

Middle Level Board Presentation

2.19.18

Thank You!

- ▶ Introductions
- ▶ Agenda:
 - ▶ Standards Based Grading
 - ▶ Professional Learning Communities, (PLC)
 - ▶ Project Lead the Way, (PLTW)
 - ▶ Vision
 - ▶ Questions

Traditional Grading vs. Standard Based Grading

Traditional Grading

Linn-Mar Middle Level

- ▶ Individual teachers set up classroom grading practices.
- ▶ Grading practices align, to what is most important, to the individual teacher, in their units.
- ▶ Grade is determined, by the collection of points, earned during the grading period.

Standards Based Grading

Linn-Mar Middle Level

- ▶ The PLC, made up of same content teachers, set up a common scale to align to assessed standards.
- ▶ The PLC, aligns what is assessed within their units, to the standards identified in the Iowa Core.
- ▶ Score is determined, by the collection of evidence, that demonstrates proficiency, of the assessed standard, through the use of the common scale.

Unit Assessments vs. Common Summative Assessments

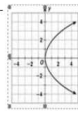

Traditional Assessments

- ▶ Teacher designed/textbook designed
- ▶ May, or may not write collaboratively
- ▶ Teacher scored
- ▶ Student receives grade
- ▶ Class moves on

Common Summative Assessments

- ▶ Content team designed
- ▶ Same summative assessment used in both buildings
- ▶ Assessments reviewed by content leaders, instructional coaches, and administrators
- ▶ Common scoring guide
- ▶ Analyze data
- ▶ Intervene and provide additional support if needed
- ▶ Use student data to guide instructional decisions

Course Template

Unit of Study	Priority Standards	Essential Learning Outcomes	"I Can" Statement(s)	Common Assessments	Example of Rigor Knowledge
Chapter 2 - Graphs and Functions	8.F.A.1 - Understand that a function is a rule that assigns to each input exactly one output. 8.F.A.2 - Compare properties of two functions each represented in a different way. 8.F.B.5 - Describe qualitatively the functional relationship between two quantities by analyzing a graph.	Graph points on a coordinate plane	I can identify a function and a non-function	Formative	 Function: Yes No
		Define, determine, and evaluate function	I can evaluate a function by making a table		
			Chapter 2 Test A (Modified)		
			#5,6,11,14,16	Summative	

Proficiency Scale

Strand: Math 8		
Topic: Graphs and Functions		
Level: Math 8, Chapter 2 (8.F.A.1, 8.F.A.2, 8.F.B.5)		
Score 4.0 Exceeds	In addition to score 3.0 performance, the student demonstrates in-depth inferences and applications that go beyond what was taught. <ul style="list-style-type: none"> Create a table with appropriate domain and range to design linear function graph based on a real world problem 	
Score 3.5	In addition to score 3.0 performance, in-depth inferences and applications with partial success	
Score 3.0 At Standard	The student is expected to: <ul style="list-style-type: none"> Identify a function or non-function based on domain and range Evaluate linear functions by making a table and plotting points Graphing linear function coordinates from table 	Sample Activities:
Score 2.5	No major errors or omissions regarding 2.0 content and partial knowledge of the 3.0 content	
Score 2.0 Approaching Standard	There are no major errors or omissions regarding the simpler details and processes as the student: <ul style="list-style-type: none"> recognizes or recalls specific terminology such as: <ul style="list-style-type: none"> Ordered pairs and distinguish between x-coordinates and y-coordinates Identify parts of a coordinate graph (x-axis, y-axis, origin, and four quadrants) performs basic processes, such as: <ul style="list-style-type: none"> Plotting points on a coordinate graph However, the student exhibits major errors or omissions regarding the more complex ideas and processes.	Sample Activities:
Score 1.5	Partial knowledge of the 2.0 content but major errors or omissions regarding the 3.0 content	
Score 1.0 Not at Standard	With help, a partial understanding of some of the simpler details and processes and some of the more complex ideas and processes.	

Report Card Then vs. Now

Traditional Grades

Pd	Course	Teacher	Q1	Q2	S1	Q3	Q4	S2
1	Social Studies 7	Goldberg, Beth			A			A
2	Literacy 1	Shaffer, Ryan			A+			A
3	P. E. 7	Ray, Amanda C			A+			A+
3	Health 7	Ray, Amanda C			A+			A
4	Orchestra 7	Orchestra, OR			A+			A
4	Vocal 7	Luedeman, Wendy R			A+			A+
5	FCS 7	Vogt, Norma	A+					

Standards Based

7 Math	7 Math			
7.EE.A.1 Use properties of operations to simplify expressions		4		
7.EE.A.2 Solve algebraic equations		2.5		
7.NS.A.1 Multiply and divide rational numbers		3		
7.NS.A.1 Add and subtract rational numbers		3.5		
7.RP.A.1 Calculate unit rates		4		
7.RP.A.2 Solve problems involving proportional relationships		2.5		
7.RP.A.3 Solve percent problems				
7.SP.A.1 Use appropriate sampling methods of a population				
7.SP.A.2 Use data from samples to draw inferences about populations				
7.SP.B.4 Find measures of center and spread				
7.G.S.4 Calculate the area and circumference of a circle				
7.G.S.6 Calculate surface area and volume of prisms and cylinders				
7.SP.C.4 Calculate theoretical probability of simple events				
7.SP.C.7 Calculate theoretical probability of simple events				
7.SP.C.8 Calculate probability of compound events				
7.EE.B.1 Solve real-world problems and inequalities				
7.SP.C.9 Calculate probability				

PBIS-Employability Skills - PBIS Behavioral Rubric

Responsibility	Respect	Integrity
4 Always... <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time 	4 Always... <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 	4 Always... <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty
3 Consistently... <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time 	3 Consistently... <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 	3 Consistently... <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty
2 Sometimes... <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time 	2 Sometimes... <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 	2 Sometimes... <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty
1 Rarely... <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time 	1 Rarely... <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 	1 Rarely... <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty

Collaboration Evolution

Professional Learning Communities

St. Louis
Minneapolis
Chicago
Linn-Mar HS

Calibration



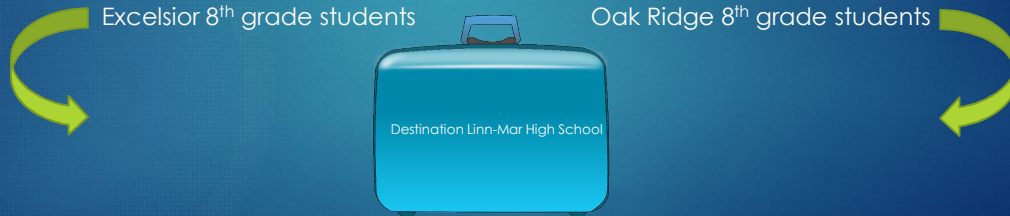
Why is Calibration Important?



Excelsior 8th grade students



Oak Ridge 8th grade students



PLC Activity

- ▶ Brief biography of teachers
- ▶ Common Formative Assessment
- ▶ Team SMART goal
- ▶ Instructional Strategies
- ▶ Student Results
- ▶ Dialogue & Discussion Questions

Validation of Efforts-Mike and Erich

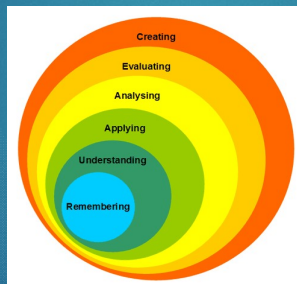
- ▶ Common language
- ▶ Professional discourse
- ▶ Calibrated
- ▶ Future vision

PLTW-Tim 8th Robotics

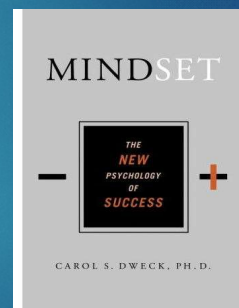
21st Century/4 C's



Bloom's Taxonomy



Growth Mindset



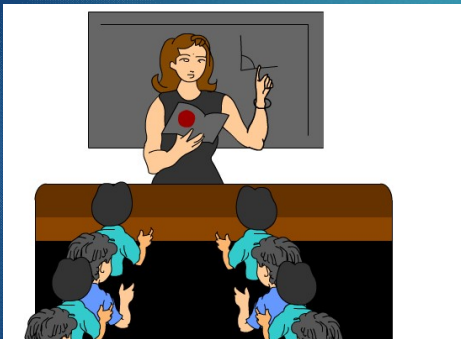
PLTW (Project Lead the Way)

- ▶ PLTW
 - ▶ 6th App Creators
 - ▶ 7th Design and Modeling, App Creators
 - ▶ 8th Robotics

- ▶ Next year an additional unit will be offered.

Student Then vs. Student Now

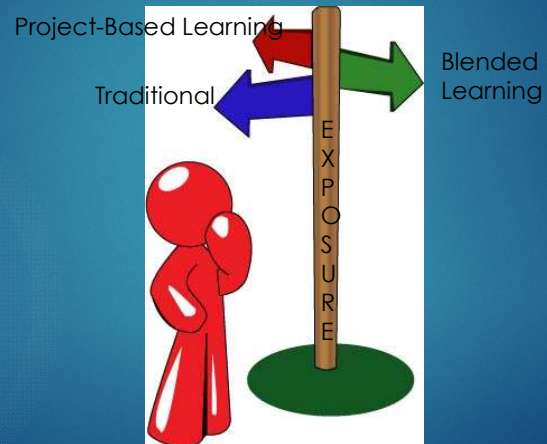
Student as Recipient



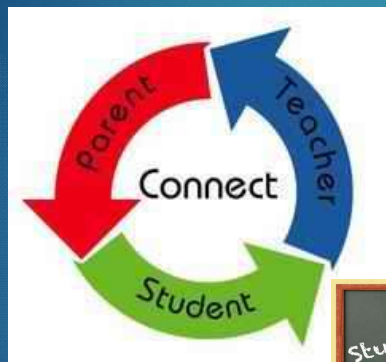
Student as Learner



So What?? Now What??



Middle School Experience and Pursuit



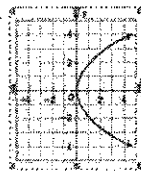
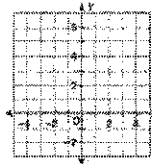
Student-Led
Conferences

Strategic Plan Connection

- Board Goal 1 Inspire Learning – Articulate
 - Implement a pathway and framework for PK-14 programming to ensure all students graduate future ready.
- Board Goal 2 Inspire Learning –Support
 - Create an effective and agile organization that is individually responsible to the needs of the whole child.
- Board Goal 4 Unlock Potential – Success
 - Maximize student achievement by increasing digital literacy utilizing 21st century digital tools.

What have you learned tonight?

What is it we expect students to learn?

Grade Math 8	Subject	Semester	Team Members																				
Unit of Study	Priority Standards	Essential Learning Outcomes	"I Can" Statement(s)	Common Assessments	Example of Rigor																		
Chapter 2 - Graphs and Functions	8.F.A.1 - Understand that a function is a rule that assigns to each input exactly one output. 8.F.A.2 - Compare properties of two functions each represented in a different way. 8.F.B.5 - Describe qualitatively the functional relationship between two quantities by analyzing a graph.	Graph points on a coordinate plane	I can identify a function and a non-function	Formative	Knowledge  Function: Yes No																		
		Define, determine, and evaluate functions	I can evaluate a function by making a table Chapter 2 Test A (Modified) #5,6,11,14,16	Summative	$S: y = 2x + 2$ <table data-bbox="1520 753 1625 883"><tr><th>x</th><th>-2x+2</th><th>y</th></tr><tr><td>-2</td><td></td><td></td></tr><tr><td>-1</td><td></td><td></td></tr><tr><td>0</td><td></td><td></td></tr><tr><td>1</td><td></td><td></td></tr><tr><td>2</td><td></td><td></td></tr></table> 	x	-2x+2	y	-2			-1			0			1			2		
	x	-2x+2	y																				
-2																							
-1																							
0																							
1																							
2																							
	Interventions	Needs support	Proficient	Needs challenge																			

Strand: Math 8		
Topic: Graphs and Functions		
Level: Math 8, Chapter 2 (8.F.A.1; 8.F.A.2; 8.F.B.5)		
Score 4.0 Exceeds	In addition to score 3.0 performance, the student demonstrates in-depth inferences and applications that go beyond what was taught. <ul style="list-style-type: none"> ➤ Create a table with appropriate domain and range to design linear function graph based on a real world problem 	
	Score 3.5	In addition to score 3.0 performance, in-depth inferences and applications with partial success
Score 3.0 At Standard	The student are expected to: <ul style="list-style-type: none"> ➤ Identify a function or non-function based on domain and range ➤ Evaluate linear functions by making a table and plotting points ➤ Graphing linear function coordinates from table 	
	Score 2.5	No major errors or omissions regarding 2.0 content and partial knowledge of the 3.0 content
Score 2.0 Approaching Standard	There are no major errors or omissions regarding the simpler details and processes as the student: <ul style="list-style-type: none"> • recognizes or recalls specific terminology such as: <ul style="list-style-type: none"> ➤ Ordered pairs and distinguish between x-coordinates and y-coordinates ➤ Identify parts of a coordinate graph (x-axis, y-axis, origin, and four quadrants) • performs basic processes, such as: <ul style="list-style-type: none"> ➤ Plotting points on a coordinate graph However, the student exhibits major errors or omissions regarding the more complex ideas and processes.	
	Score 1.5	Partial knowledge of the 2.0 content but major errors or omissions regarding the 3.0 content
Score 1.0 Not at Standard	With help, a partial understanding of some of the simpler details and processes and some of the more complex ideas and processes.	

Grade 7
Oak Ridge Middle School
Final 2016-2017 Report Card

Pd	Course	Teacher	Q1	Q2	S1	Q3	Q4	S2	Teacher Comments
1	Social Studies 7	Goldberg, Beth			A			A	Enthusiasm for learning
2	Literacy 1	Shaffer, Ryan			A+			A	Strong class leader
3	P. E. 7	Ray, Amanda C			A+			A+	
3	Health 7	Ray, Amanda C			A+			A	
4	Orchestra 7	Orchestra, OR			A+			A	
4	Vocal 7	Luedeman, Wendy R			A+			A+	
5	FCS 7	Vogt, Norma	A+						
5	Art 7	Hynek, Curt		A+					
5	Technology 7	Stamp, Tim				A+			
5	Computers 7	Gapstur, Michelle					A+		
6	Literacy 2	Shaffer, Ryan			A			A	Writing is a strength.
7	Science 7	Maronn, Bev			A+			A	
8	Pre-Algebra	Jacobs, Brad			A			A-	

This is the last printed report card we will be sending you in a traditional format. Next fall, you will be given information on how to retrieve your standards-based report from Powerschool.

Additional information regarding the change to standards-based reporting next year is enclosed. Please contact us if you have any questions.

Have a safe and happy summer!

