

**GENERAL NOTES**

- ROOF PLAN LAYOUT, LOCATION, AND SECTIONS WERE TAKEN FROM EXISTING BUILDING PLANS AND FIELD CONDITIONS. IF THE CONTRACTOR RESPONSIBILITY TO CORE THE ROOF, THE CONTRACTOR SHALL VERIFY ALL CONDITIONS OF THE EXISTING ROOF SYSTEM INCLUDING INSULATION TYPE AND THICKNESS. FAILURE TO VERIFY CONDITIONS WILL BE AT THE CONTRACTOR'S RISK.
- THE EXACT LOCATION AND ELEVATION OF ALL PUBLIC UTILITIES SHALL BE DETERMINED BY THE CONTRACTOR. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ASCERTAIN WHETHER ANY ADDITIONAL UTILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT.
- NEW ROOFING ASSEMBLY CONSISTS OF:
  - 1" HD COVER BOARD
  - 2" POLYISOCYANURATE INSULATION
  - SELF-ADHERED FLASH BARRIER
  - THERMAL BARRIER BOARD
  - METAL DECK
- REMOVE EXISTING ROOF SYSTEMS DOWN TO EXISTING DECK.
- REMOVE EXISTING SHEET METAL UNLESS NOTED OTHERWISE AND REPLACE WITH NEW AS PLANS SHOW. ALL PERIMETER WOOD BLOCKING SHALL BE OF UNIFORM HEIGHT AND OF A MINIMUM HEIGHT TO MATCH THE THICKNESS OF THE NEW INSULATION SYSTEM WHERE INDICATED BY THE ROOF DETAILS. THE CONTRACTOR SHALL REEF FREIGHT OF ALL WOOD BLOCKING.
- TOP FASTENING OF COPING CAP COMPONENTS IS NOT ALLOWED UNLESS APPROVED BY THE CONTRACTOR TO INSTALLATION. FAILURE TO DO SO WILL BE AT CONTRACTOR'S OWN RISK AND WILL RESULT IN REPLACEMENT OF COMPONENTS.
- ALL EXISTING METAL WOODS, VENTS, CAPS, ETC. REMOVED AND REINSTALLED DOWN TO EXISTING DECK SHALL BE PROPERLY REFASTENED TO PROVIDE WEATHER-TIGHT CONNECTIONS.
- RABE ALL CURBS AND VENTS WHICH DO NOT MEET THE MINIMUM HEIGHTS SHOWN. REMOVE EXISTING TAPERED CHIMNEY OR UPSLOPE JOBS OF CLASS 2 OR WORSE. ONE (1) COURSE OF 1" HD COVER BOARD WITH WIND-RESISTED SLOPE AWAY FROM CURBS AND VALLES DIRECTING WATER TO THE DRAINAGE.
- FLASH ALL DRAINS, CURBS, VENTS AND STACKS AS SHOWN IN PLANS. REFER TO MANUFACTURER'S STANDARD DETAILS AND RECOMMENDATIONS FOR ANY MISCELLANEOUS DETAILS NOT SHOWN IN THE PLANS.
- REPLACE ANY DAMAGED, BROKEN OR MISSING DRAIN GRATES. CLAMPING BRUSH AND GUTTERS WITH NEW. NEW DRAIN GRATES SHALL BE METAL. EXISTING PLASTIC DRAIN GRATES SHALL BE REPLACED WITH METAL GRATES. ALL DRAINS SHALL BE TESTED AND MADE OPERATIONAL PRIOR TO COMPLETION OF PROJECT.
- ALL NEW AND EXISTING DRAIN GRATES AND CLAMPING BRUSH SHALL BE PARTED SAFETY RED. THE CONTRACTOR SHALL CLEAN REMOVE SURFACE PULL PRIME AND PAINT ANY EXISTING DRAIN PARTS.
- USE OF MANUFACTURER APPROVED PENETRATION POTENTIAL NOT BE FURNISHED UNLESS APPROVALS OR PERMITS ARE OBTAINED FROM SHEV-HATTERY, INC. PRIOR TO INSTALLATION.
- PROVIDE DISCONNECT AND RECONNECT OF MECHANICAL AND ELECTRICAL EQUIPMENT AS REQUIRED TO ACCOMMODATE INSTALLATION OF NEW ROOF SYSTEM AND INCREASE IN HEIGHT OF CURBS, VENTS OR EQUIPMENT OPERATIONAL WHEN WORK IS COMPLETE. COORDINATE THIS WORK WITH THE OWNER.
- THE CONTRACTOR SHALL INCLUDE ANY MODIFICATIONS, MATERIALS AND/OR IMPROVEMENTS REQUIRED BY THE ROOF SYSTEM MANUFACTURER TO MEET SPECIFIED WARRANTY.
- ALL PERIMETER WOOD BLOCKING SHALL BE OF UNIFORM HEIGHT AND OF A MINIMUM HEIGHT TO MATCH THE THICKNESS OF THE NEW INSULATION SYSTEM. THE CONTRACTOR SHALL VERIFY HEIGHT OF ALL WOOD BLOCKING. CONTRACTOR SHALL REFASTEN EXISTING EXISTING WOOD BLOCKING AND NEW WOOD BLOCKING ACCORDING TO THE FOLLOWING REQUIREMENTS:
  - WOOD TO WOOD CONNECTIONS SHALL BE FASTENED WITH #14-24" WOOD TO WOOD FASTENERS. 2 INCHES SPACING AND 12" ON CENTER AT 2" OF OUTSIDE CORNERS. FASTENERS MUST MEET MINIMUM OF 100% FULL-OUT VALLEY. SEE SPECIFICATIONS FOR APPROVED FASTENERS.
  - WOOD TO MASONRY CONNECTIONS SHALL BE FASTENED WITH 1/4" #14" SELF-DRILLING FASTENER AT 4" OC MAX AND AT 2" OC WITHIN 8" OF OUTSIDE CORNERS. SEE SPECIFICATIONS FOR APPROVED FASTENERS.
  - WOOD TO STEEL CONNECTIONS SHALL BE FASTENED WITH 1/4" #14" SELF-DRILLING FASTENER AT 4" OC MAX AND AT 2" OC WITHIN 8" OF OUTSIDE CORNERS. SEE SPECIFICATIONS FOR APPROVED FASTENERS.
  - WOOD TO PLATE STEEL CONNECTIONS SHALL BE FASTENED WITH 1/4" #14" SELF-DRILLING FASTENERS WITH BOLTS AT 4" OC MAX AND AT 2" OC WITHIN 8" OF OUTSIDE CORNERS. SEE SPECIFICATIONS FOR APPROVED FASTENERS.

**SHV-HATTERY**  
 ARCHITECTURE  
 222 Broadway Ave., Suite 200, E. 10th Floor, New York, NY 10038  
 212.420.4200  
 www.shv-hattery.com

Linn-Mar 2019 Roof Improvements

Linn-Mar High School  
 Wilkins Elementary

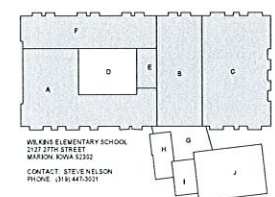
**PRELIMINARY  
 -NOT FOR  
 CONSTRUCTION**

DESIGNED BY	DATE
APPROVED BY	DATE
ISSUED FOR	DATE
PROJECT NO.	DATE
FIELD BOOK	DATE

WILKINS

A1.01

**Exhibit 400.1**



**WILKINS KEY PLAN**  
 1" = 40'-0"

**WILKINS KEY PLAN**  
 1" = 14'-0"

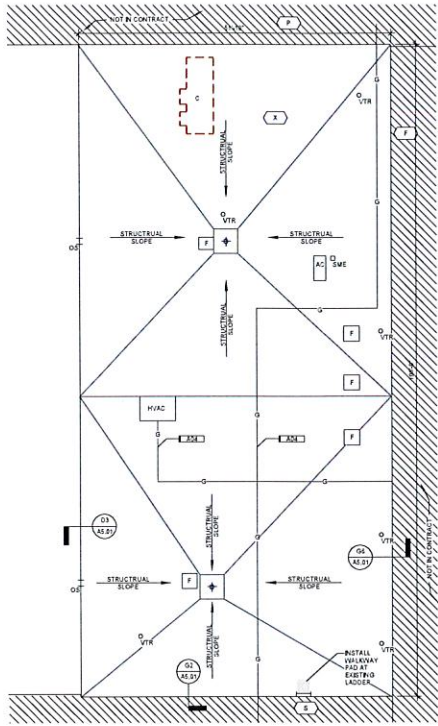
PLAN MARK	DESCRIPTION	REFERENCE	REMARKS
WALKN / PAD		N/A	
VTR	VENT THROUGH ROOF	A2/A5.01	
HS	HOT STACK	A5/A5.01	
DR	ROOF DRAIN	B3/A5.01	
EL	EXIST'G LADDER	N/A	
EXP	EXPANSION JOINT	SEE PLAN	
S.SLOPE	STRUCTURAL SLOPE	N/A	FINISHED SLOPE
T.SLOPE	TAPERED SLOPE	N/A	FINISHED SLOPE
B	ROOF BREAKOUT	N/A	
HATCH	ROOF HATCH	O5/A5.01	
F	ROOF CURB	B2/A5.01	
V	ROOF CURB	B2/A5.01	
C	CAPPED CURB	A6/A5.01	
EME	SHEET METAL ENCLOSURE	B5/A5.01	
OS	ROOF EDGE	SEE PLAN	
OS	OVERFLOW SCUPPER	SEE PLAN	
OS	DUCT ABOVE ROOF	N/A	
DK	DECK METAL	A6/A5.01	

