,803.12
33.0003.0000.000.0000.101000	CASH IN BANK	1,080,484.59	10,388,403.04	10,607,338.13	861,549.50
35.0003.0000.000.0000.101000	CASH IN BANK	4,404,883.06	16,158,065.44	17,466,850.98	3,096,097.52
36.0003.0000.000.0000.101000	CASH IN BANK	2,563,476.66	7,189,215.39	7,064,034.94	2,688,657.11
40.0003.0000.000.0000.101000	CASH IN BANK	3,465,221.99	12,668,337.55	12,210,945.94	3,922,613.60
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	1,103,876.23	1,103,876.23	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	1,251,467.30	3,691,307.52	3,413,297.47	1,529,477.35
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	64,969.71	64,969.71	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	31,679.80	219,201.88	164,226.59	86,655.09
68.0002.0000.000.0000.101000	CASH IN BANK	0.00	8,032.35	5,457.41	2,574.94
		<u>38,683,700.69</u>	<u>156,654,573.51</u>	<u>162,308,762.43</u>	<u>33,029,511.77</u>

End of Report