	Q1	Q2	Q3	Q4
Absences	0.0	1.0	0.0	0.0

Course/Teacher	Standard	Q1	Q2	Q3	Q4
7 Literacy	Reading 7 - Lit 1				
	RL 7.3 Analyze how particular elements of a story or drama interact	3			
	RL 7.6 Analyze how an author develops and contrasts different points of view		4		
	RL 7.2 Determine and analyze the development of a theme of a text		3		
	RI 7.2 Determine and analyze central ideas of a text				
	RL 7.1 Cite several pieces of evidence and make inferences to support analysis	2.5			
	RL7.10: Read and comprehend grade-appropriate literature proficiently	3	3		
	PBIS/Employability				
	Respect	3			
	Responsibility	3			
	Integrity	3			
7 Math	7 Math				
	7.EE.A.1 Use properties of operations to simplify expressions	4			
	7.EE.A.2 Rewrite algebraic expressions	3.5			
	7.NS.A.2 Multiply and divide rational numbers	3			
	7.NS.A.1 Add and subtract rational numbers	3.5			
	7.RP.A.1 Calculate Unit Rates		4		
	7.RP.A.2 Solve problems involving proportional relationships		2.5		
	7.RP.A.3 Solve percent problems				
	7.SPA.1 Use appropriate sampling methods of a population				
	7.SPA.2 Use data from samples to draw inferences about populations				
	7.SP.B.4 Find measures of central tendency				
	7.G.B.5 Solve problems involving angle relationships				
	7.G.B.4 Calculate the area and circumference of a circle				
	7.G.B.6 Calculate surface area and volume of prisms and cylinders				
	7.SP.C.6 Calculate experimental probability of simple events				
	7.SP.C.7 Calculate theoretical probability of simple events				
	7.SP.C.8 Calculate probability of compound events				
	7.EE.B.3 Solve two-step equations and inequalities				
	PBIS/Employability				
	Respect	3			
	Responsibility	3.5			
	Integrity	3			
7B Language Arts	LA 7 - Lit 2				
	W.7.4: Produce clear and coherent writing	3	3		
	L 7.2 Use correct capitalization, punctuation, and spelling when writing	3.5			
	SL 7.1 Engage in collaborative discussions	3	3		
	W 7.9 Draw evidence from literary or informational texts to support analysis	3.5	3.5		
	PBIS/Employability				
	Respect	3			
	Responsibility	3			
	Integrity	3			
App Creators	App Creators				
	2-A-3-9: Decompose a problem into parts and create solutions for each part				
	2-A-5-6: Develop programs, both independently and collaboratively, that include sequences with nested loops and multiple branches				
	2-A-6-10: Use an iterative design process (e.g., define the problem, generate ideas, build, test, and improve solutions) to solve problems, both independently and collaboratively				
	PBIS/Employability				
	Respect				
Art 7	Art 7				
	Creating: Design and produce a work of art that clearly communicates information or ideas(VA:Cr2.3.7a)				
	Studio Skills: Demonstrate persistence in developing skills with various materials and methods in making art (VA:Cr2.1.7a)				
	Critical Analysis: Reflect on and explain important information about personal art in an artist statement (VA:Cr3.1.7a)				
	Connecting: Demonstrate the understanding of the influence of time and place on art creation (VA:Cr11.1.7a)				
	PBIS/Employability				
Design and	Design				
	MS-EST1-1, Define the criteria and constraints of a design process problem	3			
	MS-ETS1-4, Develop a model for iterative testing	3			
	MS-ETS1-3, Analyze data generated from testing	3			
	PBIS/Employability				
	Respect	4			
	Responsibility	3			

Course/Teacher	Standard	Q1	Q2	Q3	Q4
	Integrity	3			
FCS 7	FCS 7				
	7FCS1 Demonstrate a safe and healthy learning environment for children (4.4)		3		
	7FCS2 Demonstrate food safety and sanitation procedures (8.2)		3		
	7FCS3 Demonstrate food preparation methods and techniques to produce a variety of food products (8.5)				
	PBIS/Employability				
	Respect				
	Responsibility				
	Integrity				
Health 7	Health 7				
	S5.8.2 Determine when situations require a decision related to safety and injury prevention	3			
	S1.8.6 Identify actions to take to prevent injuries from falls	3			
	S1.8.18 Describe why household products are harmful if ingested or inhaled	3			
	S1.8.16 Describe actions to change unsafe situations in communities	3			
	S1.8.12 Explain climate related physical conditions that affect personal safety, such as heat exhaustion, sunburn, heat stroke, and hypothermia	3			
	S1.8.20 Demonstrate first response procedures needed to treat injuries and other emergencies	3			
	PHW 1.8.8 Summarize the symptoms of someone who is seriously ill and needs immediate medical attention				
	H.E.8.8.1 Assess personal eating practices		2		
	T1.8.7 Name personal reasons he or she will choose not to use tobacco/nicotine products, backed by research		3.5		
	A.O.D. 4.8.4 Demonstrate effective peer resistance skills to avoid or reduce alcohol and other drug use		3		
	A.O.D. 1.8.10 Describe the relationship between using alcohol and other drugs and other health risks such as unintentional injuries, violence, suicide sexual risk behaviors, and tobacco use				
	S.H.3.8.4 Describe situations that call for professional health care services				
	S.H. 1.8.4 Describe way to express affection, love, and friendship				
	MEH 1.8.19 Describe examples of situations that require self control				
	PBIS/Employability				
	Respect	3			
	Responsibility	4			
	Integrity	3			
P.E. 7	PE 7				
	Standard 1 Motor Skills Competency	2	3		
	Standard 2 Application of skill	3			
	Standard 3 Maintain healthy fitness and physical activity level	3			
	PBIS/Employability				
	Respect	3			
	Responsibility	3			
	Integrity	3			
Science 7	Science 7				
	MS-LS1-6 I can construct a scientific explanation for the role of photosynthesis in the cycling of matter and flow of energy through organisms		3		
	MS-LS1-7 I can develop a model to describe how food is changed to form new molecules that support growth and/or release energy as it moves through organisms		2.5		
	MS-LS2-1. I can analyze data to provide evidence for the effects of resource availability on populations of organisms in an ecosystem	3			
	MS-LS2-2. I can construct an explanation that predicts patterns of interactions among organisms across multiple ecosystems				
	MS-LS2-3. I can develop a model to describe the cycling of matter and flow of energy among living and nonliving parts of an ecosystem	3.5			
	MS-LS2-4. I can construct an argument supported by empirical evidence that changes to physical or biological components of an ecosystem can affect populations				
	MS-ESS1-1. I can develop and use a model of the Earth-sun-moon system to describe the cyclic patterns of lunar phases, eclipses and seasons				
	MS-ESS1-2. I can develop and use a model to describe the role of gravity in the motions within galaxies and the solar system				
	MS-ESS1-3. I can analyze and interpret data to determine scale properties of objects in the solar system				
	MS-PS1-2 I can analyze the properties of substances to determine if a chemical reaction has occurred.				
	MS-PS1-4 I can develop a model that predicts and describes changes in particle motion of matter when thermal energy is added or removed				
	PBIS/Employability				
	Respect	3			
	Responsibility	3			
	Integrity	3			
Social Studies 7	Social Studies 7				
	SS.6-8.BS.1 Understanding the changing nature of society				
	SS.6-8.H.2 Understand how and why people create, maintain or change systems of power, authority, and governance				
	SS.6-8.BS.3 Understand the influences on individual and group behavior and group decision making	3			
	SS.6-8.BS.3 Understand the role of culture and cultural diffusion on the development and maintenance of societies	3			
	SS.6-8.G.2 Understand how geographic and human characteristics create culture and define regions	3	3.5		
	SS.6-8.H.7 Understand the role of innovation on the development and interaction of societies	3			
	W.7.7 Conduct short research projects to answer a question, drawing on several sources and generating additional related, focused questions for further research and investigation		3		
	PBIS/Employability				
	Respect	3			
	Responsibility	3			
	Integrity	3			

PBIS-Employability Skills - EXcelstior EXcellence - PBIS Behavioral Rubric

Responsibility	Respect	Integrity
<p>4 Always...</p> <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time <p>3 Consistently...</p> <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time <p>2 Sometimes...</p> <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time <p>1 Rarely...</p> <ul style="list-style-type: none"> Comes prepared for class Turns in quality work on time Is an active learner Arrives on time 	<p>4 Always...</p> <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 <p>3 Consistently...</p> <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 <p>2 Sometimes...</p> <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 <p>1 Rarely...</p> <ul style="list-style-type: none"> Follows directions Listens actively Participates appropriately Honors opinions of others Maintains a voice level of 1-3 	<p>4 Always...</p> <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty <p>3 Consistently...</p> <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty <p>2 Sometimes...</p> <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty <p>1 Rarely...</p> <ul style="list-style-type: none"> Leads by positive example Acts with personal honesty Acts with academic honesty

Common Formative Assessment Data Analysis Scenario

****borrowed from Eric Twadell's presentation****

Objective:

Using the data on p. 3 please review the following information and data generated from a recent common formative assessment (CFA). Based on your data driven dialogue, identify patterns that may be used as feedback to support instructional improvement and to increase student learning and achievement.

Student Learning Target:

Common Core Standard

7th grade Language Arts: Compare and contrast the different points of view in narrative text.

7th Grade Language Arts PLC

Teacher	Brief Biography
Ms. Apple Language Arts teacher	4 th year teacher; bilingual; reading specialist; displays strong leadership skills
Mr. Bigman Language Arts teacher	27 th year teacher; first year teaching seventh grade Language Arts; high opinion of his own teaching ability
Ms. Crabtree Language Arts teacher	12 th year teacher; twelve years teaching the same grade level; prefers not to share students with other teachers; competent & quiet
Ms. Sunnyday Special Education teacher	9 th year teacher; previously taught middle school Language Arts; gets along with everyone; well respected for her ability; prefers to come into her students' classes

Common Formative Assessment

A ten-question multiple-choice assessment given after three-days of instruction focused on the student learning target: compare and contrast the different points of view in narrative text.

The data on p. 3 is after instruction, check for understanding, re-teach, and then common formative assessment.

Team SMART Goal:

After three days of focused instruction, 80% of students will have reached proficiency (Level 3) on the common formative assessment.

All team members have agree to the SMART goal.

Instructional Strategies Utilized by Teachers:

Teachers	Instructional Strategy	Materials	Check for Understanding	Re-Teach Strategy
Ms. Apple	<p>One day of instruction with daily follow-up during warm-up and closing activity.</p> <p>Used white board with pair-share activity.</p> <p>Focused on vocabulary—similarities & differences</p>	<p>Used supplemental materials from the textbook.</p> <p>Used editorial section from the newspaper from the night before to highlight and reinforce.</p>	<p>Whiteboard review.</p> <p>Question and answer periods of class to check for understanding.</p>	<p>Re-taught whole class if more than 50% of students failed the daily warm-up.</p> <p>Corrected individual students when a wrong answer was found.</p>
Mr. Bigman	<p>Two days of instruction for full class period.</p> <p>Utilized the worksheets from the textbook and supplemental resources.</p>	<p>Utilized textbook and workbook exclusively.</p>	<p>Corrected worksheets with whole class.</p> <p>Pop quizzes every other day.</p> <p>Students participated in question and answer periods during class.</p>	<p>Reinforcement when time allowed.</p>
Ms. Crabtree	<p>Taught daily.</p> <p>Used graphic organizers with the whole group.</p> <p>Students working collaborative groups focusing on “same—different” projects</p>	<p>ELL textbook</p> <p>Teacher created graphic organizers.</p>	<p>Project completion with student presentations to classroom and small groups.</p>	<p>Small groups pulled together to meet with teacher to re-explain project when there was confusion or incorrect information.</p>
Ms. Sunnyday Special Education teacher	<p>Focused on key vocabulary with students she worked with.</p> <p>Worked with graphic organizer.</p> <p>Worked in classrooms only when teacher requested.</p>	<p>Used materials that were provided by the teacher.</p>	<p>Focused on correct completion of graphic organizers and proper use of vocabulary.</p>	<p>Reviewed and re-taught daily when student showed confusion</p>

Created by Rich Smith, Sanger Unified High School

Modified by Eric Twadell, Adlai Stevenson High School

Student Results on Common Formative Assessment:

Ms. Apple	Level
Steve**	3
Jill	1
Rowena	2
Troy**	2.5
Tony**	4
Jon**	4
Mark	3
Brad*	1
Doug	1
Caroline	1

Mr. Bigman	Level
Ellen	2.5
Sean**	1
Benay**	1
Jim	2
Kim	2
Greg	1
Dolores**	1
Chris	2.5
Maureen*	1
Sarah	4

Ms. Crabtree	Level
Joan	3
Richard*	2.5
Carol	3
Anne	4
Eric	4
Kaitlyn	4
Amy	3
Niko**	1
Theo**	1
Lauren	4

*Special Education Student

**ELL Student

Curricular Considerations:

Teachers are working in a collaborative team, adhering to a common pacing guide, utilizing the same textbook and resource materials.

The collaborative team has weekly PLC meetings with Ms. Apple taking the leadership role.

PLC Norms

1. We agree to be on time to meetings and stay focused on student learning.
2. We agree to abide by curricular decisions made by the PLC.
3. We agree to share responsibility for the creation of common assessments, schedule of assignments, and the results of all common assessments.
4. We agree to share materials, student achievement results, and be open to new ideas and suggestions on how to improve our instructional practices and student learning.

Dialogue & Discussion Questions

1. What was the overall performance of the Team in relationship to their SMART goal?
2. How do the performances compare between individual teachers? As a whole class? By sub-groups? Are there any patterns?
3. Having looked at the data and using Bruce Wellman's Five Theories of Causation (Instruction), what connections can be made between the results on the common formative assessment and the instructional strategies used by teachers?

Wellman's Theory of Causation

Student	Infrastructure	Curriculum	Instruction	Teachers
Knowledge, skills, & disposition	Schedules, programming, & resources	Design & implementation	Methods, materials, & resources	Knowledge, skills, & dispositions

- a. Which instructional strategies seemed more effective in regard to student learning and achievement?
- b. Which instructional strategies seemed less effective in regard to student learning and achievement?

c. Which instructional strategies seemed more effective with each of the sub-groups?

i. Special Education Students

ii. English Language Learners

4. What does the data suggest regarding potential next steps for this Team regarding the third and fourth question of Professional Learning Community?

a. How do we respond when students are not learning?

b. How do we respond when students are learning?

Board Book: February 19, 2018

Inspire Learning. Unlock Potential. Empower Achievement.

PATHWAYS		TECHNOLOGY		FACILITIES	
Goal #1 Inspire Learning	Goal #2 Inspire Learning	Goal #3 Unlock Potential	Goal #4 Unlock Potential	Goal #5 Empower Achievement	Goal #6 Empower Achievement
<i>Articulate</i>	<i>Support</i>	<i>Challenge</i>	<i>Success</i>	<i>Involve</i>	<i>Build</i>
<i>Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.</i>	<i>Create effective and agile organization that is individually responsible to the needs of the whole child.</i>	<i>Become an excellent learning organization through a culture of continuous improvement.</i>	<i>Maximize achievement by increasing digital literacy utilizing 21st century digital tools.</i>	<i>Enhance engagement opportunities through focused strategic partnerships.</i>	<i>Construct physical learning environments using fiscally responsible and sustainable practices.</i>

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Goal #1: Inspire Learning (Articulate)

Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.

Year 1:

Strategic Initiatives	Measures of Success
Develop a framework for students to experience and successfully pursue post-secondary career offerings.	Begin baseline tracking and reporting of % college acceptance rates (2017-18) and graduation rates (2011-2017) in order to establish reliable benchmark targets and enhance program offerings. {Improve college acceptance and college graduation rates (post-secondary student success metrics)}
Review policies to ensure the district's theory of action for teaching and learning is articulated.	By summer 2017: Administration will work with Policy Committee to review, edit, and recommend policy changes, if necessary (Instructional Consistency).
Curricular alignment to essential knowledge and skills supported by a coherent and aligned assessment system.	K-4: In 2017-18, in the area of literacy (reading, foundational, literature, and informational text and writing) we will document unwrapped standards, student "I can" statements, and identification of priority standards (on report card). Once priority standards are determined, we will begin to work on developing assessments and rubrics that ensure priority standards are being learned by students.
	Grades 5-7: In 2017-18, common assessments will be created for each unit of study in all subject areas. The creation of a middle level report card based on standards will be developed. Common assessments and the middle level report card will be used for reporting purposes in the 2017-18 school year.
	Grades 10-12: By the fall of 2017, identification of priority standards will be documented (via PowerSchool) to ensure priority standards are being learned by students.
	High School: By 2017-18 the Linn-Mar High School Program of Studies will be updated to include Innovation Center/Iowa BIG. This allows for a more aligned curriculum for core courses, AP coursework and Kirkwood offerings.
	Special Education Programming: By the end of 2017-18, using Iowa's Specially Designed Instruction Framework, a core special education group will analyze the recommended key components and critical features to operationally define specially designed instruction in our district.

Refer to the [Strategic Plan](#) for Year 2 Strategic Initiatives and Measures of Success.

Updates on Goal #1: Inspire Learning (Articulate)

Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.