KEY	NOTE
A51	REMOVE EXISTING ROOF DRAIN AND REEET. PROVIDE NEW ROOF DRAIN AND NO H.S. CONNECTION TO EXISTING PIPING. INSULATE PIPE AND ROOF DRAIN.
A52	DISCONNECT EXISTING ROOF DRAIN THROUGH SHEET METAL ENCLOSURE. COORDINATE SHUT DOWN WITH OWNER.
A53	REMOVE ALL UNLISHED HANGERS, CLIPS, ETC. FROM WALL. INFILL HOLES WITH SEALANT.
A54	REMOVE ALL EXISTING PIPE SUPPORTS.
A55	DO NOT TO BE REMOVED BY OTHER PRIOR TO ROOF REPLACEMENT.
A56	DISCONNECT DUCT TO BE REMOVED. RULL DECK PER DETAIL AS SHOWN.
A57	EXIST'G LADDER TO BE REPLACED BY OWNER.
A58	REMOVE EXISTING ROOF. INSTALL NEW HATCH (OFF-SITE) PROVIDED BY OWNER.
A59	REMOVE EXISTING PLYWOOD AND REPLACE WITH METAL DECK. SEE DETAIL AS SHOWN.

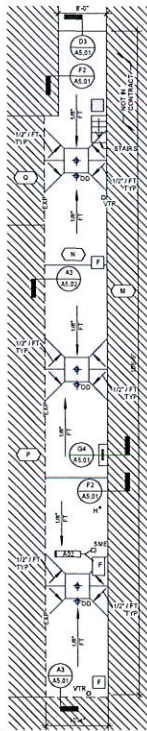
**ARCHITECT**

WILKINS ELEMENTARY SCHOOL  
 2127 07TH STREET  
 MARION, IOWA 52552  
 CONTACT: STEVE NELSON  
 PHONE: (562) 441-0001

DATE: 2.8.2019  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 PROJECT NO.: 2019-01  
 SHEET NO.: [Number]  
 TOTAL SHEETS: [Total]



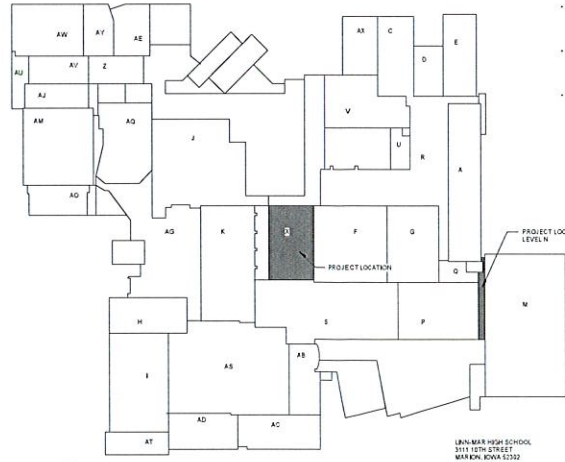
**A4 HIGH SCHOOL ROOF PLAN LEVEL X**  
1" = 1/2" SE = 1/2"



**C4 HIGH SCHOOL ROOF LEVEL X**  
1" = 1/2" SE = 1/2"



**B8 HIGH SCHOOL KEY PLAN**  
1" = 1/2" SE = 1/2"



**E6 HIGH SCHOOL KEY PLAN**  
1" = 1/2" SE = 1/2"

LINN-MAR HIGH SCHOOL  
3111 16TH STREET  
BIRMINGHAM, AL 35202  
CONTACT: STEVE NELSON  
PHONE: (205) 447-3541

ROOF LEGEND			
PLAN MARK	DESCRIPTION	REFERENCE	REMARKS
F	CURB	B2/AS, O1	
VTR	VENT THROUGH ROOF	A2/AS, O1	
AC	A/C UNIT	B2/AS, O1	
DR	ROOF DRAIN	B3/AS, O1	
OD	OVERFLOW ROOF DRAIN	A3/AS, O1	
GL	GAS LINE	NA	
SME	SHEET METAL ENCLOSURE	B5/AS, O1	
S	STRUCTURAL SLOPE	NA	
T	TAPERED SLOPE	NA	
X	ROOF DESIGNATION	NA	
MVAC	MECHANICAL UNIT	B2/AS, O1	
OH	WATER HYDRANT	A3/AS, O1	
CD	CAPPED CURB	AS/AS, O1	
W	WALKWAY PAD	NA	

KEYNOTE LEGEND	
KEY	NOTE
A21	REMOVE EXISTING ROOF DRAIN AND RE-INSTALL NEW ROOF DRAIN AND NO RISER CONNECTION TO EXISTING PIPING. INSULATE PIPE AND ROOF DRAIN DISCONNECT UNIT AND RECONNECT THROUGH NEW SHEET METAL ENCLOSURE COORDINATE SHOP DRAWINGS OWNER.
A33	REMOVE ALL UNLISHED HANGERS, CURBS, ETC FROM WALL. INSTALL HOLES WITH REINFORCEMENT.
A34	REINSTALL EXISTING PRE SUPPORTS.
A35	UNIT TO BE REMOVED BY OTHER PRIOR TO ROOF RE-ASSEMBLY.
A36	DISCONNECT UNIT TO BE REMOVED. WALK DECK FOR DETAIL AS SHEET AS.1.
A37	EXISTING UNITS TO BE REPLACED BY OWNER.
A38	REMOVE EXISTING INSULATION. INSTALL NEW INSULATION PROVIDED BY OWNER.
A39	REMOVE EXISTING PLUMBING AND REPLACE WITH METAL DECK. SEE DETAIL AS SHEET AS.1.