Learning Inspired: Mrs. Henricksen's sixth grade language arts class (Excelsior Middle School) recently had an assignment that inspired one of her students (Gage B.) to write a letter about one of his biggest dreams, to become a fighter pilot. Gage sent his letter to Boeing Defense and the results were inspiring. Boeing not only surprised the class with a video message taped from an aircraft in flight, but a surprise visit from Boeing's Chief Pilot, Steven Schmidt. Way to go Mrs. Henricksen and Gage...*Inspire Learning. Unlock Potential. Empower Achievement.*

[Click here to view the video message sent from Boeing.](#)



Goal #2: Inspire Learning (Support)

Create effective and agile organization that is individually responsible to the needs of the whole child.

Year 1:

Strategic Initiatives	Measures of Success
Individualized and data-driven instruction.	During the 2017-18 school year, all schools will plan for individualized academic interventions (priority standards/content) for all students regardless of need based on an understanding of child development and learning theories within PLCs 100% of the time as measured by team notes. PLCs will develop and implement differentiated classroom instructional opportunities (in specified areas per grade level) for all students. Measure: The use of common formative assessments to differentiate instruction.
	Explore opportunities to better communicate pathway opportunities for students through better articulation during instruction.
Each student enters school healthy and learns about/practices healthy lifestyle.	Develop a Health Curriculum Committee to review health education guidelines and determine district needs. Final recommendations will be made by June of 2017.
	Work with Community Relations on a communications plan to engage parents prior to students entering school regarding wellness and wellbeing of children to be completed in spring 2017.
Each student learns in a physically and emotionally safe environment.	Staff, students, and family members establish and maintain school and classroom behavioral expectations, rules, and routines that teach students how to manage their behavior and help students improve problem behavior.
	Schools teach, model, and provide opportunities to practice social-emotional skills, including effective listening, conflict resolution, problem solving, personal reflection and responsibility, and ethical decision making.
	Mental Health Needs: In 2017-18, continue partnerships and continue to explore additional family/staff education opportunities as they arise.
	Throughout the 2017-18 school year, Board of Education members will serve as PBIS "School Champions" and report school successes as part of regular board meetings in order to facilitate district-wide communication and support of the program.
	In 2017-18, schools will report goals, benchmarks and outcome data regularly through the Board Book to the school board and community.
	As a district, focus on making connections with kids. Progress will be tracked via Gallup Poll and Olweus.
	ALICE Trainings: begin classroom lessons, communication on training w/ staff, families, and community, active trainings to begin spring or early fall.

Refer to the [Strategic Plan](#) for Year 2 Strategic Initiatives and Measures of Success.

No updates at this time.

Goal #3: Unlock Potential (Challenge)

Become an excellent learning organization through a culture of continuous improvement.

Year 1:

Strategic Initiatives	Measures of Success
Promote understanding of total compensation at Linn-Mar and recognize compensation as a competitive tool to drive organizational results.	Conduct a thorough job analysis for each certified and classified position over the 2017-18 school year.
Provide ongoing professional development for teaching staff that supports core instruction, interventions and curriculum implementation.	Create and implement a three-year flexible, professional development plan; thoughtfully allocating state categorical funding to support PD plan. This plan will be shared with the Board of Education in the winter of 2016-17.
	Throughout the 2016-17 school year, provide professional learning at each PDD on measuring the success of specific teaching strategies in an effort to identify and know how to utilize the most 'high impact' learning strategies. (Many resources can be used to do this including Hattie's Visible Learning and Marzano's Art and Science of Teaching).
Effective and efficient use of data.	By March 2017 we will develop a foundational understanding of Smarter Balanced Assessments with staff, students, and community and be prepared to implement Smarter Balanced for the 2017-18 school year.
	Explore dashboard (performance metrics) possibilities for % of students in AP/honors/IB; % of students who show academic growth on NWEA, FAST, Iowa Assessment; % of students who achieve IEP Goals; and other relevant "predictive gateways" for academic success.
Curriculum, instruction and assessment demonstrate high expectations for all students.	Using relevant achievement gap information, identify opportunities to increase the number of students performing at or above grade level in math and reading.
	Expand early literacy within the early childhood programs by using creative curriculum assessment information to drive instruction.
	Provide substantive support to enhance math and reading skills PreK-5.
	During the 2016-17 school year, identify all level 3 and level 4 questions used on all common formative or summative assessments within each course at the high school level.
	During the 2016-17 school year we will closely monitor and update our stakeholders as appropriate, federal and state initiatives including Smarter Balanced, ESSA, ELI and CASA.
	By the end of 2016-17, develop a K-8 standards based report card.

Goal #3: Unlock Potential (Challenge) *Continued*

Become an excellent learning organization through a culture of continuous improvement.

Year 1:

Strategic Initiatives	Measures of Success
Becoming Deliberately Developmental about our staff as we shift from "Human Resources" to "Talent Management".	Research well-being and insurance models/best practices and explore community partnerships (Ex. Blue Zones) to improve Linn-Mar and community health and well-being, reduce health care claim costs from five-year historical averages, and enhance productivity.
	Reduce employee workers compensation claims from five-year average info.
	By spring 2017, develop integrated marketing and communications programs that position Linn-Mar as the district of choice for world class teaching, learning and student achievement. Develop and begin to execute and assess integrated strategic marketing and communications programs, both internal and external, to strengthen, promote and protect Linn-Mar's brand identity, relevance, accomplishments and excellence.
	Explore opportunities to expand mentor programs for all employee groups and leverage their talent/knowledge to improve our overall performance.
	Work to create and maintain a predictable, respectful, compliant, labor relations environment, alignment and consistency with the overall employee relations strategy based on proactive and open communications.
	Research comprehensive and engaging performance management plans for classified and professional staff.
	Foster a positive, engaging, diverse and inclusive work environment while identifying and responding to the changing needs of the Linn-Mar community.
Cultivate a high achieving performance culture.	Revise recruitment strategy and branding program by late winter (2016-17).
	Always promote a school culture with the belief system of all students can learn.

Goal #3: Unlock Potential (Challenge) *Continued*

Become an excellent learning organization through a culture of continuous improvement.

Year 1:

Strategic Initiatives	Measures of Success
Strengthen leadership capability throughout Linn-Mar to promote high levels of performance and productivity and sustain excellence.	Make school building-level communication the major focus of the communication efforts.
	Provide training to district leaders to address all aspects of the employee life cycle.
	Begin to develop a leadership ladder (succession planning) throughout Linn-Mar in all employee groups with a focus on recruitment and retention.
	Identify employee skill gaps, provide opportunity for improvement/workout plan or coaching out (coach up or counsel out).
	School Board, district leaders, and building administrators continually seek to improve knowledge of upcoming trends in education and research on school improvement by having memberships to professional organizations, attending relevant conferences, and networking with other administrative professionals.
	Board Policy Committee to develop and deploy board learning plan and work to strategically align all board committee work under the Strategic Plan .

Refer to the [Strategic Plan](#) for Year 2 Strategic Initiatives and Measures of Success.

Updates on Goal #3: Unlock Potential (Challenge)

Become an excellent learning organization through a culture of continuous improvement.

Elementary Homework Guiding Coalition: The Elementary Homework Guiding Coalition met on February 12th. The meeting started with a discussion on takeaways from their recent presentation to the school board and questions that came up afterwards from board members or staff.

Takeaways from BoE Presentation:

- 1) Overview of last year's work
- 2) Sharing of where we are now
- 3) Big ideas from the literature we have read
- 4) Update on Middle School Homework Guiding Coalition
- 5) A committee member inquired if any questions were asked of the group that presented to the board. It was shared that two questions were asked, one in reference to homework being evaluated on the report card and the other in regard to punitive actions if students do not return homework. The committee was also advised that a board member indicated there are varying philosophies, amongst the staff, on homework and the committee needs to keep this in mind as they move forward.

Questions from Staff after BoE Presentation: It was reported there was no feedback or questions received.

The committee also discussed if each building has, or plans to, share the BoE PowerPoint presentation with staff and PTOs. It was shared that most buildings have presented the committee's work-to-date to staff and a couple of buildings have shared the committee's work with PTOs.

Additional board policy information was shared with the committee and it was noted that the following information should be considered as the committee moves forward:

- Board policy review (additional policy that pertains to homework):
 - Under board policy, *Wellness 504.12* it states that the committee will develop a plan. In the plan/guidance there are three goals listed.
 - Under *Goal 2: Provide physical activity that promotes wellness is a bullet and it states: Physical Activity and Punishment* - Employees may not use physical activity (e.g. running laps, pushups, etc.) or withhold opportunities for physical activity (e.g. recess, physical education) as punishment

The following thoughts on reasons why teachers give homework were shared:

- Reinforce skills taught and reading
- An ah-ha thought: So parents know what students are learning in the classroom

Finally, the committee reviewed Big Rock ideas and generated a survey which all committee members will complete. The purpose of the data collected from this survey will be to help the committee determine agreed-upon items and items that require further discussion.

Updates on Goal #3: Unlock Potential (Challenge) *Continued*

Become an excellent learning organization through a culture of continuous improvement.

Staff Professional Development Day Update: During the professional development day on February 19th Linn-Mar teachers will be participating in the following staff learning opportunities:

- **Elementary:** Mental health training, unwrapping curriculum standards, and prioritization of language arts standards.
- **Middle School:** Review curriculum standards in each content area, review and update common assessments, and create pacing guides to standardize instruction.
- **High School:** Learner management system training, course mapping, standards alignment, and proficiency scales. The afternoon will be spent touring Marion businesses and industries. Thank you to MEDCO for partnering with Linn-Mar on this tour!

2018 LIONS & Volunteer Awards: Nominations are now being accepted for the 2018 LIONS and Volunteer Awards. A completed nomination form and cover letter can be submitted by 4:00 PM on March 9th to [Casey Fasselius](#) in the Human Resources office. [Click here for more information.](#)

- **L** – Living Legend Award for Excellence in Leadership
- **I** – Innovator Award for Excellence in Positive Change
- **O** – Optimizer Award for Excellence in Teamwork
- **N** – Newcomer Award for Excellence in New Ideas
- **S** – Service Award for Excellence in Superior Performance
- **Lion Pride Award** – Going the Extra Mile
- **Shirley Pantini Award** – Excellence in Equity

Goal #4: Unlock Potential (Success)

Maximize achievement by increasing digital literacy utilizing 21st century digital tools.

Year 1:

Strategic Initiatives	Measures of Success
Digital Content	Explore and clarify LM working definitions related to digital learning (blended learning, digital content, etc.) to establish a shared vision.
	Identify specific areas to provide district, building, and instructional support for technology integration and implementation.
	Review, update and curate our PreK-12 digital curriculum to ensure it is rigorous and relevant.
	Identify and develop an online course option, aimed primarily at LMHS 11th and 12th grade students, in each department area that may or may not be a required course.
Digital Citizenship	During 2016-17 explore PreK-12 Digital Citizenship Curriculum (i.e. CommonSense Media).
	2016-17 TICs provide professional development on digital citizenship.
Digital Equity	Review technology equity procedures to inform future policy decisions.
	Establish a uniform, digital checkout process for students who do not have Wi-Fi or computer outside of school.
	Using assessment information, implement the appropriate assistive technology tools for students with special needs in the general education classroom.
	By increasing understanding of assistive technology, promote a culture of individualizing learning needs.
Digital Pedagogy	Begin a process to ensure all faculty have the qualifications and training necessary to deliver courses in a variety of modes; specifically regarding online instruction.
	Create a faculty mentor program or peer review system as a way to improve online/hybrid courses.
	Explore potential resources and processes for future curriculum.
	Utilize Technology Instructional Coaches (TICs) to provide coaching support for teachers integrating technology into their instruction.
Digital Communication	Use annual staff/student/parent/community survey data to determine effective use of school website for consistent district and building level communication.
	Explore possibilities for better alignment and integration of systems used by parents (i.e. PowerSchool, TouchBase and Total Access).
	Promote current electronic communication services for staff to access relevant information regarding resources.

Refer to the [Strategic Plan](#) for Year 2 Strategic Initiatives and Measures of Success.

Updates on Goal #4: Unlock Potential (Success)

Maximize achievement by increasing digital literacy utilizing 21st century digital tools.

Career & Technical Education Advisory: The CTE Advisory met on January 31st to continue their discussion on CTE program improvement. The discussion focused primarily on evaluating high school course offerings, student participation demographics and recruitment, and connection of students and courses to community partners. Linn-Mar CTE service area groups include:

- Agricultural, Food, and Natural Resources
- Applied Science, Technology, Engineering, and Manufacturing
- Business, Finance, Marketing, and Management
- Human Services/FCS

Future of Educational Technology Conference: Executive Director of Technology Jeri Ramos and Director of Innovations Bob Read attended this conference on January 23-26.

For nearly 40 years, the Future of Education Technology Conference has gathered the most dynamic and creative education professionals from around the world for an intensive, highly collaborative exploration of new technologies, best practices, and pressing issues. Its impact has been felt by thousands of districts, schools, educators and, ultimately, students.

Sir Ken Robinson was the keynote speaker and was excellent. If you have not heard him, [click here to view his recent YouTube video about the Learning Revolution](#). Unfortunately, the keynote he gave last month is not available yet. Robinson expressed concern about standardization, discussed the "industrialization" of education where increased output is the primary goal, and shared a compelling comparison to the industrialization of farming and how the "increased output" has not produced better quality food.

Other sessions attended included:

- What IT Approaches Help Control Costs and Maintain Growth
- IT Essentials: The Plumbing
- Building IT Infrastructure for Learning
- Leadership Competencies: Legacy of Learning (www.internationaledtech.com) seeking to establish recognized standards in the blueprint for technology education
- Configuring Modern Classroom: Easy MDM with InTune
- AWS: Bring the Cloud to School IT
- Tech Titans: FAAMG means Future of IT (Fascinating market brief regarding the influence of Facebook, Amazon, Apple, Microsoft, Google)
- CoSN CyberSecurity Framework
- Future of EdTech: IT Track
- CETL: What is it (Ramos will be co-presenting at the ITEC-IT conference in February on CETL and CoSN resources)
- Essential Azure: Discover the Click to Deploy Cloud

Goal #5: Empower Achievement (Involve)

Enhance engagement opportunities through focused strategic partnerships.

Year 1:

Strategic Initiatives	Measures of Success
Internal Partnerships	Investigate and research district administration practices and processes to enable principals to focus more on instructional leadership.
	Promote opportunities for district employees to volunteer in classrooms.
	Explore and clarify the purpose and structure of district leadership meetings to align with Strategic Plan.
External Partnerships	Create conditions to provide transparent, accurate and accessible information through dashboards.
	Broaden opportunities for local businesses and historically underutilized businesses to work with the district.
	Explore opportunities for the city and local districts to share costs for shared services.
	Develop/nurture relationships and work with community partners and media to define, promote, expand and market signature programs.
	Begin to establish a network of information ambassadors.
	Enhance established partnerships with the business community, as well as nationwide, to broaden recruitment, wellness, volunteer and diversity initiatives.
	Promote external partners to join district committees and district staff participate in outside committee groups.

Refer to the [Strategic Plan](#) for Year 2 Strategic Initiatives and Measures of Success.

Updates on Goal #5: Empower Achievement (Involve)

Enhance engagement opportunities through focused strategic partnerships.

Mane Event: The Linn-Mar School Foundation will be hosting their annual Mane Event on Friday, March 2nd at the Cedar Rapids Marriott. The theme for the evening is: *Kentucky Derby...Racing for Education*. Proceeds from Mane Event fund K-12 classroom, curriculum and enrichment grants for Linn-Mar students and staff. Help support the Linn-Mar classrooms by attending Mane Event 2018! [Click here to learn more and purchase tickets.](#)



Board Visit: The school board enjoyed their visit to Oak Ridge Middle School on January 26th. The group shared school lunch with students and staff and toured the building. These visits are a highlight for board members as they get to see students and staff active in their learning environment.