- GENERAL NOTES**
- ROOF PLAN LAYOUT, LOCATION, AND SECTIONS WERE TAKEN FROM EXISTING BUILDING PLANS AND FIELD CONDITIONS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CORRECT THE ROOF. THE CONTRACTOR SHALL BE RESPONSIBLE TO CORRECT THE ROOF. THE CONTRACTOR SHALL BE RESPONSIBLE TO CORRECT THE ROOF. THE CONTRACTOR SHALL BE RESPONSIBLE TO CORRECT THE ROOF.
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  - NEW ROOFING ASSEMBLY CONSISTS OF:
    - REMOVE EXISTING ROOF SYSTEMS DOWN TO EXISTING DECK.
    - WHERE NOTED ON ROOF PLAN INSULATION WAS ORIGINAL YATTACHED TO THE METAL DECK WITH ADHESIVE.
    - REMOVE EXISTING SHEET METAL UNLESS NOTED OTHERWISE AND REPLACE WITH NEW 1/2" THICK PERIMETER WOOD BLOCKING SHALL BE OF LINEFORM HEIGHT AND OF A MINIMUM HEIGHT TO MATCH THE THICKNESS OF THE NEW INSULATION SYSTEM UNLESS INDICATED BY THE ROOF DETAILS. THE CONTRACTOR SHALL VERIFY HEIGHT OF ALL WOOD BLOCKING.
    - TOP FASTENERS OF COPING CAP COMPONENTS IS NOT ALLOWED UNLESS APPROVED BY WRITING BEFORE INSTALLATION. FAILURE TO DO SO WILL BE AT CONTRACTOR'S OWN RISK AND SHALL RESULT IN REPLACEMENT OF COMPONENTS.
    - APPROX ON THE PLAN INDICATE DIRECTION OF GRADE FOR TAPERED INSULATION SYSTEM. THE CONTRACTOR SHALL VERIFY ALL EXISTING ROOF BLOCKING AND DRAIN LOCATION BEFORE ORDERING TAPERED INSULATION MATERIAL. SUBMIT TAPERED INSULATION LAYOUT PLAN. SEE SPECIFICATION SYSTEM DESCRIPTION.
    - ALL EXISTING METAL HOODS, VENTS, CAPS, ETC. REMOVE AND REINSTALL ON NEW ROOFING SYSTEM. SHALL BE PROPERLY REFASTENED TO PROVIDE WATER-TIGHT CONNECTIONS.
    - RAISE ALL CURBS AND VENTS WHICH DO NOT MEET THE MINIMUM FINISH FLOOR FINISH ELEVATION. INSTALL TAPERED COPING CAP ON UP-SLOPE SIDE OF CURBS 2" OR MORE ABOVE FINISH FLOOR FINISH ELEVATION. MINIMUM FINISHED SLOPE AHEAD FROM CURB AND VENTS TO DRAIN OR TO STREET.
    - FLASH ALL DRAIN CURBS, VENTS AND STACKS AS SHOWN IN PLANS. REFER TO MANUFACTURER'S STAPLED DETAILS AND RECOMMENDATIONS FOR ANY MISCELLANEOUS DETAILS NOT SHOWN IN THE PLANS.
    - REMOVE AND DISPOSE OF EXISTING OR NEW DRAIN GRATES. CLAMPING RINGS AND BOLTS WITH NEW DRAIN PARTS SHALL MATCH EXISTING DRAIN DESIGN. NEW DRAIN GRATES SHALL BE METAL. EXISTING PLASTIC DRAIN GRATES SHALL BE REPLACED WITH METAL DRAIN GRATES. ALL DRAIN GRATES SHALL BE TESTED AND MADE OPERATIONAL PRIOR TO COMPLETION OF PROJECT.
    - ALL NEW AND EXISTING DRAIN GRATES AND CLAMPING RINGS SHALL BE PAINTED SAFETY RED. THE CONTRACTOR SHALL CLEAN, REMOVE SURFACE RUST, PRIME AND PAINT ANY EXISTING DRAIN PARTS.
    - USE OF MANUFACTURED APPROVED PENETRATION POCKET WILL NOT BE PERMITTED UNLESS APPROVAL IS OBTAINED BY WRITING FROM SHIVE-HATTERY, INC. PRIOR TO INSTALLATION.
    - PROVIDE DISCONNECT AND RECONNECT OF MECHANICAL AND ELECTRICAL EQUIPMENT AS REQUIRED TO ACCOMMODATE INSTALLATION OF NEW ROOF SYSTEM AND INCREASE IN HEIGHT OF CURBS. VERIFY EQUIPMENT OPERATIONAL WHEN WORK IS COMPLETE. COORDINATE THIS WORK WITH THE OWNER.
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      - WOOD TO WOOD CONNECTIONS SHALL BE FASTENED WITH 1/4" X 1/2" WOOD TO WOOD FASTENERS. 2 ROWS STAGGERED 14" OC AND AT 12" OC WITHIN 8" OF OUTSIDE CORNERS. FASTENERS MUST MEET MINIMUM OF 100 PULL-OUT VALUE. SEE SPECIFICATIONS FOR APPROVED FASTENERS.
      - WOOD TO MASONRY CONNECTIONS SHALL BE FASTENED WITH 1/4" X 1/2" WOOD TO MASONRY FASTENERS AT 14" OC MAX AND AT 12" OC WITHIN 8" OF OUTSIDE CORNERS. SEE SPECIFICATIONS FOR APPROVED FASTENERS.
      - WOOD TO STEEL CONNECTIONS SHALL BE FASTENED WITH 1/4" X 1/2" SELF DRILLING FASTENERS AT 4" OC MAX AND AT 24" OC WITHIN 8" OF OUTSIDE CORNERS. SEE SPECIFICATIONS FOR APPROVED FASTENERS.
      - WOOD TO PLATE STEEL CONNECTIONS SHALL BE FASTENED WITH 1/2" HOT DIP GALVANIZED THRU BOLT AT 4" OC MAX AND AT 24" OC WITHIN 8" OF OUTSIDE CORNERS. SEE SPECIFICATIONS FOR APPROVED FASTENERS.

**SHIVE-HATTERY ARCHITECTURAL ENGINEERING**  
222 Third Avenue, Suite 2000 | Mobile, Alabama 36684  
Phone: (904) 686-1100

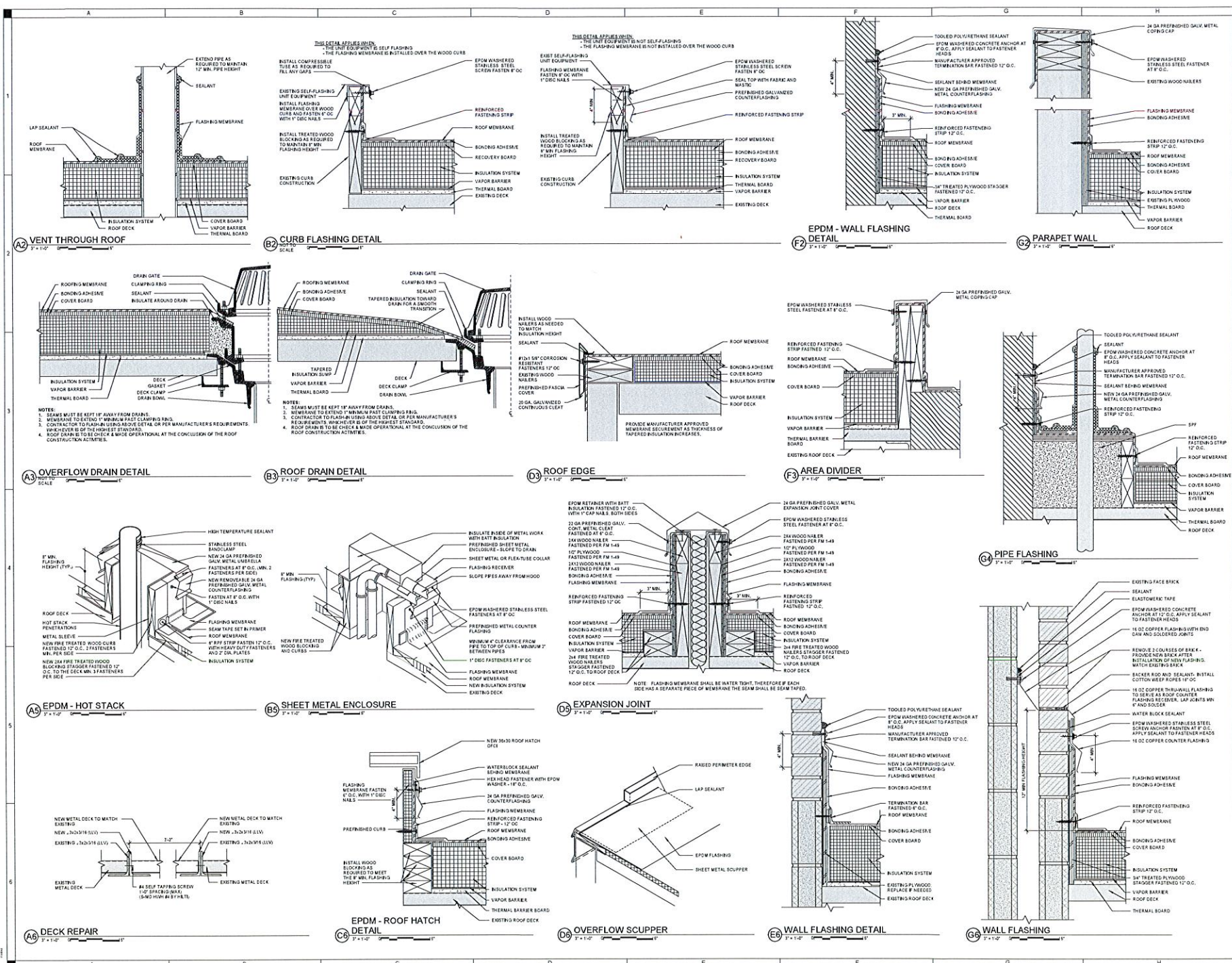
Linn-Mar 2019 Roof Improvements  
Linn-Mar High School  
Williams Elementary

**PRELIMINARY - NOT FOR CONSTRUCTION**

DRAWN: JTO  
APPROVED: MTK  
CHECKED: JTO  
PROJECT NO: 19-0001  
PROJECT NO: 19-0001  
FILE NO: 19-0001

**HIGH SCHOOL**

**A1.02**



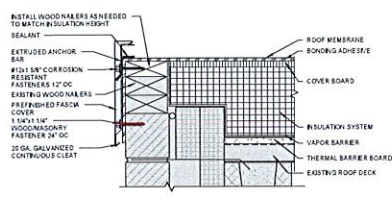
**SHIVE-HATTERY**  
 ARCHITECTS, INC.  
 222 North Avenue SE, Suite 100 | Columbus, Georgia, USA 31904  
 706.325.2622 | www.shive-hattery.com

Linn-Mar 2019 Roof Improvements  
 Linn-Mar High School  
 Williams Elementary

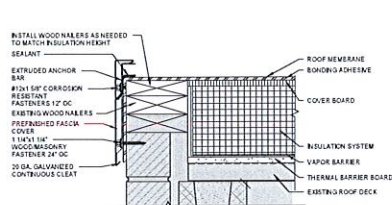
**PRELIMINARY**  
**- NOT FOR**  
**CONSTRUCTION**

DRAWING NO. 1515  
 APPROVED: MTH  
 DESIGNED FOR: SHIVE-HATTERY ARCHITECTS, INC.  
 PROJECT NO. 1515-18-001  
 REVISION BOOK

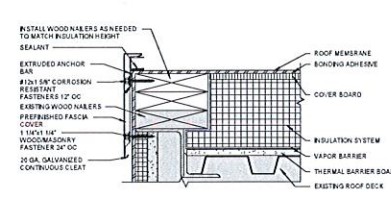
DETAILS  
**A5.01**



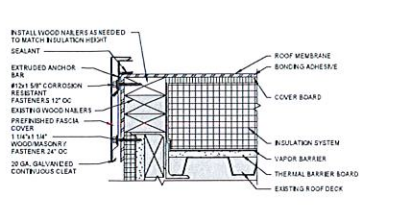
**A2** ROOF EDGE FLASHING - BRICK  
3'-1 1/2"



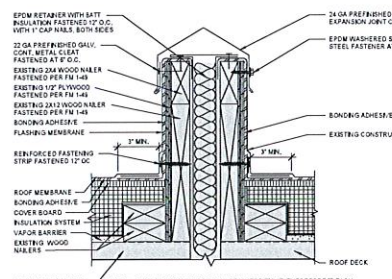
**C2** ROOF EDGE FLASHING - BRICK  
3'-1 1/2"



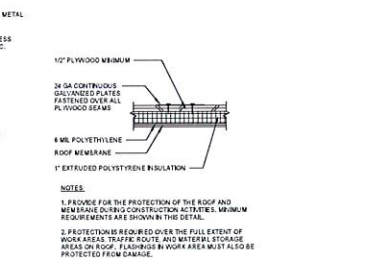
**D2** ROOF EDGE FLASHING  
3'-1 1/2"



**F2** ROOF EDGE FLASHING  
3'-1 1/2"



**A3** EXPANSION JOINT  
3'-1 1/2"



**C3** ROOF PROTECTION  
3'-1 1/2"

- NOTES:**
1. PROVIDE FOR THE PROTECTION OF THE ROOF AND MEMBRANE DURING CONSTRUCTION ACTIVITIES. MINIMUM REQUIREMENTS ARE SHOWN IN THIS DETAIL.
  2. PROTECTINGS REQUIRED OVER THE FULL EXTENT OF WORK AREAS, TRAFFIC ROUTES, AND MATERIAL STORAGE AREAS ON ROOF. FLASHING IN WORK AREA MUST ALSO BE PROTECTED FROM DAMAGE.

**PRELIMINARY**  
**- NOT FOR**  
**CONSTRUCTION**

DRAWN: TJO
APPROVED: MTK
DESIGNED FOR: BOARD APPROVAL
PROJECT NO: 151249
FIELD BOOK:

## Cabinet Updates: February 11, 2019

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



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

**Policy Committee:** The committee met on February 8th to review the [900 policy series](#) and recommended updates to *Policy 902.9: Lease, Sale, or Disposal of School District Facilities and Sites*.

**Teaching and Learning Update:** [Winter 2019 Newsletter](#)

**Kindergarten Roundup:** Due to weather-related cancellations, Kindergarten Roundup has been rescheduled. [Click here to access the newly scheduled dates/times.](#)

**High School Registration:** [Check out this informative video](#) from 9th/10th Grade Counselors Ms. Cline, Mr. Hall, and Mr. Martin regarding course registration for high school. Great job by our counselors!

# District Achievements and Honors

**Volunteer Award:** Congratulations to Akash Gururaja, senior at Linn-Mar High School, for being named a distinguished finalist in the Iowa Top Youth Volunteers of 2019 Prudential Spirit of Community Awards. Akash co-founded “Carnatic for a Cause,” an organization that has raised more than \$24,000 for community causes since 2015 by organizing a series of performances featuring young artists. The initiative, which has featured 75 performers at events in five cities, has benefited causes ranging from a local women and children’s center to flood victims in Chennai, India. The program recognizes students for their impressive community service activities. As a distinguished finalist, Akash will receive an engraved bronze medallion. The Prudential Spirit of Community Awards, now in its 24th year, is conducted by Prudential Financial in partnership with the National Association of Secondary School Principals.



**A+ for Education Award:** Congratulations to Molly Mulherin, Linn Grove Teacher, who was the recent recipient of the KCRG-TV 9 A+ for Education award. The award recognizes outstanding educators in eastern Iowa.



**Community Promise Notables:** Congratulations to the Linn-Mar Robotics teams for being mentioned in the January 31st edition of MEDCO’s *Marion Community Promise* e-newsletter! They were highlighted for their achievement of advancing to the FIRST Robotics Competition at the University of Northern Iowa on March 21-23. [Click here for more information on the event!](#)

Congratulations to Stacia Drey, sophomore at LMHS, for being featured in the *Marion Community Promise* e-newsletter! Stacia was selected to participate in Brunch with the Boss and enjoyed meeting with Lori Short, Program Director for Iowa KidSight, as she learned more about jobs in healthcare.

Finally, congratulations also go out to the Linn-Mar Future Business Leaders of America (FBLA) as they, too, were mentioned in the *Marion Community Promise* e-newsletter! FBLA students will participate in a business competition on March 20th!

**Show Choir News:** Congratulations to Director Trent Buglewicz for being named grand champion at the Prairie Show Choir Invitational! Congrats also go out to In-Step and Hi-Style along with their directors, Jaclyn Ohnemus and Sarah Anderson, for placing 2nd in their divisions.

**Contest Speech News:** Congratulations to Contest Speech for taking top honors at the district contests. The varsity performances chosen to advance to state include: One Act Play, Reader’s Theatre, Choral Reading, Two Ensemble Acting entries, Musical Theatre, Two Group Mimes and a Solo Mime. The freshmen advance in Choral Reading and Radio Broadcasting. Congrats also go out to the following teams for being selected by the Iowa High School Speech Association to advance to All-State:

From the Varsity Team:

- One Act Play: *Scenes from Rabbit Hole*
- Choral Reading: *#Breakthestigma*
- Group Mime: *Terminal*



From the Freshman Team:

- Radio News Broadcasting

Linn-Mar has the only freshman Radio Broadcasting team in the entire state chosen for All-State. They will be recognized at the All-State Festival in Ames on Saturday, February 23rd.

**Orchestra News:** The Linn-Mar High School Orchestras will be joined on stage by the internationally-known group Time for Three (Tf3) for a very unique high school performance. The concert will take place on Thursday, February 14th at 8:00 PM in the high school auditorium. Tickets are \$10 and the event is open to the public. The music of Tf3 ranges from Bach to Guns n' Roses, the musical Hamilton to Czardes, and songs *Hallelujah to Orange Blossom Special* by Johnny Cash. [Tickets can be reserved at the Linn-Mar Orchestra website.](#)

**Athletic News:** Congrats to the following teams for their recent achievements!

- Boys' 10th grade swimming for winning the Mississippi Valley Conference sophomore meet! Linn-Mar also placed 3rd in the district meet hosted at the Aquatic Center on Feb 2nd! Congrats to Cooper Callahan, Aiden Carstensen, Daniel Medin, Nick Cavanah, and Alex Cochrane who received All-Conference First Team honors!
- Bowling teammates Josh Prowse and Marissa Bills for placing 3rd and 4th during the recent conference meet!
- Boys' basketball and Coach Robertson for beating Waterloo and Waukee! That is seven consecutive wins!
- Girls' basketball for beating Cedar Falls, Waterloo, and the Kennedy Cougars!
- Wrestling for placing 6th at the Mississippi Valley Conference super meet. Individual congrats go out to: Jacob Wempen for placing 1st, Ryan Plummer, Brandon O'Brien, and Tanner Schultz for placing 2nd, Bryce Park for placing 3rd, Abass Kemokai for placing 4th, Reece Seery for placing 5th, and Cleo Gehrls for placing 8th!
- Varsity POMs for placing 4th in the nation in POMs and 5th in the nation for jazz during nationals in Orlando! This is the 4<sup>th</sup> year in a row POMs has finished in the top 5 in the nation!



**Letters of Intent:** Congratulations to the following students for signing letters of intent on February 8<sup>th</sup>:

- Bridger Aucutt: Football for Coe College
- Jill Bennett: Track & Field for University of Northern Iowa
- Ciera Hansen: Softball for Loras College
- Cole Henrichs: Football for Simpson College
- Ryan Stroschein: Baseball for Iowa Central Community College
- Michel Weiss: Baseball for Augsburg University

**Athletic Hall of Fame:** Congratulations to Head Volleyball Coach Teresa Bair for being inducted into the Jefferson High School Hall of Fame! Congratulations also go out to Karen Daubs, wife of School Resource Officer Tom Daubs, as she was also inducted into the Jefferson High School Hall of Fame!



**Students Teaching Students:** Kudos to the students who organized the MASS Tutoring Center at the high school! The student-led tutoring center offers help for students in Math, ACT, SAT, and Science (MASS). [Click here to check out the MASS website for additional information](#) or follow them on Instagram or Twitter @ theMASScenter.