IASB Day on the Hill: Superintendent Shepherd and Board Members Nelson, Lausen, Weaver, and Wall attended the January 30th Iowa Association of School Boards legislative Day on the Hill event. The group had the opportunity to listen to Governor Reynolds, meet with Education Director Ryan Wise, and also meet with several local legislators to advocate for Supplemental State Aid and extending SAVE. The group also shared with legislators the potential deleterious impact of education savings accounts on public schools.

Here are the key dates for this legislative session:

- Feb 16th First Funnel: bills can only move forward if they have been passed out of committee in their own chamber
- Feb 19th-23rd: Senate and House can only consider their own bills
- March 16th Second Funnel: bills can only move forward if they have been passed out of committee in the opposite chamber
- March 19th-23rd: Senate and House can only consider bills from the opposite chamber
- April 17th: 100th day of session and traditional end of the session



Career Explorers: The middle school students had an opportunity to visit Legacy Manufacturing in Marion to learn about various career opportunities. The visit was sponsored by MEDCO's Career Explorers program. Information on careers in engineering, information technology, graphic design, customer support, quality control, and manufacturing was shared. [Click here to learn more about Career Explorers.](#)

Goal #6: Empower Achievement (Build)

Construct physical learning environments using fiscally responsible and sustainable practices.

Year 1:

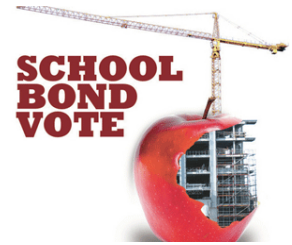
Strategic Initiatives	Measures of Success
Facilities Restructure	During the 2016-17 school year the Board of Education, with feedback from community patrons, will approve a long-term facility structure plan that benefits all Linn-Mar students.
	Determine what the most appropriate and cutting edge learning environments look like at each of the grade level configurations and prioritize goals for the physical components for each of the environments.
	Establish a communication campaign to foster support and approval of district restructure needs.
	Develop a funding plan to support 10-year restructure plan, including the outline of a possible bond campaign strategy.
	Engage architects, engineers, demographers and other applicable services to assist in the planning and implementation of the facility restructure plan.
	Identify an off-site facility for Linn-Mar extension of Iowa BIG.
	Occupy Westfield Elementary addition.
Facilities Preservation	Address priority needs to improve district facilities by actively maintaining 10-year facilities and preventative maintenance plan, including identifying energy-saving opportunities.
	Develop a funding plan to support 10-year preventative maintenance schedule.
	Complete walkthroughs with principals, Crisis Committee members, and Operations & Maintenance to determine building needs in reference to safety and security.
Operational Resource Allocation	Work to optimize resources (buildings, personnel, programs, etc.) to ensure they are utilized efficiently and effectively.
	Explore procedures to effectively evaluate programs from a financial aspect to ensure resources are being utilized to full potential.
	Continually review categorical funding streams to ensure resources are being properly spent and that all expenditures are properly allocated.

Refer to the [Strategic Plan](#) for Year 2 Strategic Initiatives and Measures of Success.

Updates on Goal #6: Empower Achievement (Build)

Construct physical learning environments using fiscally responsible and sustainable practices.

Update on Bond Vote: During the January 22nd school board meeting, board members decided to pursue a bond vote on September 11, 2018. The board was also in agreement that the bond vote should focus on the construction of two, new, fifth/sixth grade buildings. A review of the scope of the bond will proceed with recommendations from the Facilities Advisory Committee and OPN Architects.



GovDeals: The district offers the public the ability to purchase used school equipment through the online auction site, GovDeals. Items for sale can vary from furniture, electronics, vehicles, and maintenance equipment. If interested in purchasing items be sure to visit [the GovDeals website](http://www.govdeals.com) to learn more.

Historical Building Work Phase I: Facility improvement costs to the historical buildings (Bowman Woods, Indian Creek, and Wilkins) were previously included in the 2017 bond referendum that was unsuccessful. Since the 2018 bond referendum will focus solely on the fifth/sixth grade intermediate buildings, the scope of work for the historical buildings is now scheduled to occur in three annual phases beginning in 2018. Phase I is projected to cost \$1.75 million and be funded through PPEL/SAVE dollars. The tentative details of Phase I are as follows:



Bowman Woods:

- Upgrades to 12 restrooms
- Replacement of corridor flooring
- Partial roof repair
- IT network upgrade
- Interior/exterior door replacements
- Drinking fountain replacement
- Playground blacktop resurface



Indian Creek:

- Upgrades to 9 restrooms and health office
- Replacement of electrical switchgear and obsolete panels
- Drinking fountain replacement
- Clock upgrades
- Interior/exterior door replacements



Wilkins:

- Upgrades to 6 restrooms and workroom/staff lounge area
- Corridor cove base replacement
- IT network upgrade
- Interior/exterior door replacements
- Door access controls installed
- Drinking fountain replacement
- Playground blacktop resurface

Updates on Goal #6: Empower Achievement (Build) *Continued*

Construct physical learning environments using fiscally responsible and sustainable practices.

Finance/Audit Meeting: The following items were discussed at the February 15th Finance/Audit Committee meeting:

- Key dates for the historical buildings' restroom project: public hearing and approval of specifications on February 19th, pre-bid meeting on February 19th, bids received on February 27th, and awarding of contract on March 5th.
- Auditing services proposals were reviewed. The district received proposals from four firms: 1) Nolte, Cornman, & Johnson, P.C., 2) RSM McGladery, 3) Clifton, Larson, & Allen, and 4) Bohnsack & Frommelt LLP. Cost of proposals ranged from \$22,550 to \$40,000. The committee is recommending a three year agreement with Bohnsack & Frommelt LLP.
- Committee members reviewed a draft of the 10-Year capital projects plan. The plan outlines various capital projects by location with funding amounts attached to each project and year. Funding sources include general obligation bonds, sales tax bonds and cash, PPEL notes and cash, and PERL funds. This first draft is meant to serve as a conversation starter for planning purposes as this plan will evolve over time.
- A brief update on the FY2019 certified budget was given noting that the overall tax rate will remain stable at around \$17.37 per \$1,000 of taxable valuation. More details about the FY2019 certified budget will be shared at the next committee meeting in March.

Achievements and Honors

LEGO League News: Congratulations to the Oak Ridge LEGO Blasters for being chosen as one of three teams in the region to advance to the next round of the LEGO League Global Innovation Competition. The students received a first place award for overall project during the state contest. The team is currently preparing an Ecommode urine collecting toilet and, if selected, will advance to nationals in San Jose, California in June.



Oak Ridge LEGO Blaster Members: Eli Norris, Sam Greiner, Braeden Dupree, Caiden Abbott, Anjali Addagarla, Jacob Yeareous, Joel Silcox, Zack Kendrick, Kaleb Wesselink, and Ethan Norris.



Speech News: Congratulations to the choral reading team for advancing to the state competition! The team took the top spots at districts in one-act play, reader's theatre, two varsity radio broadcasts, TV news, ensemble acting, two short films, group mime, varsity improve, and freshman ensemble acting. Congrats also go out to the following teams for receiving a division II rating: freshman one-act play, varsity group improv, varsity group mime, freshman group improv, and freshman radio.

During the state competition, *82 state teams were hosted at Linn-Mar*, our speech teams participated in 13 events and received 6 top honors from the trio of judges in the areas of choral reading, varsity ensemble acting, group mime, radio broadcasting-KSRN, television news, and freshman ensemble acting. The following groups also received top honors from two of the three judges: reader's theatre, group improv, radio broadcasting-KZOM, and musical theatre. Congratulations to Choral Reading and Group Mime on being chosen to perform at the All-State Speech Festival in Ames February 17th! , Varsity and Freshman Ensemble Acting will receive a special recognition during All-State even though they were not chosen to perform.



Band News: Congratulations to our four jazz bands for earning a division I (superior) performance at the Iowa High School Music Association Jazz Band Festival! Congratulations to the Oak Ridge Middle School 8th Grade Band and Director Brett Dupree and the Wind Ensemble directed by Aaron Nuss for being invited to perform at the Iowa Bandmasters 91st annual conference in May where over 1,200 musicians will perform.

Invention Convention: Congratulations to the following elementary students for being selected as Invention Convention finalists and for moving onto the state Invent Iowa competition on April 16th!

- Garrett Bauermeister (Indian Creek): No Chew Necklace
- Kathryn Delsing (Echo Hill): Feed Your Fish
- Tate McEowen (Novak): Christmas Tree Quencher
- Harris Meggers (Indian Creek): Ginger Brick House
- Brevyn Morrissey (Bowman Woods): The Super Switch
- Rita Mossman (Bowman Woods): Buckle Up Buttercup
- Audrey Peterson (Bowman Woods): The Easy Sleeper 2000
- Josiah Prebil (Westfield): The Bean Buddy
- Katelyn Schaul (Linn Grove): Backlastic Bag
- Lauren Weber (Echo Hill): The Twist and Turn Dance Bag



Boys' Swimming: Congratulations to the Aquatic Center for hosting the district competition for boys' swimming and to the Linn-Mar boys' swim team for placing second overall. A special shout out to senior Matt Peng for being named District Swimmer of the Year! The following swimmers advanced to the state competition: Matt Peng (50 freestyle and 100 butterfly), Nick Cavanah (200 freestyle and 100 backstroke), and Brycen Snell (100 and 200 freestyle). The team also qualified for the 200 and 400 freestyle relays. Five members of the squad have been named to the MVC All Division First Team. They include Matt Peng, Brycen Snell, Alex Cochrane, Austin Cochrane and Nick Cavanah.

State Competition Update: Congratulations to the boys' swim team for placing 10th in the state swimming competition. Matt Peng tied for 5th place in the 100 freestyle and took 3rd in the 100 butterfly, which is a new school record! Brycen Snell took 8th in the 100 freestyle (another school record) and broke the current school record in the 200 freestyle. Matt Peng, Brycen Snell, and Nick Cavanah set a new school record in the 200 freestyle relay placing 5th!

Scholastic Art & Writing Awards: Congratulations to the following high school students for earning regional awards in the Scholastic Art & Writing competition: Matthew Behnke earned a gold key award for his critical essay entitled, *Who is in the Driver's Seat*. Matthew's essay will advance to the national level. Elizabeth Pauley earned two silver key awards for her artwork in painting and drawing/illustration. Sarah Velazquez received an honorable mention for her digital artwork. All three students were invited to the Scholastic Celebration in Three Acts to be held at the Iowa Memorial Union on Saturday, March 10th.

Middle School Mathletes: Congratulations to the Oak Ridge and Excelsior MathCounts teams for placing first and second, respectively, in the Cedar Rapids MathCounts Chapter Competition. During the competition five Oak Ridge team members and three Excelsior team members participated in the Countdown Round; which is a competition between the top 10 mathletes from the competition. During the Countdown Round, the following Oak Ridge competitors took the top three spots: David Ammons (1st place), Nikhil Anand (2nd place), and Janet Weng (3rd place). Kudos go out to the following Excelsior students as well for also placing in the Countdown Round: Aadark Kumar (4th place), Shourya Sing (6th place), and Nahom Fikreselassi (7th place). Both MathCounts teams will advance to the state competition.



Iowa Youth Volunteer of 2018 Finalist: Kaleb Cook has been named one of Iowa's top two youth volunteers of 2018 by The Prudential Spirit of Community Awards, a nationwide program honoring young people for outstanding acts of volunteerism. As a state honoree Cook will travel to Washington, D.C., where he will join the top two honorees from each of the other states and the District of Columbia for four days of national recognition events. During the trip, 10 students will be named America's Top Youth Volunteers of 2018. Cook, a senior at Linn-Mar High School, created an organization that facilitates inclusive dance therapy for people with special needs and has raised thousands of dollars for a year-round camp for people with disabilities.

POMs News: Congratulations to Varsity POM for their great performance during the 2018 UDA National Dance Team Championship in Orlando! The team placed second in medium varsity POM and fifth in medium varsity jazz.



Wrestling News: Congratulations to Bryce Parke, Cole Kraklio, Jacob Wempen, Ryan Plummer, and Isaiah Garman competing in the 2018 state wrestling tournament!

Young Musicians Honor Band: Congratulations to the following band students for being selected to participate in the 2018 Young Musicians Honor Band:

5th Grade Band Members: Directors are Kevin Makinster and Amy Sams

- Brynlie Perry (Bowman Woods - flute)
- Kyle Earnest (Echo Hill - alto sax)
- Joseph Schafer (Bowman Woods - alto sax)
- Luke Sowers (Indian Creek - cornet)
- Austin Schornhorst (Linn Grove - trombone)
- Grant Dupree (Novak - baritone)
- Dale Nuss (Novak - tuba)
- Maverick Stapley (Echo Hill - tuba)
- Sujan Shadrak (Echo Hill - percussion)

6th Grade Band Members (All from Oak Ridge): Directors are Stephanie Nuss and Brett Dupree

- Sophia Askelson (flute)
- Evan Shanley (clarinet)
- Maddox Elliott (trombone)
- Gavin Gates (trombone)
- Kyle Langston (percussion)



Linn-Mar Alum Recipient of IGHSAU First Lady Award: University of Iowa Head Women's Basketball Coach Lisa Bluder has been named the recipient of the Iowa Girls' High School Athletic Union's First Lady Award. Coach Bluder will be honored Saturday, March 3rd at the 2018 Iowa Girls' State Basketball Tournament. Bluder is the 13th recipient of the award which is given to a daughter of Iowa and recognizes girls and women who carry the tradition and training of a sport into their careers and for their most memorable accomplishments. Bluder is a member of the Linn-Mar High School Hall of Fame and the Northern Iowa and St Ambrose Athletic Hall of Fame.



Administrative Regulations Regarding Time Release Program

Code 602.8-R

Time Release Policy:

Juniors and seniors who have parent/guardian or legal custodian approval may apply for the privilege of enjoying a restricted open campus. This privilege allows the students to be in school for their scheduled classes only. This privilege is designated on student ID cards. Juniors and seniors in good standing with attendance and discipline regulations and who have no failing grades or incomplete grades may be eligible for time release **with parent/guardian approval if under the age of 18.**

Objectives:

- Encourage students to make responsible decisions on budgeting their time while in school
- Allow students to gain practical work experience while in school

General Policy:

1. If a student's ID card is lost they must apply for a new card at the attendance office. There will be a waiting period of one week before a new card is issued and a \$5 fee.
2. Time release will be given only with parent/guardian or legal custodian approval.
3. Time release will be in effect as long as the student follows the policy and guidelines.
4. The educational welfare of the student will, at all times, be given primary consideration.
5. While on time release, the student is representing the Linn-Mar Community School District. Please remember this factor for the welfare of the school and the program, as well as for the student involved.

Rules and Regulations:

1. Time release privileges may be changed or made void at any time by either the school and/or parent/guardian or legal custodian.
2. Students cannot drop a course or courses to extend their time release privileges. If a student should drop or be withdrawn from a course, the school may assign the student to supervised study hall during that time.
3. Student must present their ID card when requested and must carry it at all times. Failure to do so may result in loss of time release privileges.
4. Students should NOT drive another student's car from the parking lot without the approval of the owner.
5. Taking non-release time students from the campus or parking off campus may result in the loss of time release privileges.
6. Students parking improperly, leaving school on non-release time, or altering their ID card may lose their time release privileges.

By signing this agreement the parent/guardian or legal custodian releases and absolves the Linn-Mar Community School District from all responsibility; financial, legal, moral, or other responsibility during the time the student is away from school on time release.

This agreement can be changed or made void at any time at the discretion of the school and/or parent/guardian or legal custodian for failing marks, school rule violations, or irresponsible behavior on the part of the student. Irresponsibility is considered but not limited to the following:

- Failure to present student ID card when requested
- Continual, improper parking
- Leaving school on non-release time
- Continual forgetting of student ID card
- Driving another student's car from the parking lot without owner approval
- Not being out of the building during time release
- Misbehavior while at school
- Any violations of school rules and regulations

Altering student ID card will result in immediate revocation of time release privileges!

Application:

Students wishing to apply for time release should do so through the high school associate principal's office. The agreement is valid when signed by the associate principal, student, and parent/guardian or legal custodian.