## Facilities and Sites

### **Policy Title: Lease, Sale, or Disposal of School District Facilities and Sites Code 902.9**

Decisions regarding the lease, sale, or disposal of school district real property are made by the board. In making its decision, the board will consider the needs of the education program and the efficient use of public funds.

Prior to the board's final decision regarding real property of any value, a public hearing must be held. The board shall adopt a resolution announcing the proposed sale which will contain notice of the time and place of the public hearing and the description of the property or locally known address. Notice of the time and place of the public hearing will be published at least once, but not less than 10 days and not more than 20 days prior to the hearing date. Upon completion of the public hearing the board may dispose of the property.

If the real property contains less than two acres, is located outside of a city, is not adjacent to a city, and was previously used as a schoolhouse site the property may revert to the owner of the tract from whom the property was taken following the procedures set forth in Iowa Code §§ 297.15-.25.

**In the case of a sale or lease of school district real property not being used for the education program, unless otherwise exempted, advertisements for bids will be taken. If the bids received by the board are deemed inadequate, the board may decline to sell or lease the property and re-advertise.**

In the case of the razing of a school district facility in an amount in excess of the statutory minimum required by law, the board will advertise and take bids for the purpose of awarding the contract for the project.

The superintendent [or designee] is responsible for coordinating the action necessary for the board to accomplish the lease, sale, or disposal of school district real property including student-constructed buildings. It will also be the responsibility of the superintendent [or designee] to make a recommendation to the board regarding the use of school district real property not being utilized for the education program.

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Adopted: 6/09

Reviewed: 11/12; 1/14

Revised: 5/15; 2/19

Related Policy (Code#): 704; 705.1; 803

Legal Reference (Code of Iowa): §§ 297.15-25 (2013)





Inspire Learning.  
Unlock Potential.  
Empower Achievement.

**School Board  
Work Session Minutes  
January 28, 2019**

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

The Linn-Mar Community School District Board of Education work session was called to order at 5:01 PM in the media center of Oak Ridge Middle School. Roll was taken to determine a quorum.

Present: AbouAssaly, Isenberg, Lausen, Nelson, Wall and Weaver. Mehaffey present at 5:21 PM.

**200: Adoption of the Agenda *Motion 110-01-28***

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

**300: Work Session**

**301: Middle School Feature Night – Exhibit 301.1**

Director of Middle School Teaching & Learning Erica Rausch and Middle School Principals Travis Axeen and John Christian presented information on middle school continuum of learning, student-led conferences, High Reliability Schools, 1:1 initiative, and Senate File 2318. Senate File 2318 states that any student at any grade that completes a high school level course should receive credit for the course, GPA is a local decision, and courses need to be taught by correctly licensed staff. Special thanks to Mrs. Kim Sleezer, Excelsior Middle School Teacher, and her daughter, Addie, for acting out a student-led conference.

**400: Adjournment *Motion 111-01-28***

Motion by AbouAssaly to adjourn the work session at 6:31PM, second by Lausen. Voice vote, all ayes. Motion carried.

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Sondra Nelson, Board President

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JT Anderson, Board Secretary/Treasurer

School Board  
Regular Meeting Minutes  
January 28, 2019

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

The Linn-Mar Community School District Board of Education regular meeting was called to order at 7:01 PM in the media center of Oak Ridge Middle School. Roll was taken to determine a quorum. Present: AbouAssaly, Isenberg, Lausen, Mehaffey, Nelson, Wall and Weaver.

**200: Adoption of the Agenda *Motion 112-01-28***

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

**300: Audience Communications**

No audience communications received.

**400: Public Hearing:**

A public hearing was held regarding the proposed plans and specifications for the Bowman Woods Elementary classroom renovation project. No audience communications received.

**500: Informational Reports:**

**501: Update on 5<sup>th</sup>/6<sup>th</sup> Grade Building Design – Exhibit 501.1**

Representatives from OPN Architects presented an update on the 5<sup>th</sup>/6<sup>th</sup> grade building interior and exterior designs, site plans, and floor plans. The board discussed traffic flow and parking issues.

**502: FY2020 Budget Assumptions – Exhibit 502.1**

JT Anderson, Chief Financial/Operating Officer, provided a preliminary report on the fiscal year 2020 budget assumptions that included a review of the tax levy formula, five-year projections, and State Supplemental Aid.

**503: Finance/Audit Committee – Jan 24<sup>th</sup>**

No report shared as all information was covered during agenda item #502.

**504: Cabinet Update – Exhibit 504.1**

Superintendent Bisgard clarified that the district calendar has been based on student hours for the last few years and that there are 51 extra student hours built into the district calendar to cover weather cancellations/delays/early dismissals. The Cabinet will track and review the total student hours missed for weather up until spring break and, afterwards, will present a proposal to the board for approval regarding student makeup days, if needed, as well as teacher makeup days (teachers are contracted for 191 days).

## **600: Unfinished Business**

**601: Approval of Specifications for BW Classroom Renovation Project Motion 113-01-28** Exhibit 601.1  
Motion by Lausen to approve the plans and specifications for the Bowman Woods classroom renovation project to be let for bids on February 19, 2019, at 2:00 PM, second by Weaver. Voice vote, all ayes. Motion carried.

## **700: New Business**

**701: Establishment of Public Hearing Motion 114-01-28**  
Motion by Lausen to set a public hearing for 7:00 PM on February 11, 2019, for approval of the proposed plans and specifications for the Wilkins Elementary roof project, second by Wall. Voice vote, all ayes. Motion carried.

**702: Open Enrollment Requests Motion 115-01-28**  
Motion by Lausen to approve the open enrollment requests as presented, second by Weaver. Voice vote, all ayes. Motion carried.

### ***Denied IN***

Name	Grade	Resident District	Reason
Lahr, Andrew	8 <sup>th</sup>	Center Point-Urbana CSD	Lack of space

### ***Approved OUT***

Name	Grade	Requested District	Reason
Murray, Jack	4 <sup>th</sup>	Cedar Rapids CSD	Good cause

## **800: Consent Agenda Motion 116-01-28**

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

## **801: Personnel**

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

Name	Assignment	Dept Action	Reason
Condon, Sherri	HS: Foreign Language Teacher	6/3/19	Early Separation
Crawford, Barbara	BW: Reading Teacher	6/3/19	Early Separation
Goodell, Todd	HS: Academic Assistance Counselor	6/3/19	Early Separation
Hershner, Susan	OR: Student Support Services Teacher	6/3/19	Early Separation
Jacobs, Bradley	OR: Math Teacher	6/3/19	Early Separation
Kesl, Carol	WE: 4 <sup>th</sup> Gr Teacher	6/3/19	Early Separation
King, Rhonda	WF: 1 <sup>st</sup> Gr Teacher	6/3/19	Early Separation
King, Steven	EX: Band Teacher	6/3/19	Early Separation
Kuchera, Shari	WF: 2 <sup>nd</sup> Gr Teacher	6/3/19	Early Separation
Liechty, Deb	EH: Reading Teacher	6/3/19	Early Separation
Ollinger, Audrey	HS: Math Teacher	6/3/19	Early Separation
Piche, Kimberly	HS: Math Teacher	6/3/19	Retirement
Pilcher, Craig	HS: Science Teacher	6/3/19	Retirement
Schneekloth, Sandra	BW: 5 <sup>th</sup> Gr Teacher	6/3/19	Early Separation
Sheronick, Negebe	OR: 6 <sup>th</sup> Gr Teacher	6/3/19	Early Separation
Slater, Laurie	OR: 6 <sup>th</sup> Gr Teacher	6/3/19	Early Separation
Soukup, Sheri	EH: 5 <sup>th</sup> Gr Teacher	6/3/19	Early Separation
Stamp, Timothy	OR: PLTW Teacher	6/3/19	Early Separation
Vogel, Janice	NE: Early Childhood Teacher	6/3/19	Early Separation
Vogt, Norma	OR: Family Consumer Science Teacher	6/3/19	Early Separation
Wirtjes, Julianne	WF: 2 <sup>nd</sup> Gr Teacher	6/3/19	Early Separation

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

Name	Assignment	Dept Action	Salary Placement
Kimmel, Diana	HS: From Student Support Assoc to General Ed Asst	1/15/19	LMSEAA I, Step 7
Pratchett, Katherine	HS: From Student Support Assoc to Student Supervisor	1/15/19	\$15.00/hour
Pulis, Candida	HS: Student Support Associate	1/28/19	LMSEAA II, Step 9

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Bahler, Betsy	HS: Student Support Associate	1/25/19	Relocation
Deeds, Linda	LG: Custodian	2/1/19	Resignation
Downey, Peggy	NS: WE General Help	1/16/19	Personal
Flood, Eileen	HS: Copy Center Technician	3/29/19	Retirement
Scherbaum, Brandon	WF: Custodian	1/11/19	Other Employment
Steffen, Jayden	AC: Aquatic Instructor	1/14/19	Personal

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

Name	Assignment	Dept Action	Salary Placement
Livadaru, Tudor	HS: JV Girls' Soccer Coach	3/18/19	\$3,213
Wright, Cole	HS: Head 9 <sup>th</sup> Gr Baseball Coach	1/11/19	\$4,285

**Co/Extra-Curricular: Resignation**

Name	Assignment	Dept Action	Reason
Downing, Betsy	HS: Assistant Volleyball Coach	1/11/19	Personal
Goodell, Todd	HS: Head Girls' Cross Country Coach	1/17/19	Retirement
Nelson, Carlos	HS: Assistant Varsity Girls' Track Coach	1/18/19	Other Employment

802: Approval of January 14<sup>th</sup> Minutes – Exhibit 802.1

803: Approval of Bills – Exhibit 803.1

804: Approval of Contracts – Exhibits 804.1-10

1. Amendment to agreement for statewide preschool with Collins Aerospace Day Academy
2. Independent contractor agreement with Davis Churchman
3. Independent contractor agreement with Emma Erner
4. Independent contractor agreements (two agreements) with Ryan Hoagland
5. Independent contractor agreement with Jordan Makinster
6. Independent contractor agreement with Shawn Poellet
7. Non-commercial licensing agreement with Chad Schweitzer, Head Coach BU White Baseball
8. Non-commercial licensing agreement with Kim Buske, Director LM Prowl Softball
9. Independent contractor agreement with Noah Perkins
10. Commercial licensing agreement with Dan Dickman, VP of BSN Sports LLC.
11. Interagency agreements for special education with Alburnett CSD (1) and Marion Independent  
(1). *For student confidentiality, exhibits not provided.*

805: Excursion/Fieldtrip Request – Exhibit 805.1

Request from Health Occupation Students of America (HOSA) to attend the state leadership conference in Des Moines on March 17-19, 2019.

806: Financial Reports – Exhibits 806.1-2

1. Financials and Cash Balance Report as of 12/31/2017
2. Financials and Cash Balance Report as of 12/31/2018

### 807: Disposition of Obsolete Equipment

Per Iowa Code (§§ 297.22-25) and policy 902.6, the district will list for sale obsolete equipment and furnishings on GovDeals.com. *Items for sale: hydraulic power unit, ATV tires, a safe, pull-down maps, and a bus.*

### 900: Board Communications/Calendar/Committees/Advisories

#### 901: Board Communications

#### 902: Board Calendar

Date	Time	Event	Location
January 31	11:30 AM	Marion State of the City Luncheon	Cedar Rapids Marriott
Date	Time	Event	Location
February 5	9:00 AM	IASB Day on the Hill	Des Moines
February 5	4:00 PM	Marion City Council Work Session	City Hall
February 7	5:30 PM	Marion City Council	City Hall
February 8	11:30 AM	Policy Committee	Superintendent's Conference Room
February 11	5:00 PM	Board Work Session	LRC Boardroom
	7:00 PM	Board Regular Meeting	
February 16	8:30 AM	Coffee & Conversation	Linn Grove Media Center
February 19	4:00 PM	Marion City Council Work Session	City Hall
February 20	11:30 AM	Board Visit	Compass
February 21	7:30 AM	Finance/Audit Committee	LRC Room 203
February 21	5:30 PM	Marion City Council	City Hall
February 25	5:00 PM	Board Work Session	LRC Boardroom
	7:00 PM	Board Regular Meeting	

#### 903: Committees/Advisories

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

### 1000: Adjournment *Motion 117-01-28*

Motion by Lausen to adjourn the regular meeting at 8:42 PM, second by Wall. Voice vote, all ayes. Motion carried.

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Sondra Nelson, Board President

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JT Anderson, Board Secretary/Treasurer

## Linn-Mar Community School District

## IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
<b>Fund: AQUATIC CENTER</b>		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,271.54
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$41.45
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$177.22
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$41.45
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$177.22
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$121.82
IOWA SWIMMING, INC (DES MOINES)	GENERAL SUPPLIES	\$1,580.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$63.62
USA SWIMMING/IOWA SWIMMING, INC	GENERAL SUPPLIES	\$177.00
<b>Fund Total:</b>		<b>\$4,651.32</b>
<b>Fund: CAPITAL PROJ FR BON</b>		
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$19,767.18
OPN ARCHITECTS, INC.	ARCHITECT	\$523,545.21
TERRACON CONSULTANTS INC	ARCHITECT	\$28,018.30
<b>Fund Total:</b>		<b>\$571,330.69</b>
<b>Fund: GENERAL</b>		
AAPC	INSTRUCTIONAL SUPPLIES	\$98.95
ADVANTAGE	GENERAL SUPPLIES	\$103.34
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$440.00
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$212.28
ALL INTEGRATED SOLUTIONS	MAINTENANCE SUPPLIES	\$9.04
ALL INTEGRATED SOLUTIONS	TRANSP. PARTS	\$14.33
ALLIANT ENERGY	ELECTRICITY	\$104,643.99
AMERICAN SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$26.00
AOSNC, LLC	COMPUTER SOFTWARE	\$122.50
ASIFLEX	EE LIAB-FLEX DEP CARE	\$21,379.30
ASIFLEX	EE LIAB-FLEX HEALTH	\$19,391.44
ASIFLEX	OTHER PROFESSIONAL	\$786.50
ASSETWORKS INC.	DATA PROCESSING AND	\$1,800.00
AUDITOR OF STATE	OTHER PROFESSIONAL	\$850.00
BARTA BOB	OFFICIAL/JUDGE	\$65.00
BAUER BUILT	TIRES AND TUBES	\$1,473.47
BURDT SAM	OFFICIAL/JUDGE	\$60.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$180.00
C4 OPERATIONS BACKGROUND CHECK SERVICES	OTHER PROFESSIONAL	\$200.00
CAMPBELL SUPPLY	MAINTENANCE SUPPLIES	\$198.79
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$10,982.50
CARROLL CONSTRUCTION SUPPLY	REPAIR PARTS	\$64.82
CCRESA	STAFF WORKSH/CONF	\$300.00
CEDAR RAPIDS COMM SCH DIST	TUITION OPEN ENROLL	\$406,908.25
CEDAR RAPIDS COMM. SCHOOL/RW	INSTRUCTIONAL SUPPLIES	\$6,388.56
CENTURYLINK	TELEPHONE	\$748.46
CENTURYLINK	TELEPHONE	\$364.54

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
CITY OF MARION.	OTHER PROFESSIONAL	\$1,074.57
COLLECTION	EE LIAB-GARNISHMENTS	\$1,565.22
COLLEGE COMMUNITY SCHOOLS	INSTRUCTIONAL SUPPLIES	\$180.00
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$346.83
CRESCENT ELECTRIC	ELECTRICAL SUPPLY	\$914.92
CROWBAR'S	MAINTENANCE SUPPLIES	\$65.20
CULLIGAN	GENERAL SUPPLIES	\$1,039.45
CURRICULM ASSOCIATES, LLC	INSTRUCTIONAL SUPPLIES	\$92.89
CUTTING EDGE GRAPHICS, INC	INSTRUCTIONAL SUPPLIES	\$99.00
DAFIT-NESS LLC	OTHER PROFESSIONAL	\$400.00
DEMCO	GENERAL SUPPLIES	\$169.74
DENNIS COMPANY	REPAIR PARTS	\$546.34
DIVIS ETHAN	OFFICIAL/JUDGE	\$60.00
DRYSPACE INC	REPAIR/MAINT SERVICE	\$851.26
EASTERN IOWA THERAPEUTICS, P.C.	OTHER PROFESSIONAL	\$840.97
EMPLOYEE RESOURCE SYSTEMS, INC	OTHER PROFESSIONAL	\$1,611.09
F & W SERVICE CO., INC	SHOP TOOLS/EQUIPMENT	\$300.00
FAMILY VIDEO	FACILITY RENTAL	\$3,312.04
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$43.85
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$365,550.11
FEDEX	INSTRUCTIONAL SUPPLIES	\$16.48
FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS	\$1,427.41
FUTURE LINE	MAINTENANCE SUPPLIES	\$1,157.86
GASWAY CO, J P	GENERAL SUPPLIES	\$957.87
GRAINGER	MAINTENANCE SUPPLIES	\$403.80
GRANT WOOD AEA	GENERAL SUPPLIES	\$19.95
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$189.85
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$28,393.60
HAZELDEN PUBLISHING	INSTRUCTIONAL SUPPLIES	\$2,800.70
HERFF JONES	INSTRUCTIONAL SUPPLIES	\$90.00
HOAGLAND RYAN	PROF SERV: EDUCATION	\$2,000.00
HOGLUND BUS CO. INC	TRANSP. PARTS	\$1,106.10
HOTSY CLEANING SYSTEMS	REPAIR/MAINT SERVICE	\$245.92
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$7,075.12
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$30,251.48
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$7,075.12
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$30,251.48
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$24,179.92
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$4,364.79
IRISH REPORTING INC	OTHER PROFESSIONAL	\$453.75
ISFIS	OTHER PROFESSIONAL	\$250.00
JOHNSTONE SUPPLY	REPAIR PARTS	\$219.13
KDAT-FM	ADVERTISING	\$710.00
LASER RESOURCES, LLC	Copies	\$8,505.93
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$0.81