Adopted: 4/91

Reviewed: 6/11; 9/13; 4/15

Revised: 7/12; 1/18



Education Program

Policy Title: Career Education Code 602.17

Preparing all students for careers is one goal of Linn-Mar's education program. The district curriculum will be relevant to the world of work and career education shall be infused into all curricular areas, PreK-12. This education will include but not be limited to awareness of self in relation to others and the needs of society, exploration of employment opportunities, experiences in personal decision-making, and experiences of integrating work values and work skills into their lives.

Effective career education begins with the basic academic, communication, and technical skills required for success in a changing world. In addition, every student should be offered, in an age-appropriate manner, opportunities to assess personal attributes and interests and to match these against potential career opportunities. The goal is that all students will develop employability skills and required competencies in their area of interest by the time they graduate. Students shall be provided guidance in educational planning to help achieve this goal.

It shall be the responsibility of the superintendent, or designee, to encourage and assist licensed personnel in finding ways to incorporate career education into the education program. In addition to school-based resources, the district shall utilize community resources (e.g., Junior Achievement, Workplace Learning Connection, Chamber of Commerce, **MEDCO**, school/business partnerships, student and faculty internships, etc.) to enhance the education program. It shall also be the responsibility of the superintendent, or designee, to incorporate career education in Linn-Mar's school improvement plan and to include evaluation of Linn-Mar's career education efforts in an overall district assessment plan.

In any curriculum under review, the board shall take special note of those components that indicate that career education has been incorporated into all curricula.

Adopted: 6/85

Reviewed: 6/12; 9/13; 4/15

Revised: 6/11; 1/18

Legal Reference (Code of Iowa): §§ 256.11, .11A; 280.9; 281 IAC 12.5(7)

**Policy Title: Instruction at a Post-Secondary
Educational Institution
Code 602.18**

Students in grades 9 through 12 may receive academic or vocational/technical credits that count toward graduation requirements set out by the board for courses successfully completed in post-secondary educational institutions. Students 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 9 through 12 who successfully complete courses in post-secondary educational institutions under an agreement between the district and the post-secondary educational institution will receive academic and vocational/technical credits in accordance with the agreement.

Students who have completed the 11th grade but who have not completed the graduation requirements set out by the board may take up to 7 semester hours of credit at a post-secondary educational institution during the summer months when school is not in session, if the students **pays pay** for the courses. Upon successful completion of the summer courses, students will receive academic or vocational/technical credit toward graduation requirements set out by the board. Successful completion of the courses is determined by the post-secondary educational institution. The board will have complete discretion to determine the academic credit to be awarded to the students 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 graduation requirements set out by the board for a course at a post-secondary educational institution:

- Course is taken from a public or accredited private post-secondary educational institution.
- A comparable course is not offered in the 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 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.

- The course complies with Department of Education requirements for meeting proficiency criteria for ~~No Child Left Behind~~ Every Student Succeeds Act.
- The course complies with Department of Education senior year plus criteria.

Students in grades 11 and 12 who take courses other than courses taken under an agreement between the 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 11 and 12 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 district for all costs directly related to the course. Prior to registering for the course, students under age 18 will have a parent/guardian sign a form indicating that the parent/guardian 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 board may waive reimbursement of costs to the district for the previously listed reasons. Students dissatisfied with the board's decision may appeal to the local AEA for a waiver of reimbursement.

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

Adopted: 11/92

Reviewed: 1/10; 6/12

Revised: 6/11; 9/13; 4/15; 1/18

Legal Reference (Code of Iowa): §§ 256.11, .11A; 261C; 279.8; 280.3, .14; 281 IAC 12, 22



**Linn-Mar Community School District Board of Education
Work Session Minutes
January 22, 2018**

100: Call to Order and Determination of a Quorum

President Nelson called the meeting to order at 5:00 PM in the boardroom of the LRC. Roll was taken. Present: AbouAssaly, Lausen, Nelson, Wall, Isenberg, Anderson, and Weaver.

200: Adoption of Agenda *Motion 078-01-22*

Motion AbouAssaly, second Anderson to approve the agenda. Voice vote, all ayes. Motion carried.

300: Work Session

301: Bond Update

Representatives from OPN Architects were present for a discussion regarding facility planning. The discussion focused on what the board has heard in regard to the failed bond vote, the best time for another vote, and the scope of the bond. It was the consensus of the board to hold another vote in September 2018. The Facilities Advisory Committee and board will continue discussion to decide what will be included in the bond request. The group also discussed the importance of explaining what will be removed from the bond request and how the removed items will be paid for. It was agreed that a 10-year facility plan is necessary as the district moves forward with communication to the public.

302: Elementary Homework Guiding Coalition

Exhibit 302.1

Members of the committee shared updates on their discussions and research. The committee is comprised of elementary principals and teacher representatives from all elementary buildings, along with other administrative personnel. The committee plans to have guidelines in place for 2018-19. The guidelines will be aligned with board policy.

303: Magnet Schools

Associate Superintendent Shannon Bisgard gave a presentation on magnet schools. Magnet schools are public schools centered on a theme that is chosen by the school/district. The Teaching & Learning Department has been researching magnet schools to see what advantages they could provide Linn-Mar students. After board discussion, it was decided that additional research would occur to assess the opportunities magnet schools could provide the students, but no timeline was set for implementing a magnet school within the district.

400: Adjournment *Motion 079-01-22*

Motion Wall, second AbouAssaly to adjourn at 6:38 PM. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

Angie Morrison, Board Secretary

**Linn-Mar Community School District Board of Education
Regular Meeting Minutes
January 22, 2018**

100: Call to Order and Determination of a Quorum

President Nelson called the meeting to order at 7:00 PM in the boardroom of the LRC. Roll was taken. Present: Lausen, Nelson, Wall, Isenberg, Anderson, Weaver, and AbouAssaly.

200: Adoption of Agenda *Motion 080-01-22*

Motion AbouAssaly, second Wall to approve the agenda. Voice vote, all ayes. Motion carried.

300: Audience Communications

Amanda Weaver, high school parent, requested the board consider a policy prohibiting the display of student artwork that contains nudity in response to a recent art show in the Pride Rock Commons area.

400: Informational Reports

401: Board Visit

Board members shared highlights of their visit to Compass on January 10. They were impressed with the students and staff and felt that the environment is very positive.

402: Policy/Governance Committee

Committee members reported there were only minor revisions to three policies in the series reviewed. Superintendent Shepherd shared that a group of high school students has been asked to research gender neutrality policies and procedures. Once the students have information together they will present their recommendations to the policy committee for consideration in the implementing policies, procedures, and a communication plan regarding gender neutrality in the district.

403: Finance/Audit Committee

Committee members shared highlights of the January 18th meeting wherein the discussion focused on the purchase of additional propane buses.

404: Marion City Council

Isenberg reported highlights of the City Council meeting held on January 18.

405: Board Book

Exhibits 405.1-2

Superintendent Shepherd highlighted several items from the Board Book. Matthew May, communications/media coordinator, shared that an Excelsior Middle School student received a surprise visit from a Boeing pilot in response to a letter he had written as part of a school project.

500: Unfinished Business

600: New Business

601: Affirmative Action Plan *Motion 081-01-22*

Exhibit 601.1

Motion AbouAssaly, second Lausen to approve the district's Affirmative Action Plan as presented. Voice vote, all ayes. Motion carried.

602: Bid for Purchase of Buses *Motion 082-01-22*

Exhibit 602.1

Motion AbouAssaly, second Anderson to approve the bid from School Bus Sales to purchase four Bluebird propane buses for a total cost of \$382,404.00. The savings recognized from propane buses in fuel and maintenance continues to make this option attractive and cost effective for the district. It is estimated that propane buses save the district at least \$3,145/year over other types of buses. Voice vote, all ayes. Motion carried.

603: First Reading of Policy Recommendations *Motion 083-01-22*

Exhibit 603.1

Motion Wall, second Isenberg to approve the first reading of the policy recommendations as presented. Voice vote, all ayes. Motion carried.

Policies 600.1 thru 602.29-E were reviewed with recommendations for updates to:

- 602.8-R Administrative Regulations Regarding Time Release Program
- 602.17 Career Education
- 602.18 Instruction at a Post-Secondary Educational Institution

604: Open Enrollment Requests *Motion 084-01-22*

Motion Lausen, second AbouAssaly to approve the open enrollment requests as presented. Voice vote, all ayes. Motion carried.

Approved IN:

Name	Grade	Resident District	Reason
Trawick, Alijah	10 th	College Community	Good Cause

Approved OUT:

Name	Grade	Receiving District	Reason
Bell, Taylor	9 th	Cedar Rapids CSD	Good Cause

Denied IN:

Name	Grade	Resident District	Reason
Cunningham, Ajiah	7 th	College Community	Insufficient Space
Cunningham, Diamond	6 th	College Community	Insufficient Space
Cunningham, Jaquan	7 th	College Community	Insufficient Space
Washington, Andre	11 th	College Community	Insufficient Space

700: Consent Agenda

701: Personnel

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Baldwin, Craig	From EX to IC Custodian	1/8/18	Same
Kimmel, Diana	HS: Student Support Associate	1/8/18	LMSEAA II, Step 6
Neymeyer, Katie	HS: Student Support Associate	1/16/18	LMSEAA II, Step 10

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Hartwig, Amy	EH: Student Support Associate	1/24/18	Other Employment
Helm, Nathaniel	OR: ASSIST Student Support Associate	1/10/18	Personal
Woodwick, Jenna	NS: HS General Help	1/12/18	Personal

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Harms, Barb	HS: Foreign Language Teacher	6/1/18	<i>Retirement</i>

702: Approval of January 8th Board Meeting Minutes

Exhibit 702.1

703: Approval of January 10th Board Visit Minutes

Exhibit 703.1

704: Approval of Bills

Exhibit 704.1

705: Approval of Contracts

Exhibits 705.1-3

1. Independent contractor agreement with April James.
2. Independent contractor agreement with Sarah Roberts.
3. Independent contractor agreement with Jeremiah de la Pena.
4. Interagency agreements for special education and related services with Cedar Rapids CSD (3), East Buchanan CSD (1), Iowa City CSD (1), and Marion Independent (3). *For student confidentiality, exhibits not provided.*

706: Disposition of Obsolete Equipment

Per Iowa Code (§§ 297.22-25) and policy 902.6, the district will list for sale the following obsolete equipment/furnishings on GovDeals.com. *No items listed at this time.*

707: Informational Items

Exhibits 707.1-2

1. School Finance and Cash Balance Reports as of December 31, 2016
2. School Finance and Cash Balance Reports as of December 31, 2017

708: Approval of the Consent Agenda ***Motion 085-01-22***

Motion AbouAssaly, second Wall to approve the consent agenda as presented. Voice vote, all Ayes. Motion carried.

800: Communications

Communication and calendar items were reviewed.

900: Adjournment ***Motion 086-01-22***

Motion Anderson, second Lausen to adjourn the regular meeting at 7:35 PM. Voice Vote, all ayes. Motion carried.

Sondra Nelson, Board President

Angie Morrison, Board Secretary

Minutes recorded by Angie Morrison.



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

**Linn-Mar Community School District Board of Education
Special Session Minutes
January 30, 2018
IASB Day on the Hill**

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education special session was called to order at 6:45 AM before departing for the IASB Day on the Hill event in Des Moines, IA. Roll was taken to determine a quorum. Present: Nelson, Weaver, Lausen, and Wall. Absent: AbouAssaly, Anderson, and Isenberg.

200: Adoption of Agenda *Motion 089-01-30*

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

300: Special Session

301: IASB Day on the Hill

Exhibit 301.1

Board members participated in the IASB Day on the Hill events at the Botanical Gardens and Capitol in Des Moines.

400: Adjournment *Motion 90-01-30*

Motion by Lausen to adjourn the special session at 3:45 PM, second by Weaver. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

Angie Morrison, Board Secretary

Minutes recorded by Angie Morrison.

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 01/19/2018 - 02/01/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
Fund: Aquatic Center		
BMO MASTERCARD	GENERAL SUPPLIES	\$94.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,683.09
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$73.49
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$314.22
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$73.49
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$314.22
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$464.98
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$445.44
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$668.54
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5.59
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$13.17
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$1.88
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$471.23
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$38.19
NORTHEASTERN SWIM TEAM	GENERAL SUPPLIES	\$820.00
SPLASH MULTISPORT	GENERAL SUPPLIES	\$728.90
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$189.34
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$27.50
Fund Total:		\$8,430.27
Fund: GENERAL		
ACME TOOLS	INSTRUCTIONAL SUPPLIES	\$58.92
AIRGAS NORTH CENTRAL	INSTRUCTIONAL SUPPLIES	\$417.58
AIRGAS NORTH CENTRAL	MAINTENANCE SUPPLIES	\$251.06
AKERS KYLE	OFFICIAL/JUDGE	\$57.00
ALL INTEGRATED SOLUTIONS	MAINTENANCE SUPPLIES	\$335.94
ALLIANT ENERGY	ELECTRICITY	\$65,161.65
AMERICAN SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$30.90
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$7,076.00
BENTON COMMUNITY SCHOOL DISTRICT	TUITION IN STATE	\$4,769.96
BMO MASTERCARD	ADVERTISING	\$11.00
BMO MASTERCARD	COMP/TECH HARDWARE	\$2,393.19
BMO MASTERCARD	DUES AND FEES	\$1,105.00
BMO MASTERCARD	EQUIPMENT >\$1999	\$17,525.18
BMO MASTERCARD	GENERAL SOFTWARE	\$14.99
BMO MASTERCARD	GENERAL SUPPLIES	\$4,736.10
BMO MASTERCARD	HEAT/PLUMBING SUPPLY	\$472.75
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$13,575.41
BMO MASTERCARD	LIBRARY BOOKS	\$363.20
BMO MASTERCARD	MAINTENANCE SUPPLIES	\$1,991.28
BMO MASTERCARD	PROF SERV: EDUCATION	\$4,491.00
BMO MASTERCARD	REPAIR PARTS	\$87.29
BMO MASTERCARD	STAFF WORKSHOP/CONF	\$1,914.75
BMO MASTERCARD	TEXTBOOKS	\$476.83

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 01/19/2018 - 02/01/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
BMO MASTERCARD	TRAVEL	\$8,340.36
BRYANT DEMETRUS	OFFICIAL/JUDGE	\$65.00
CEDAR RAPIDS BOWLING CENTER	INSTRUCTIONAL SUPPLIES	\$151.00
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$1,245.08
CEDAR RAPIDS COMM SCH DIST	TUITION IN STATE	\$525.88
CEDAR RAPIDS COMM SCH DIST	TUITION OPEN ENROLL	\$379,343.86
CEDAR RAPIDS COMM. SCHOOL/RW	INSTRUCTIONAL SUPPLIES	\$10,182.48
CENTRAL CITY COMMUNITY SCHOOL	TUITION IN STATE	\$4,973.79
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$3,141.69
CENTURYL INK	TELEPHONE	\$725.26
CITY OF MARION.	OTHER PROFESSIONAL	\$1,150.25
CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$13,514.30
COLLECTION	EE LIAB-GARNISHMENTS	\$3,631.29
COLLEGE COMMUNITY SCHOOLS	TUITION IN STATE	\$25,111.21
COLLEGE COMMUNITY SCHOOLS	TUITION OPEN ENROLL	\$18,176.28
COMMUNITY HEALTH CHARITIES	EE LIAB-CHARITY	\$10.00
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$484.00
DECKER EQUIPMENT	MAINTENANCE SUPPLIES	\$94.03
DEKE SONNY	OFFICIAL/JUDGE	\$114.00
DOMINO'S PIZZA-4358	INSTRUCTIONAL SUPPLIES	\$99.89
EMPLOYEE RESOURCE SYSTEMS, INC	OTHER PROFESSIONAL	\$1,453.50
ENTERPRISE	RENTALS EQUIPMENT	\$811.20
FAMILY VIDEO	FACILITY RENTAL	\$3,687.04
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$191.48
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,622,995.30
FEDEX	POSTAGE/UPS	\$11.80
FLOOD KEVIN	OFFICIAL/JUDGE	\$65.00
FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS	\$1,230.71
FOLLETT SCHOOL SOLUTIONS, INC	TEXTBOOKS	\$848.00
GASWAY CO, J P	GENERAL SUPPLIES	\$1,398.76
GEE ASPHALT SYSTEMS INC	GROUNDS UPKEEP	\$5,067.25
GENTZSCH ANDREW	Professional Educational Services	\$612.50
GILCREST/JEWETT	INSTRUCTIONAL SUPPLIES	\$27.16
GUIDE K-12	COMPUTER SOFTWARE	\$13,723.20
HARGERS ACCOUSTICS INC	MAINTENANCE SUPPLIES	\$472.00
HAZELDEN PUBLISHING	INSTRUCTIONAL SUPPLIES	\$2,800.70
HEISLER DOUG	OFFICIAL/JUDGE	\$57.00
HOGLUND BUS CO. INC	TRANSP. PARTS	\$630.34
HOUGHTON MIFFLIN HARCOURT	INSTRUCTIONAL SUPPLIES	\$1,376.10
HY-VEE FOOD STORE-8556	GENERAL SUPPLIES	\$127.15
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$977.60
IAAE	INSTRUCTIONAL SUPPLIES	\$525.00
IASB	GENERAL SUPPLIES	\$600.00
IASB	LEGAL SERVICES	\$200.00
IASB	PROF SERV: EDUCATION	\$870.00