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
LINN CO-OP OIL	GASOLINE	\$18,391.43
LINN COUNTY REC	ELECTRICITY	\$22,990.20
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$45.00
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$155.70
MARION INDEPENDENT SCHOOLS	TUITION OPEN ENROLL	\$1,324,954.67
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$163.03
MARION IRON CO.	MAINTENANCE SUPPLIES	\$41.79
MARION TIMES	ADVERTISING	\$844.48
MARION WATER DEPT	WATER/SEWER	\$5,332.85
MARZANO RESEARCH LABORATORY LLC	STAFF WORKSH/CONF	\$330.00
MENARDS -13127	GENERAL SUPPLIES	\$1.18
MID AMERICAN ENERGY	NATURAL GAS	\$9,845.44
MIDAMERICAN ENERGY SERVICES, LLC	NATURAL GAS	\$19,567.52
MIDWAY OUTDOOR EQUIPMENT INC	MAINTENANCE SUPPLIES	\$136.87
MODEL ME KIDS	Autism Donation	\$314.18
MODEL ME KIDS	INSTRUCTIONAL SUPPLIES	\$101.37
MUSIC THEATRE INTERNATIONAL	INSTRUCTIONAL SUPPLIES	\$45.00
ORKIN PEST CONTROL	Pest Control	\$245.00
OVERHEAD DOOR CO	REPAIR/MAINT SERVICE	\$167.00
P & K MIDWEST	MAINTENANCE SUPPLIES	\$133.76
PEIFFER RON	OFFICIAL/JUDGE	\$65.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$543.27
PERFORMANCE THERAPIES, P.C.	INSTRUCTIONAL SUPPLIES	\$2,318.82
PLUMB SUPPLY CO.	HEAT/PLUMBING SUPPLY	\$104.62
PLUMBERS SUPPLY COMPANY	HEAT/PLUMBING SUPPLY	\$979.32
PRIMARY SYSTEMS	OTHER PROFESSIONAL	\$227.50
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$767.08
QUILL CORPORATION	GENERAL SUPPLIES	\$3.50
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$603.01
QUILL CORPORATION	OTHER PROFESSIONAL	\$4.39
QUINN STORAGE	FACILITY RENTAL	\$160.00
REINHART INSTITUTIONAL FOODS INC	INSTRUCTIONAL SUPPLIES	\$37.45
ROCHESTER ARMORED CAR CO INC	GENERAL SUPPLIES	\$457.60
ROTO-ROOTER	SHOP TOOLS/EQUIPMENT	\$350.00
SADLER POWER TRAIN	TRANSP. PARTS	\$253.54
SCANTRON	INSTRUCTIONAL SUPPLIES	\$261.81
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$517.90
SCHOOL SPECIALTY INC	INSTRUCTIONAL SUPPLIES	\$316.15
SEESAW LEARNING, INC	INSTRUCTIONAL SUPPLIES	\$2,870.00
SPORTSGRAPHICS	GENERAL SUPPLIES	\$2,440.00
SPRINGVILLE COMMUNITY SCHOOLS	TUITION IN STATE	\$25,769.70
SUMMIT COMPANIES	OTHER PROFESSIONAL	\$725.00
THINK SAFE INC	GENERAL SUPPLIES	\$1,147.05
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$973.83
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$13,647.78



## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$15,592.86
UNITED REFRIGERATION	REPAIR PARTS	\$166.92
VAN METER CO	ELECTRICAL SUPPLY	\$1,029.69
WALSH DOOR & HARDWARE	REPAIR PARTS	\$473.26
WARD'S NATURAL SCIENCE	INSTRUCTIONAL SUPPLIES	\$827.50
WATERLOO COMMUNITY SCHOOL DIST	PROF SERV: EDUCATION	\$408.45
WILSON WILLIAM	OFFICIAL/JUDGE	\$60.00
ZIPPY' S SALT BARN LLC	GROUNDS UPKEEP	\$3,960.16
<b>Fund Total:</b>		<b>\$2,590,892.24</b>
<b>Fund: LOCAL OPT SALES TAX</b>		
JUICEBOX INTERACTIVE	COMPUTER SOFTWARE	\$4,080.00
TY-CO PAINTING INC	CONSTRUCTION SERV	\$9,500.00
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$49,195.00
<b>Fund Total:</b>		<b>\$62,775.00</b>
<b>Fund: NUTRITION SERVICES</b>		
ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$13,960.24
COLLECTION	EE LIAB-GARNISHMENTS	\$182.00
EARTHGRAINS	PURCHASE FOOD	\$3,856.45
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$43,918.79
HUMITECH OF IOWA INC	GENERAL SUPPLIES	\$40.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$860.52
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$3,679.39
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$860.52
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$3,679.39
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$3,205.07
LASER RESOURCES, LLC	Copies	\$5.00
OFFICE EXPRESS	GENERAL SUPPLIES	\$191.00
REINHART INSTITUTIONAL FOODS INC	GENERAL SUPPLIES	\$236.61
REINHART INSTITUTIONAL FOODS INC	PAPER PRODUCT SUPPLY	\$5,570.15
REINHART INSTITUTIONAL FOODS INC	PURCHASE FOOD	\$111,946.60
SUCHAN JUDY	GENERAL SUPPLIES	\$45.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$1,850.96
<b>Fund Total:</b>		<b>\$194,087.69</b>
<b>Fund: PHY PLANT &amp; EQ LEVY</b>		
CAPITAL SANITARY	BLDG. CONST SUPPLIES	\$1,079.26
CAPITAL SANITARY	EQUIPMENT >\$1999	\$846.30
GARLING CONSTRUCTION	CONSTRUCTION SERV	\$1,710.00
PEARSON WALL SYSTEMS	CONSTRUCTION SERV	\$3,860.00
PLUMBERS SUPPLY COMPANY	BLDG. CONST SUPPLIES	\$11,208.67
SHIVE-HATTERY INC.	ARCHITECT	\$29,077.04
VALUE INSPIRED PRODUCTS/SERVICES	BLDG. CONST SUPPLIES	\$3,945.00
VAN METER CO	BLDG. CONST SUPPLIES	\$5,986.56
<b>Fund Total:</b>		<b>\$57,712.83</b>

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
<b>Fund: STUDENT ACTIVITY</b>		
AKERS KYLE	OFFICIAL/JUDGE	\$60.00
AMBROSY TODD	OFFICIAL/JUDGE	\$75.00
ANDYMARK, INC	INSTRUCTIONAL SUPPLIES	\$152.89
AQUATIC SOLUTIONS, LLC	INSTRUCTIONAL SUPPLIES	\$892.81
BERKA JOSHUA	OFFICIAL/JUDGE	\$95.00
BRADY CAIN	OFFICIAL/JUDGE	\$133.00
BRANDT BLAKE	OFFICIAL/JUDGE	\$95.00
BRYANT DEMETRUS	OFFICIAL/JUDGE	\$60.00
BUCHEIT, SEAN	OFFICIAL/JUDGE	\$95.00
BURDT SAM	OFFICIAL/JUDGE	\$52.50
CEDAR RAPIDS WASHINGTON HIGH SCHOOL	DUES AND FEES	\$60.00
COPE PLASTICS INC	INSTRUCTIONAL SUPPLIES	\$100.00
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$329.90
DANIEL GRAWE	OFFICIAL/JUDGE	\$100.00
DAVIS CHURCHMAN	INSTRUCTIONAL SUPPLIES	\$456.94
DIVIS ETHAN	OFFICIAL/JUDGE	\$60.00
DONNER, MATTHEW	OFFICIAL/JUDGE	\$200.00
DUGGAN KYLE	OFFICIAL/JUDGE	\$75.00
EMMA ERNER	INSTRUCTIONAL SUPPLIES	\$125.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$240.75
FASTENAL COMPANY	INSTRUCTIONAL SUPPLIES	\$206.52
FONTENOT JOSEPH	OFFICIAL/JUDGE	\$127.94
FRIDAY MATT	OFFICIAL/JUDGE	\$52.50
GIRDNER JOEL	OFFICIAL/JUDGE	\$52.50
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$151.45
HANSEN PEGGY	OFFICIAL/JUDGE	\$125.00
HAPPY JOE'S PIZZA	INSTRUCTIONAL SUPPLIES	\$650.00
HARGRAVE ADAM	OFFICIAL/JUDGE	\$144.50
HEETER TODD	OFFICIAL/JUDGE	\$95.00
HEISLER CHANDLER	OFFICIAL/JUDGE	\$52.50
HEYING KENNETH	OFFICIAL/JUDGE	\$52.50
HOAGLAND RYAN	INSTRUCTIONAL SUPPLIES	\$50.00
HOSA-FUTURE HEALTH PROFESSIONALS	DUES AND FEES	\$528.00
HOYT BOB	OFFICIAL/JUDGE	\$25.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$4.11
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$17.59
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$4.11
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$17.59
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$22.63
IOWA FFA FOUNDATION	DUES AND FEES	\$100.00
IOWA HIGH SCHOOL SPEECH ASSOC	DUES AND FEES	\$320.00
JONES ROCKY	OFFICIAL/JUDGE	\$136.40
KEEL JOHN W	OFFICIAL/JUDGE	\$250.00
KERR MARTIN	OFFICIAL/JUDGE	\$75.00