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ICONNECT CORP	PROF SERV: EDUCATION	\$234.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$53,829.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$230,164.75
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$53,829.00
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$230,164.75
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$322,300.90
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$761.67
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$405.85
INVOLTA	OTHER TECH SER	\$345.00
IOWA BOARD OF CERTIFICATION	DUES AND FEES	\$40.00
IOWA CITY COMMUNITY SCHOOLS	PROF SERV: EDUCATION	\$159.00
IOWA DEPT OF REVENUE - ADMIN WAGE LEVY	EE LIAB-GARNISHMENTS	\$1,029.42
IOWA PRISON INDUSTRIES	INSTRUCTIONAL SUPPLIES	\$1,430.00
IOWA PRISON INDUSTRIES	MAINTENANCE SUPPLIES	\$5,021.70
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$264,624.02
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$397,158.59
IOWA SHARES	EE LIAB-CHARITY	\$28.00
JC'S TOWING LLP	GENERAL SUPPLIES	\$200.00
JEFFREY DOWNING	OFFICIAL/JUDGE	\$65.00
JERACH TOOL SUPPLY	GENERAL SUPPLIES	\$116.99
JEREMIAH DE LA PENNA	INSTRUCTIONAL SUPPLIES	\$50.00
JOHNSTONE SUPPLY	REPAIR PARTS	\$616.05
KING DOUG	OFFICIAL/JUDGE	\$57.00
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$442.35
LASER RESOURCES, LLC	INSTRUCTIONAL SUPPLIES	\$140.00
LEARNING A-Z	INSTRUCTIONAL SUPPLIES	\$209.90
LEARNING FORWARD	REF & RSRCH MATERIAL	\$89.00
LINN CO-OP OIL	GASOLINE	\$23,883.00
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$281.33
LINN-MAR NUTRITION SERVICES	GENERAL SUPPLIES	\$11.25
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$102.50
LMEA	EE LIAB-UNION DUES	\$296.40
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$4,749.41
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$12,774.80
MAGDALY SANTOS	INSTRUCTIONAL SUPPLIES	\$792.00
MARION INDEPENDENT SCHOOLS	TUITION IN STATE	\$119,396.98
MARION INDEPENDENT SCHOOLS	TUITION OPEN ENROLL	\$7,962.84
MARION TIMES	ADVERTISING	\$48.49
MARSHALLTOWN HIGH SCHOOL	GENERAL SUPPLIES	\$10.00
MATHESON-LINDWELD	INSTRUCTIONAL SUPPLIES	\$439.37
MENARDS -13127	GENERAL SUPPLIES	\$26.31
MERCY EAP SERVICES	PROF SERV: EDUCATION	\$1,350.00
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$20,201.62
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$462,581.47
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$18,677.46

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METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$25,520.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$20,436.28
MGE LINGUAL SERVICES, INC	INSTRUCTIONAL SUPPLIES	\$120.00
MID AMERICAN ENERGY	NATURAL GAS	\$15,777.45
MIDAMERICAN ENERGY SERVICES, LLC	NATURAL GAS	\$21,918.44
MIDWEST ALARM SERVICES	OTHER PROFESSIONAL	\$467.40
MIDWEST COMPUTER PRODUCTS	INSTRUCTIONAL SUPPLIES	\$1,124.24
MINDWING CONCEPTS INC	INSTRUCTIONAL SUPPLIES	\$145.00
NASCO	INSTRUCTIONAL SUPPLIES	\$137.00
NATIONAL ASSOC OF SCHOOL NURSES	DUES AND FEES	\$837.00
NEUMAN POOLS	CHEMICALS	\$1,243.58
ORKIN PEST CONTROL	Pest Control	\$270.00
PAUL REVERE LIFE INS. CO.	DISTRICT LIFE INSURANCE	\$227.60
PEEPLS JAMAAL	OFFICIAL/JUDGE	\$57.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$77.97
PIERSON TREY	OFFICIAL/JUDGE	\$65.00
Polk County Sheriff	EE LIAB-GARNISHMENTS	\$316.76
POTTERS OBSESSION	INSTRUCTIONAL SUPPLIES	\$156.00
PROVIDENT LIFE/ACCIDENT INS. CO.	DISTRICT LIFE INSURANCE	\$1,927.43
QUILL CORPORATION	GENERAL SUPPLIES	\$217.57
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$233.22
QUINN STORAGE	FACILITY RENTAL	\$160.00
REINHART INSTITUTIONAL FOODS INC	INSTRUCTIONAL SUPPLIES	\$64.82
REPUBLIC SERVICES	GARBAGE COLLECTION	\$4,573.44
RONKOWSKI KEVIN	OFFICIAL/JUDGE	\$65.00
SADLER POWER TRAIN	TRANSP. PARTS	\$58.32
SANDSTROM STEVE	INSTRUCTIONAL SUPPLIES	\$292.00
SCANTRON	INSTRUCTIONAL SUPPLIES	\$365.41
SCHOOL SPECIALTY INC	INSTRUCTIONAL SUPPLIES	\$990.40
SEIU LOCAL 199	EE LIAB-UNION DUES	\$668.36
SENSORY EDGE	INSTRUCTIONAL SUPPLIES	\$135.94
SOCIAL THINKING	INSTRUCTIONAL SUPPLIES	\$200.38
SPRINGVILLE COMMUNITY SCHOOLS	TUITION IN STATE	\$25,479.00
SPRINGVILLE COMMUNITY SCHOOLS	TUITION OPEN ENROLL	\$671.03
STATE HYGIENIC LABORATORY	CHEMICALS	\$13.00
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$3,250.00
TANGIBLE PLAY, INC	INSTRUCTIONAL SUPPLIES	\$1,622.00
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$1,245.43
TOBII DYNAVOK LLC	INSTRUCTIONAL SUPPLIES	\$399.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$177,506.04
TRI-CITY ELECTRIC COMPANY OF IOWA	TECH REPAIRS	\$882.46
U.S. TOY CO	INSTRUCTIONAL SUPPLIES	\$712.58
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$1,284.25
UNIVERSITY OF IOWA	INSTRUCTIONAL SUPPLIES	\$325.00
UNUM LIFE INS. CO.	ER LIAB-DISTRICT DISABILITY	\$816.31

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VALUE INSPIRED PRODUCTS/SERVICES	GENERAL SUPPLIES	\$545.00
VALUE INSPIRED PRODUCTS/SERVICES	MAINTENANCE SUPPLIES	\$425.00
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$61,796.66
WALMART	INSTRUCTIONAL SUPPLIES	\$833.06
WILKINS PTO	MISC REVENUE	\$100.00
WILSON WILLIAM	OFFICIAL/JUDGE	\$65.00
WINDSTREAM	TELEPHONE	\$788.84

Fund Total: \$5,873,861.26

Fund: LOCAL OPT SALES TAX

TRI-CITY ELECTRIC COMPANY OF IOWA	COMP/TECH HARDWARE	\$23,375.00
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Fund Total: \$23,375.00

Fund: NUTRITION SERVICES

A & P FOOD EQUIPMENT	EQUIPMENT REPAIR	\$268.65
BAXTER ALICIA	UNEARNED REVENUE	\$50.00
COLLINS CHRIS	UNEARNED REVENUE	\$27.40
DEVIEU JOSEPH	UNEARNED REVENUE	\$156.65
DRAEGER ERIC	UNEARNED REVENUE	\$9.35
DREY CHERYL	UNEARNED REVENUE	\$16.20
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$35,104.20
GOODWIN TUCKER GROUP	EQUIPMENT REPAIR	\$493.72
HUMITECH OF IOWA INC	REPAIR/MAINT SERVICE	\$40.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$678.72
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$2,902.02
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$678.72
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$2,902.02
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$2,434.26
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$7,334.61
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$11,008.02
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$140.00
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$198.58
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$125.92
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$16,250.77
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$528.30
PRASATH THIRUKONDA	UNEARNED REVENUE	\$8.91
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$651.70
SCHOOL NUTRITION ASSOCIATION	DUES AND FEES	\$40.50
SEIU LOCAL 199	EE LIAB-UNION DUES	\$32.82
SHEETZ TERA	UNEARNED REVENUE	\$59.50
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$64.20
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$1,356.85
U.S. DEPARTMENT OF TREASURY--FMS	EE LIAB-GARNISHMENTS	\$132.69
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$780.00

Fund Total: \$84,475.28

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Fund: PHY PLANT & EQ LEVY		
APPLEBY & HORN	CONSTRUCTION SERV	\$966.00
COMMUSA	EQUIPMENT >\$1999	\$2,423.00
DRYSPACE INC	CONSTRUCTION SERV	\$17,653.00
IOWA FIRE PROTECTION	CONSTRUCTION SERV	\$2,070.00
LARSON CONSTRUCTION COMPANY, INC	CONSTRUCTION SERV	\$32,204.27
OPN ARCHITECTS, INC.	ARCHITECT	\$7,095.00
VALUE INSPIRED PRODUCTS/SERVICES	BLDG. CONST SUPPLIES	\$1,300.00
Fund Total:		\$63,711.27
Fund: PUB ED & REC LEVY		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,567.81
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$30.57
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$130.67
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$30.57
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$130.67
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$161.54
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$147.92
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$221.99
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$2.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$7.28
METRO INTERAGENCY INS PROG.	EE LIAB-DENTAL INSURANCE	\$23.61
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$429.50
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	\$19.09
MIRACLE RECREATION EQUIPMENT	GROUNDS UPKEEP	\$1,005.43
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$86.66
Fund Total:		\$3,995.81
Fund: STUDENT ACTIVITY		
AERO RENTAL INC	INSTRUCTIONAL SUPPLIES	\$504.00
AKERS KYLE	OFFICIAL/JUDGE	\$52.50
AMERICAN SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$2,008.55
AQUATIC SOLUTIONS, LLC	INSTRUCTIONAL SUPPLIES	\$2,403.64
ARCHIBALD JENNIFER	INSTRUCTIONAL SUPPLIES	\$100.00
B & H PHOTO	INSTRUCTIONAL SUPPLIES	\$325.00
BADER MATTHEW	OFFICIAL/JUDGE	\$69.20
BAKER DAVID	OFFICIAL/JUDGE	\$100.00
BARRETT SAM	OFFICIAL/JUDGE	\$110.00
BEATTY CHERYL	INSTRUCTIONAL SUPPLIES	\$100.00
BEATTY MATTHEW	INSTRUCTIONAL SUPPLIES	\$100.00
BELTZ WYATT	INSTRUCTIONAL SUPPLIES	\$100.00
BMO MASTERCARD	INSTRUCTIONAL SUPPLIES	\$31,340.71
BMO MASTERCARD	TRAVEL	\$214.04
BOEDING ELLE	INSTRUCTIONAL SUPPLIES	\$100.00
BOWERS ALYSSA	INSTRUCTIONAL SUPPLIES	\$100.00
BRANDT BLAKE	OFFICIAL/JUDGE	\$57.50
BRASHAW TIMOTHY	OFFICIAL/JUDGE	\$52.50

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BRENNEMAN KATHRYN	INSTRUCTIONAL SUPPLIES	\$100.00
BROWN JAMES	INSTRUCTIONAL SUPPLIES	\$100.00
BURKLE CORY	OFFICIAL/JUDGE	\$320.00
CEDAR GRAPHICS INC	INSTRUCTIONAL SUPPLIES	\$557.29
CEDAR RAPIDS WASHINGTON HIGH SCHOOL	DUES AND FEES	\$50.00
CHURCHMAN LANDIN	INSTRUCTIONAL SUPPLIES	\$900.00
CLINTON COMM. SCHOOL DISTRICT	DUES AND FEES	\$125.00
COOPER STEPHEN	OFFICIAL/JUDGE	\$60.00
COUNTRYMAN NATHANIEL	INSTRUCTIONAL SUPPLIES	\$100.00
CRAWFORD SARAH	INSTRUCTIONAL SUPPLIES	\$100.00
CZERWIEC II MICHAEL	INSTRUCTIONAL SUPPLIES	\$100.00
DANIEL GRAWE	OFFICIAL/JUDGE	\$175.00
DECKER SPORTING GOODS	INSTRUCTIONAL SUPPLIES	\$819.00
DEERBERG LOIS	INSTRUCTIONAL SUPPLIES	\$100.00
DONNER, MATTHEW	OFFICIAL/JUDGE	\$250.00
DUFFY JOEL	OFFICIAL/JUDGE	\$147.50
ECIVOA	DUES AND FEES	\$55.00
ECIVOA	INSTRUCTIONAL SUPPLIES	\$25.00
ELSE DINA	INSTRUCTIONAL SUPPLIES	\$250.00
EMRICH JEFFREY	INSTRUCTIONAL SUPPLIES	\$100.00
FALDUTO SHARON	INSTRUCTIONAL SUPPLIES	\$100.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$4,069.09
FASSE-SHAW MARY	INSTRUCTIONAL SUPPLIES	\$100.00
FELICIANO ALFELINO	INSTRUCTIONAL SUPPLIES	\$100.00
FIELD ERIC	INSTRUCTIONAL SUPPLIES	\$100.00
FIRST	DUES AND FEES	\$4,000.00
FLOOD KEVIN	OFFICIAL/JUDGE	\$55.00
FRY KEVIN	INSTRUCTIONAL SUPPLIES	\$59.00
FUHRMANN KRISTIN	INSTRUCTIONAL SUPPLIES	\$100.00
FULLER, TRAVIS	OFFICIAL/JUDGE	\$52.50
FUSON CAROLYN	INSTRUCTIONAL SUPPLIES	\$100.00
GAIL MCINNIS PRODUCTIONS	INSTRUCTIONAL SUPPLIES	\$7,754.46
GARRETT HEATHER	INSTRUCTIONAL SUPPLIES	\$100.00
GIRDNER JOEL	OFFICIAL/JUDGE	\$105.00
GODAR MEREDITH	INSTRUCTIONAL SUPPLIES	\$100.00
GRANGER NORM	OFFICIAL/JUDGE	\$145.00
GRAYBILL COMMUNICATIONS	INSTRUCTIONAL SUPPLIES	\$300.00
HALLS PHOTO	INSTRUCTIONAL SUPPLIES	\$180.00
HANSEN PEGGY	OFFICIAL/JUDGE	\$150.00
HARTMAN KAREN	INSTRUCTIONAL SUPPLIES	\$100.00
HASELHUHN CALEB	INSTRUCTIONAL SUPPLIES	\$100.00
HEISLER CHANDLER	OFFICIAL/JUDGE	\$60.00
HEISLER DOUG	OFFICIAL/JUDGE	\$60.00
HELMICH DANIELLE	INSTRUCTIONAL SUPPLIES	\$100.00
HEYING KENNETH	OFFICIAL/JUDGE	\$120.00

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HINTON CLIFF	OFFICIAL/JUDGE	\$95.00
HOEGERL SHAREE	INSTRUCTIONAL SUPPLIES	\$100.00
HOFFMANN GWEN	INSTRUCTIONAL SUPPLIES	\$100.00
HOFFMANN ROBERT	INSTRUCTIONAL SUPPLIES	\$100.00
HOSA-FUTURE HEALTH PROFESSIONALS	INSTRUCTIONAL SUPPLIES	\$408.00
HOYE SHELLEY	INSTRUCTIONAL SUPPLIES	\$100.00
HOYT BOB	OFFICIAL/JUDGE	\$50.00
HULL DENNIS	INSTRUCTIONAL SUPPLIES	\$100.00
HURT ROSANN	INSTRUCTIONAL SUPPLIES	\$100.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$71.88
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$307.25
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$71.88
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$307.25
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$180.11
IOWA HIGH SCHOOL ATHLETIC ASSOC	INSTRUCTIONAL SUPPLIES	\$240.00
IOWA HIGH SCHOOL SPEECH ASSOC	INSTRUCTIONAL SUPPLIES	\$303.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$217.92
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$327.03
IOWA SPORTS SUPPLY	INSTRUCTIONAL SUPPLIES	\$900.00
JANTZEN EMILY	INSTRUCTIONAL SUPPLIES	\$100.00
JASCHEN JON	OFFICIAL/JUDGE	\$100.00
JESINA MELISSA	INSTRUCTIONAL SUPPLIES	\$100.00
JOHANNIS ELLEN	INSTRUCTIONAL SUPPLIES	\$100.00
JORDAN MAKINSTER	INSTRUCTIONAL SUPPLIES	\$100.00
KEEL JOHN W	OFFICIAL/JUDGE	\$175.00
KEELY JULIE	INSTRUCTIONAL SUPPLIES	\$100.00
KEELY SARAH	INSTRUCTIONAL SUPPLIES	\$100.00
KERR MARTIN	OFFICIAL/JUDGE	\$75.00
KETTEL HOUSE BAKERY	INSTRUCTIONAL SUPPLIES	\$171.30
KIWALA JIM	OFFICIAL/JUDGE	\$110.00
KLINK CHARLES	INSTRUCTIONAL SUPPLIES	\$100.00
KLOSTERMANN KEVIN	OFFICIAL/JUDGE	\$75.00
KNIPPER TERRI	INSTRUCTIONAL SUPPLIES	\$100.00
KOOLBECK, JEFF	OFFICIAL/JUDGE	\$55.00
KROGMAN ROBIN	INSTRUCTIONAL SUPPLIES	\$100.00
LAMPHIER DIANA	INSTRUCTIONAL SUPPLIES	\$100.00
LEHMAN BETHANY	INSTRUCTIONAL SUPPLIES	\$100.00
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$780.60
LONG HEATH	INSTRUCTIONAL SUPPLIES	\$100.00
LONG RANDY	OFFICIAL/JUDGE	\$57.50
LOONEY TIMOTHY	INSTRUCTIONAL SUPPLIES	\$100.00
LOONEY, ANGELA	INSTRUCTIONAL SUPPLIES	\$100.00
LUECK LEON	INSTRUCTIONAL SUPPLIES	\$100.00
MANTERNACH HAILEY	INSTRUCTIONAL SUPPLIES	\$100.00
MATTHIAS MAXIMILIAN	OFFICIAL/JUDGE	\$52.50

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MCMASTER-CARR	INSTRUCTIONAL SUPPLIES	\$61.21
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$1,817.85
MH ADVERTISING SPECIALTIES	INSTRUCTIONAL SUPPLIES	\$887.00
MIDDLETOWN PRODUCTIONS	INSTRUCTIONAL SUPPLIES	\$6,300.00
MILLER MATHEW	OFFICIAL/JUDGE	\$57.50
NBBA	MISC REVENUE	\$140.00
NIMMERS LAURENCE	OFFICIAL/JUDGE	\$75.00
OAKES CODY	OFFICIAL/JUDGE	\$52.50
OBERBROECKLING MARY JEAN	INSTRUCTIONAL SUPPLIES	\$100.00
OLIVER LAURA	INSTRUCTIONAL SUPPLIES	\$100.00
OLIVER MEGAN	INSTRUCTIONAL SUPPLIES	\$100.00
PACKINGHAM JIM	OFFICIAL/JUDGE	\$60.00
PANTINI ANDY	OFFICIAL/JUDGE	\$50.00
PARLOR CITY ICE CREAM	INSTRUCTIONAL SUPPLIES	\$1,410.00
PEITZ MICHAEL	INSTRUCTIONAL SUPPLIES	\$100.00
PEPSI-COLA	INSTRUCTIONAL SUPPLIES	\$1,809.75
PERKINS	INSTRUCTIONAL SUPPLIES	\$485.70
PETERSON MARGARET	INSTRUCTIONAL SUPPLIES	\$100.00
PETKEWEC MICHAEL	INSTRUCTIONAL SUPPLIES	\$100.00
RABEY TODD	OFFICIAL/JUDGE	\$60.00
RECKER CHAD	OFFICIAL/JUDGE	\$150.00
ROMER CLAY	OFFICIAL/JUDGE	\$118.00
RONKOWSKI KEVIN	OFFICIAL/JUDGE	\$127.50
ROUSE DANIEL	INSTRUCTIONAL SUPPLIES	\$100.00
SCHANBACHER ANDREW	INSTRUCTIONAL SUPPLIES	\$100.00
SCHRADER NATALIE	INSTRUCTIONAL SUPPLIES	\$100.00
SCOTT DEANNA	INSTRUCTIONAL SUPPLIES	\$443.00
SHANLEY STEVE	INSTRUCTIONAL SUPPLIES	\$2,450.00
SHEFFIELD POTTERY, INC	INSTRUCTIONAL SUPPLIES	\$8,533.00
SLOAT DARIEN	INSTRUCTIONAL SUPPLIES	\$100.00
SLOAT ROBERTA	INSTRUCTIONAL SUPPLIES	\$100.00
SMITH ROBERT JR.	OFFICIAL/JUDGE	\$95.00
SOCCER.COM	INSTRUCTIONAL SUPPLIES	\$880.24
SPECIAL OLYMPICS IOWA INC	INSTRUCTIONAL SUPPLIES	\$416.75
STAMY DAVID	OFFICIAL/JUDGE	\$117.50
STEGER KELSEY	INSTRUCTIONAL SUPPLIES	\$100.00
STONEWALL MICKI	INSTRUCTIONAL SUPPLIES	\$100.00
STUCKER COURTNEY	INSTRUCTIONAL SUPPLIES	\$100.00
SUBWAY	INSTRUCTIONAL SUPPLIES	\$95.36
SWANSON JACK	INSTRUCTIONAL SUPPLIES	\$100.00
TAKE THE CAKE GOURMET CUPCAKES	INSTRUCTIONAL SUPPLIES	\$747.50
TAKES ABIGAIL	INSTRUCTIONAL SUPPLIES	\$100.00
THOMAS LINSEY	INSTRUCTIONAL SUPPLIES	\$100.00
THOMPSON JOHN	INSTRUCTIONAL SUPPLIES	\$100.00
TRACKWRESTLING	INSTRUCTIONAL SUPPLIES	\$76.88

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 01/19/2018 - 02/01/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$122.19
TURNER TERRY	OFFICIAL/JUDGE	\$155.00
VAN ARSDALE STACEY	OFFICIAL/JUDGE	\$95.00
WADDLE JACOB D.	OFFICIAL/JUDGE	\$60.00
WAGEL ASHLEY	INSTRUCTIONAL SUPPLIES	\$100.00
WAGNER, STEVEN	OFFICIAL/JUDGE	\$110.00
WALMART	INSTRUCTIONAL SUPPLIES	\$146.74
WALZ MATTHEW	INSTRUCTIONAL SUPPLIES	\$100.00
WARD STACEY	INSTRUCTIONAL SUPPLIES	\$100.00
WEST HIGH SCHOOL	DUES AND FEES	\$120.00
WILLIAMSON ROB	OFFICIAL/JUDGE	\$110.00
WISE STEVE	OFFICIAL/JUDGE	\$110.00
YANECEK DOUG	OFFICIAL/JUDGE	\$100.00
ZIO JOHNNO'S	INSTRUCTIONAL SUPPLIES	\$3,014.50
ZMOLEK GARY	INSTRUCTIONAL SUPPLIES	\$100.00

Fund Total: \$101,673.37

Fund: Student Store

BMO MASTERCARD	GENERAL SUPPLIES	\$127.40
BRANDED CUSTOM SPORTSWEAR, INC	GENERAL SUPPLIES	\$1,742.85
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$98.00

Fund Total: \$1,968.25

Grand Total: \$6,161,490.51

End of Report

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
Fund: Aquatic Center		
DES MOINES SWIMMING FEDERATION	TRAVEL	\$141.71
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,278.07
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$22.60
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$96.65
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$22.60
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$96.65
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$47.98
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$22.61
Fund Total:		\$1,728.87
Fund: DEBT SERVICE		
PIPER JAFFRAY INC	OTHER PROFESSIONAL	\$2,250.00
Fund Total:		\$2,250.00
Fund: GENERAL		
ABS ACTIVITY BASED SUPPLIES	INSTRUCTIONAL SUPPLIES	\$923.15
ADAPTIVATION INCORPORATED	INSTRUCTIONAL SUPPLIES	\$357.00
ADVANCE AUTO PARTS	TRANSP. PARTS	\$484.51
ADVANTAGE	GENERAL SUPPLIES	\$118.34
AGVANTAGE FS	GASOLINE	\$4,158.44
AIRGAS NORTH CENTRAL	INSTRUCTIONAL SUPPLIES	\$116.45
AKERS KYLE	OFFICIAL/JUDGE	\$57.00
ANDERSON, JT	TRAVEL	\$97.50
APPLE COMPUTER INC	INSTRUCTIONAL SUPPLIES	\$2,990.00
ARNOLD MOTOR SUPPLY	MAINTENANCE SUPPLIES	\$293.75
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$260.62
ASSETWORKS INC.	DATA PROCESSING AND	\$1,800.00
ATLANTIC COCA-COLA	INSTRUCTIONAL SUPPLIES	\$567.24
BARANOWSKI BRIANNA	TRAVEL	\$83.97
BARNES & NOBLE	GENERAL SUPPLIES	\$52.95
BAUER BUILT	TIRES AND TUBES	\$355.05
BROWN & SAENGER	INSTRUCTIONAL SUPPLIES	\$22.08
BURDT SAM	OFFICIAL/JUDGE	\$65.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$305.00
CALCARA MARILYN	TRAVEL	\$19.70
CAM COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$16,087.68
CAMPBELL SUPPLY	MAINTENANCE SUPPLIES	\$193.66
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$9,916.52
CAROLINA BIOLOGICAL SUPPLY	INSTRUCTIONAL SUPPLIES	\$18.97
CEDAR RAPIDS COMM SCH DIST	Purchased Service from LEA	\$30,791.66
CENTRAL PROGRAMS, INC	LIBRARY BOOKS	\$570.00
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$541.79
CENTURYLINK	TELEPHONE	\$1,133.49
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$458.97
CITY LAUNDERING COMPANY	INSTRUCTIONAL SUPPLIES	\$1,561.68
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$118.15

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
COLLECTION	EE LIAB-GARNISHMENTS	\$534.10
COLLEGE COMMUNITY SCHOOLS	INSTRUCTIONAL SUPPLIES	\$144.00
COLTON KRISTI	TRAVEL	\$28.78
COOKSLEY DAWN	TRAVEL	\$21.92
CR/LC SOLID WASTE AGENCY	GARBAGE COLLECTION	\$276.88
CRESCENT ELECTRIC	MAINTENANCE SUPPLIES	\$522.72
CULLIGAN	GENERAL SUPPLIES	\$734.00
D.B. ACOUSTICS INC	REPAIR/MAINT SERVICE	\$255.00
DAFIT-NESS LLC	OTHER PROFESSIONAL	\$400.00
DECKER EQUIPMENT	INSTRUCTIONAL SUPPLIES	\$647.58
DENNIS COMPANY	REPAIR PARTS	\$182.38
DEVRIES TAMARA	TRAVEL	\$13.73
DOMINO'S PIZZA-4358	INSTRUCTIONAL SUPPLIES	\$68.85
EMS DETERGENT SERVICES	INSTRUCTIONAL SUPPLIES	\$100.00
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$145.80
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$378,196.58
FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS	\$269.29
FONTENOT JOSEPH	OFFICIAL/JUDGE	\$75.00
FUTURE LINE	MAINTENANCE SUPPLIES	\$96.00
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$623.76
GILCREST/JEWETT	INSTRUCTIONAL SUPPLIES	\$39.51
GIRDNER JOEL	OFFICIAL/JUDGE	\$65.00
GOPHER PERFORMANCE	INSTRUCTIONAL SUPPLIES	\$1,394.19
GRAINGER	MAINTENANCE SUPPLIES	\$413.15
GRIGGS MUSIC INC	INSTRUCTIONAL SUPPLIES	\$178.00
HALVERSON GINGER	TRAVEL	\$56.71
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$28,089.60
HAYES ELIZABETH	TRAVEL	\$65.21
HEARTLAND HOME CARE, INC	PROF SERV: EDUCATION	\$8,641.25
HEIDELBAUER CHRISTOPHER	OFFICIAL/JUDGE	\$57.00
HICKS KRISTI	TRAVEL	\$56.24
HOGLUND BUS CO. INC	TRANSP. PARTS	\$394.94
IMON COMMUNICATIONS LLC	TELEPHONE	\$7,143.27
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$7,228.51
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$30,908.49
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$7,228.51
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$30,908.49
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$24,156.51
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$95.95
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$77,794.14
ISFIS	OTHER PROFESSIONAL	\$250.00
IXL LEARNING INC	INSTRUCTIONAL SUPPLIES	\$378.00
JUICEBOX INTERACTIVE	GENERAL SOFTWARE	\$337.50
JUICEBOX INTERACTIVE	OTHER TECH SER	\$3,960.00
JUNIOR LIBRARY GUILD	LIBRARY BOOKS	\$85.60

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
KIRKWOOD COMM COLLEGE	TUITION-COMM COLLEGE	\$1,652.40
KOENEN KARLA	TRAVEL	\$24.30
LAKESHORE	INSTRUCTIONAL SUPPLIES	\$723.80
LASER RESOURCES, LLC	GENERAL SUPPLIES	\$126.00
LASER RESOURCES, LLC	INSTRUCTIONAL SUPPLIES	\$45.00
LINN COUNTY REC	ELECTRICITY	\$25,734.56
LINN-MAR NUTRITION SERVICES	INSTRUCTIONAL SUPPLIES	\$47.00
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$105.88
MAKERGEAR	EQUIPMENT >\$1999	\$1,825.00
MARION INDEPENDENT SCHOOLS	INSTRUCTIONAL SUPPLIES	\$14,409.14
MARION IRON CO.	MAINTENANCE SUPPLIES	\$28.80
MARION JANITORIAL SUPPLY CO	GENERAL SUPPLIES	\$47.41
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$615.52
MARION TIMES	ADVERTISING	\$458.79
MARION WATER DEPT	WATER/SEWER	\$4,366.79
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$46.35
MERCYCARE COMMUNITY PHYSICIANS	PHYSICALS	\$640.00
MID-WEST 3D SOLUTIONS, LLC	INSTRUCTIONAL SUPPLIES	\$280.00
MIDWAY OUTDOOR EQUIPMENT INC	MAINTENANCE SUPPLIES	\$493.73
MIDWEST PBIS NETWORK	DUES AND FEES	\$295.00
MIDWEST WHEEL	TRANSP. PARTS	\$218.48
MIXEMONG CHRISTINA	PROF SERV: EDUCATION	\$264.00
MORRISON ANGIE	TRAVEL	\$189.15
MORRISON DALE	OFFICIAL/JUDGE	\$65.00
MT.VERNON COMM.SCHOOL DIST	TUITION OPEN ENROLL	\$7,344.55
MULLER CATHERINE	TRAVEL	\$42.51
NASCO	INSTRUCTIONAL SUPPLIES	\$164.36
O'BRIEN LYNN	TRAVEL	\$21.49
OFFICE EXPRESS	GENERAL SUPPLIES	\$88.61
OFFICE EXPRESS	INSTRUCTIONAL SUPPLIES	\$975.42
ORKIN PEST CONTROL	Pest Control	\$290.00
PAPA JOHNS PIZZA	INSTRUCTIONAL SUPPLIES	\$180.65
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$1,207.02
PFEIL NAOMI	INSTRUCTIONAL SUPPLIES	\$810.00
PFEIL, ANGELA	TRAVEL	\$47.58
PHELPS AMY	Professional Educational Services	\$297.00
PIZZA RANCH	INSTRUCTIONAL SUPPLIES	\$35.98
PLUMBERS SUPPLY COMPANY	HEAT/PLUMBING SUPPLY	\$560.58
POOL TECH, A WGHK INC, COMPANY	CHEMICALS	\$2,886.85
PUSH-PEDAL-PULL	INSTRUCTIONAL SUPPLIES	\$164.85
PYRAMID SCHOOL PRODUCTS	INSTRUCTIONAL SUPPLIES	\$114.84
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$193.78
QUINTIN SHEPHERD	TRAVEL	\$20.28
R&B AQUATIC DISTRIBUTION	INSTRUCTIONAL SUPPLIES	\$959.44
RAUSCH ERICA	TRAVEL	\$28.86