## Linn-Mar Community School District

### IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

Vendor Name	Description	Check Total
KNICKREHM DOUG	OFFICIAL/JUDGE	\$118.00
LEFFLER MIKE	OFFICIAL/JUDGE	\$139.16
MAJOR RONALD	OFFICIAL/JUDGE	\$60.00
MATHIAS JOHN	OFFICIAL/JUDGE	\$113.40
MCLAUGHLIN BRET	OFFICIAL/JUDGE	\$80.00
MCMASTER-CARR	INSTRUCTIONAL SUPPLIES	\$297.37
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$214.21
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$254.00
MIDDLETOWN PRODUCTIONS	INSTRUCTIONAL SUPPLIES	\$3,500.00
MONTGOMERY DOREN	OFFICIAL/JUDGE	\$80.00
MURPHY CHARLES	OFFICIAL/JUDGE	\$60.00
MURRAY CRAIG	OFFICIAL/JUDGE	\$100.00
MUSIC THEATRE INTERNATIONAL	INSTRUCTIONAL SUPPLIES	\$4,905.00
NATIONAL FFA ORGANIZATION	INSTRUCTIONAL SUPPLIES	\$61.00
NEFF MIKE	OFFICIAL/JUDGE	\$95.00
OLSON ERIC	OFFICIAL/JUDGE	\$80.00
PACKINGHAM JIM	OFFICIAL/JUDGE	\$210.00
PANTINI ANDY	OFFICIAL/JUDGE	\$75.00
PATIK KIM	OFFICIAL/JUDGE	\$52.50
PEEPLES JAMAAL	OFFICIAL/JUDGE	\$60.00
PEIFFER RON	OFFICIAL/JUDGE	\$105.00
PLAYSCRIPTS, INC	INSTRUCTIONAL SUPPLIES	\$158.40
RECKER CHAD	OFFICIAL/JUDGE	\$75.00
RIDDELL ALL-AMERICAN	EQUIPMENT >\$1999	\$6,330.73
SCHULTE CHARLES	OFFICIAL/JUDGE	\$125.00
SCOTT DEANNA	INSTRUCTIONAL SUPPLIES	\$424.00
SCOTT ISAAC	OFFICIAL/JUDGE	\$200.00
SERTTERH MARK	OFFICIAL/JUDGE	\$95.00
STEKL ALLEN	OFFICIAL/JUDGE	\$50.00
STEKL CHRISTIAN	OFFICIAL/JUDGE	\$125.00
STORM STEEL	INSTRUCTIONAL SUPPLIES	\$192.23
THOMAS DANIEL	OFFICIAL/JUDGE	\$155.00
THOMPSON JEROME	OFFICIAL/JUDGE	\$95.00
THUL DAVID	OFFICIAL/JUDGE	\$52.50
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$12.09
TRIHIX ATHLETIC APPAREL	INSTRUCTIONAL SUPPLIES	\$2,720.00
TURNER TERRY	OFFICIAL/JUDGE	\$127.50
VERNIER SOFTWARE & TECHNOLOGY	INSTRUCTIONAL SUPPLIES	\$1,950.91
VIBRATIONS PRO DJs & PHOTOBOOTH	INSTRUCTIONAL SUPPLIES	\$400.00
WALTER JAMES A	OFFICIAL/JUDGE	\$75.00
WINDSTAR LINES	TRAVEL	\$12,345.00
WISE STEVE	OFFICIAL/JUDGE	\$350.00
WOOD LOREN	OFFICIAL/JUDGE	\$105.00
ZIO JOHN'S	INSTRUCTIONAL SUPPLIES	\$1,672.86
<b>Fund Total:</b>		<b>\$45,215.49</b>

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 01/25/2019 - 02/07/2019

Fiscal Year: 2018-2019

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Vendor Name	Description	Check Total
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Grand Total: \$3,526,665.26

End of Report

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

WHEREAS, Linn-Mar Community School District (“District”), a school corporation, intends to contract with Tom Schilke, Independent Contractor (“IC”), for the performance of certain services,

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

1. **SERVICES TO BE PERFORMED:** Mock all state judging
2. **GROUP /DEPARTMENT WORKING WITH** Linn -Mar HS Orchestra
3. **AMOUNT of PAYMENT:** \$100

Total fees for services performed under this Agreement will be paid by the District within thirty (30) days after receipt of invoice from the IC upon completion of all services on Oct. 10, 2018 (date of completion).

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

4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this Independent Contractor Agreement create an independent contractor relationship between them. District is interested only in the end results achieved by the Services of the IC and that they conform to the requirements specified in this Agreement. The manner of achieving those results and the right to exercise control or direction as to the details, means and method by which the Services are completed is the responsibility of the IC. The IC is not an agent or employee of District for any purpose. Neither party shall be considered to be an agent, master or servant of the other party for any purpose whatsoever, and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other. District is not responsible for deducting from payments to IC any amounts for taxes, insurance or other similar items relating to IC. Accordingly,

IC shall be responsible for payment of all taxes arising out of IC's activities in accordance with this Independent Contractor Agreement, including by way of illustration but not limitation, federal and state income tax, social security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. The IC shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to IC under the terms of this Independent Contractor Agreement.

5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
6. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.
7. **INSURANCE:** No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC, or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District. If a suit, action, arbitration or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This Agreement shall begin on Oct. 10, 2018 and shall continue in effect until Oct.10, 2018, unless earlier terminated by either party in accordance with Section 11.

11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or obligations under this Independent Contractor Agreement without the prior written consent of District.
12. **AMENDMENTS:** This Independent Contractor Agreement may be supplemented, amended or revised only in writing by mutual agreement of the parties.
13. **GOVERNING LAW:** This Independent Contractor Agreement shall be governed by and construed pursuant to the laws of the State of Iowa.
14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

This Agreement signed and dated this 7<sup>th</sup> day of February, 2019.

**Independent Contractor**

By: Tom Schilke  
Tom Schilke

Title: Orchestra Director - retired

**Linn-Mar Community School District**

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

Board President



## Excursions and Trips Request Form

Code 603.3-R2

Date Request Received by CFO/COO: 2/5/19

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

Overnight excursions/trips require prior approval of the building administrator, the superintendent or designee, and the Board of Directors. In authorizing excursions/trips, the building principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored excursions/trips unless the event is sanctioned by the state athletic associations.

The request will include:

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

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

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

Group: Speech Submitted by: Ann Fry  
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Provided
Purpose	<b>Required</b>	Purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	✓
Pre-Planning	<b>Required</b>	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	✓
Follow-Up	<b>Required</b>	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	
Assessment	<b>Required</b>	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	
Funding	<b>Required</b>	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	✓
Common Experience	<i>Recommended</i>	This excursion/trip is a common experience that all students at this grade level or activity group should have.	
Multi-disciplinary	<i>Recommended</i>	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	
Building Principal Approval		<u>Kimberly Buelt</u>	Date <u>2/5/19</u>
Chief Financial/Operating Officer Approval		<u>[Signature]</u>	Date <u>2/5/19</u>
Board of Directors Approval			Date



**Overnight trip for Iowa High School Speech Association All-State Festival on February 15-16 2019.**

**Objectives and Purpose:** The purpose for this overnight trip is to have students at the festival for the opening ceremony and in time to present their events.

**Justification:** Transport the students to the All-State Festival

**Itinerary:**

On Friday evening, around 4:30pm, we will leave Linn-Mar High School to travel to Marshalltown to stay at the Hampton Inn and Suites. We will eat dinner at the Pizza Ranch, then return to the hotel. Students will have some free time to swim and relax. On Saturday morning, we will travel to Ames (ISU campus) to present at the Festival. Around 5-5:30, the students will load the bus and return to Linn-Mar High School. If the students are hungry, we will stop and eat along the way.

Students will only be responsible for meals at the festival and on the trip home. Speech and Boosters will fund the hotel and the meal Friday night. The rooms for the hotel will run \$1155.00 plus hotel tax. The meal at Pizza Ranch will cost approximately \$300.00. These costs will come out of the Contest Speech Budget; however we will submit them for reimbursement from Booster Club.