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
RECOVER HEALTH	PROF SERV: EDUCATION	\$7,655.20
REINHART INSTITUTIONAL FOODS INC	INSTRUCTIONAL SUPPLIES	\$583.36
REPUBLIC SERVICES	GARBAGE COLLECTION	\$4,854.98
REXCO EQUIPMENT	REPAIR PARTS	\$403.99
ROCHESTER ARMORED CAR CO INC	GENERAL SUPPLIES	\$565.76
RONKOWSKI KEVIN	OFFICIAL/JUDGE	\$65.00
ROTO-ROOTER	GENERAL SUPPLIES	\$700.00
ROYAL IMAGING SUPPLIES	GENERAL SUPPLIES	\$148.00
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$127.20
RYAN KEVIN	TRAVEL	\$4.99
SAM'S CLUB	INSTRUCTIONAL SUPPLIES	\$654.57
SANDSTROM STEVE	INSTRUCTIONAL SUPPLIES	\$438.00
SCANTRON	INSTRUCTIONAL SUPPLIES	\$135.76
SCHIMBERG	MAINTENANCE SUPPLIES	\$118.95
SCHOOL ADMINISTRATORS OF IOWA	STAFF WORKSH/CONF	\$110.00
SCHOOL BUS SALES	TRANSP. PARTS	\$1,372.61
SCHULTZ STRINGS INC	INSTRUCTIONAL SUPPLIES	\$197.50
STAGERIGHT	REPAIR/MAINT SERVICE	\$2,500.00
STANDARD BEARINGS	MAINTENANCE SUPPLIES	\$405.34
STRAND ANNA	TRAVEL	\$28.70
TEXTBOOK WAREHOUSE	INSTRUCTIONAL SUPPLIES	\$127.80
THE MARKERBOARD PEOPLE	INSTRUCTIONAL SUPPLIES	\$27.95
THUL DAVID	OFFICIAL/JUDGE	\$57.00
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$6,574.33
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$15,959.29
TURNER TERRY	OFFICIAL/JUDGE	\$114.00
U.S. CELLULAR	TELEPHONE	\$838.95
VAN METER CO	MAINTENANCE SUPPLIES	\$2,233.18
WADE CADENHEAD	OFFICIAL/JUDGE	\$57.00
WATTS ERIN	TRAVEL	\$230.10
WENDLING QUARRIES	GROUNDS UPKEEP	\$160.16
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$2,600.52
WICKS AIRCRAFT SUPPLY COMPANY	INSTRUCTIONAL SUPPLIES	\$110.00
ZIMMERMAN JESSICA	TRAVEL	\$27.30

Fund Total: \$807,106.70

Fund: NUTRITION SERVICES

ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$20,510.06
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$1,063.37
COLLECTION	EE LIAB-GARNISHMENTS	\$182.00
EARTHGRAINS	PURCHASE FOOD	\$4,521.52
EMS DETERGENT SERVICES	GENERAL SUPPLIES	\$3,345.27
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$45,623.41
GOODWIN TUCKER GROUP	EQUIPMENT REPAIR	\$191.05
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$896.33
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$3,832.63

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$896.33
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$3,832.63
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$3,503.65
KACENA GARY	UNEARNED REVENUE	\$100.00
KECK, INC.	PURCHASE FOOD	\$10,844.40
REINHART INSTITUTIONAL FOODS INC	GENERAL SUPPLIES	\$107.52
REINHART INSTITUTIONAL FOODS INC	PAPER PRODUCT SUPPLY	\$8,525.08
REINHART INSTITUTIONAL FOODS INC	PURCHASE FOOD	\$127,071.04
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$1,954.32
Fund Total:		\$237,000.61
Fund: PHY PLANT & EQ LEVY		
IOWA FIRE PROTECTION	CONSTRUCTION SERV	\$800.00
JOHNSON CONTROLS	BLDG. CONST SUPPLIES	\$366.00
MENARDS -13127	BLDG. CONST SUPPLIES	\$3,069.72
PLUMBERS SUPPLY COMPANY	BLDG. CONST SUPPLIES	\$857.50
Fund Total:		\$5,093.22
Fund: STUDENT ACTIVITY		
AATF	INSTRUCTIONAL SUPPLIES	\$245.00
ANDYMARK, INC	INSTRUCTIONAL SUPPLIES	\$52.43
B & H PHOTO	INSTRUCTIONAL SUPPLIES	\$396.00
BO HUNK BBQ	INSTRUCTIONAL SUPPLIES	\$407.25
BOOSTER CLUB	INSTRUCTIONAL SUPPLIES	\$928.18
BRASHAW TIMOTHY	OFFICIAL/JUDGE	\$60.00
BROWN DAVID	TRAVEL	\$124.02
BSN SPORTS	INSTRUCTIONAL SUPPLIES	\$144.96
CONNOLLY, WILLIAM	OFFICIAL/JUDGE	\$52.50
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$317.79
D.B. ACOUSTICS INC	INSTRUCTIONAL SUPPLIES	\$560.00
DUFFY JOEL	OFFICIAL/JUDGE	\$105.00
DYRLAND DANIEL	OFFICIAL/JUDGE	\$95.00
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$3.99
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$236.48
FASTENAL COMPANY	INSTRUCTIONAL SUPPLIES	\$19.59
FERRIS KEVIN	OFFICIAL/JUDGE	\$95.00
FLINN SCIENTIFIC	INSTRUCTIONAL SUPPLIES	\$106.50
FOIZEY SCOTT	INSTRUCTIONAL SUPPLIES	\$500.00
GARMENT DESIGN	INSTRUCTIONAL SUPPLIES	\$202.50
HANSEN PEGGY	OFFICIAL/JUDGE	\$150.00
HEYING KENNETH	OFFICIAL/JUDGE	\$52.50
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$3.84
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$16.43
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$3.84
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$16.43
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$7.30
IOWA FFA ALUMNI ASSOCIATION	DUES AND FEES	\$50.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
IOWA FFA ASSOCIATION	DUES AND FEES	\$120.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	INSTRUCTIONAL SUPPLIES	\$280.00
IOWA HIGH SCHOOL SPEECH ASSOC	INSTRUCTIONAL SUPPLIES	\$374.00
JOHNSTON COMMUNITY SCHOOL DIST	DUES AND FEES	\$80.00
KING DOUG	OFFICIAL/JUDGE	\$60.00
KOLLEGE TOWN SPORTS	INSTRUCTIONAL SUPPLIES	\$205.24
LAW DAVID	OFFICIAL/JUDGE	\$60.00
LETTER PERFECT	INSTRUCTIONAL SUPPLIES	\$173.40
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$573.89
LUENSE BRET	OFFICIAL/JUDGE	\$60.00
MAMA JOY FOODS, LLC	INSTRUCTIONAL SUPPLIES	\$72.25
MCDOWELL STEVE	OFFICIAL/JUDGE	\$95.00
MID-WEST 3D SOLUTIONS, LLC	INSTRUCTIONAL SUPPLIES	\$150.00
MORRISON DALE	OFFICIAL/JUDGE	\$57.50
MORROW JONATHAN	OFFICIAL/JUDGE	\$95.00
MUSIC THEATRE INTERNATIONAL	INSTRUCTIONAL SUPPLIES	\$5,420.38
NATIONAL FFA ORGANIZATION	INSTRUCTIONAL SUPPLIES	\$41.90
NEFF MIKE	OFFICIAL/JUDGE	\$138.70
NPC International/Pizza Hut	INSTRUCTIONAL SUPPLIES	\$667.99
PANTINI ANDY	OFFICIAL/JUDGE	\$75.00
PARLIAMENTARY PROCEDURE IMC	INSTRUCTIONAL SUPPLIES	\$422.00
PARLOR CITY ICE CREAM	INSTRUCTIONAL SUPPLIES	\$763.75
PEPSI-COLA	INSTRUCTIONAL SUPPLIES	\$1,154.75
PHELPS AMY	INSTRUCTIONAL SUPPLIES	\$346.50
PRESENTATIONS INC	DUES AND FEES	\$10.00
PRESENTATIONS INC	INSTRUCTIONAL SUPPLIES	\$3,515.00
PYCHE JOHN	OFFICIAL/JUDGE	\$95.00
RIPLEY RICHARD	OFFICIAL/JUDGE	\$95.00
ROUSE JOSHUA	INSTRUCTIONAL SUPPLIES	\$100.00
SCHORER THOMAS	OFFICIAL/JUDGE	\$95.00
SESKER KENT	OFFICIAL/JUDGE	\$110.00
SIX FIFTEEN PHOTOGRAPHY	INSTRUCTIONAL SUPPLIES	\$125.00
SOCCER.COM	INSTRUCTIONAL SUPPLIES	\$50.00
STAMPHILL ZACHARY	OFFICIAL/JUDGE	\$95.00
STORM STEEL	INSTRUCTIONAL SUPPLIES	\$95.30
SUBWAY	INSTRUCTIONAL SUPPLIES	\$283.41
THUL DAVID	OFFICIAL/JUDGE	\$52.50
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$6.47
ULTIMATE ENTERTAINMENT	INSTRUCTIONAL SUPPLIES	\$445.00
UMLAND DON	OFFICIAL/JUDGE	\$138.70
VAN HOECK RON	OFFICIAL/JUDGE	\$57.50
WIELAND CHET	OFFICIAL/JUDGE	\$111.77
ZIO JOHNNO'S	INSTRUCTIONAL SUPPLIES	\$210.00

Fund Total: \$22,130.43

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 02/02/2018 - 02/15/2018

Fiscal Year: 2017-2018

Vendor Name	Description	Check Total
Fund: Student Store		
SOURCE ONE LOGOS	GENERAL SUPPLIES	\$1,797.60
SPIRIT PRODUCTS LTD	GENERAL SUPPLIES	\$801.75
Fund Total:		\$2,599.35
Grand Total:		\$1,077,909.18

End of Report



TREBRON
COMPANY INC.

www.trebron.com

securly://

Date: December 8th, 2017

Buyer: Linn-Mar Community School District

Trebron Account Executive: Eric Peters

Trebron Company, Inc.

5506 35th Ave. N.E.
Seattle, WA 98105

Mailing: 2999 N. Tenth Street

Telephone:

206-527-3477 Corporate

Address: Marion, IA 52302

Telephone:

800-499-3079 Toll Free

Email:

epeters@trebron.com

Purchase Agreement

The Parties hereto, "Buyer," Linn-Mar Community School District and "Seller," Trebron Company, Inc. hereby agree as follows:

- Description:** Buyer agrees to purchase from Seller, "Product" as listed in the table below for \$74,800.00 (Seventy-Four Thousand Eight Hundred United States Dollars and 00/100), plus applicable shipping costs and sales tax, unless Buyer is exempt from the payment of such tax and provides Seller with evidence of such exemption.

Qty (Users)	Included Components	Term (Months)	Total Price (\$USD)
8,500	Securly Anywhere Filtering	36	\$74,800.00

- Payment:** To be made to Seller in three annual installments of \$24,933.33 each. The first payment is due on or before March 31st, 2018. The second payment is due on or before March 31st, 2019. The third and final payment is due on or before March 31st, 2020. Payment Terms are net thirty (30) days from date of invoice. All payments shall be by check made payable to Trebron Company, Inc. at the address listed above.
- Term:** Buyer's license for the product expires approximately 12/31/2021 (36 months).
- Representations:** Buyer understands that Seller is a reseller of hardware and software products. Buyer acknowledges that it has not relied on any representations by Seller and has independently investigated the products and determined the suitability of the products for Buyer's intended purposes.
- Warranty:** Seller shall pass through to Buyer any original manufacturers' warranties for Product acquired by Seller for Buyer, including Licensor's warranties for Product. Except for the foregoing, Seller shall deliver the Product "as is" and Seller makes no other warranty, express or implied, including any warranty of merchantability or fitness for a particular purpose.
- Limitation of Liability:** Under no circumstances will Seller be liable for any incidental, indirect, special or consequential damages from Buyer or any third party, including damages for lost revenue, profits, data or use, even if Seller has been advised of the possibility of such damages. In no event shall Seller's entire liability under this agreement exceed the price of the products under this Agreement.
- Indemnification:** Buyer shall defend, indemnify and hold harmless Seller, its employees and its agents from and against all damages, claims and liabilities of every nature whatsoever, including but not limited to reasonable legal expenses, arising in connection with or out of the improper or unauthorized operation use or repair of the products furnished to Buyer.
- Late Fees:** Late payments shall accrue interest beginning from the payment due date at a rate of eighteen percent (18%) per annum or the maximum allowable legal rate whichever is lower. In the event that any payment or amount owed is more than ninety (90) days past due, Seller may declare the entire amount due and owing in addition to accrued fees and costs. Buyer's failure to pay under this agreement may result in termination of Buyer's software license.
- Cancellation:** Once Seller has accepted Buyer's order, Buyer cannot cancel the agreement, in whole or in part, without Seller's express written consent. Such cancellation is conditioned upon Buyer's reimbursement to Seller for all costs incurred by Seller in connection with the order up to the time of cancellation—including, but not limited to Seller's cost for cancellation.
- Attorney's Fees:** In the event any cost or expense, including reasonable attorney's fees ("Costs") are incurred in the enforcement of this Agreement, the prevailing party shall be entitled to reimbursement for all such Costs in addition to damages..

11. **Governing Law:** This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. Venue for any and all actions shall be in the state or federal courts of King County, Washington.
12. **Software:** Buyer will negotiate all software license provisions of Product directly with the Licensor.
13. **Miscellaneous:** This Agreement must be executed on or before 12/30/2017 or it becomes void.
14. **Waiver:** The waiver of any breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach and shall be effective only if presented in writing.
15. **Severability:** If any provision of this Agreement is deemed invalid or unenforceable, all other provisions of this Agreement shall remain in full force and effect.
16. **Entire Agreement:** This Agreement constitutes the entire Agreement of the parties and may not be amended or superseded except in writing with execution by both parties.

**Linn-Mar Community School
District**

Jeri Ramos
IT Director Signature

Business Office Signature - Required

Jeri Ramos
Printed Name

Printed Name

Exec Dir Technology
Title

Title

Date 1-12-18

Date

Must be signed by an authorized representative of Buyer

Trebron Company, Inc.

Billing Information

Do you accept invoices via Email? ☒ **Y** ☐ **N**

Signature

Accounts Payable Contact

Norbert van Dam
Printed Name

Email Address

President
Title

Date

Phone

Linn-Mar Note:

This agreement is in active & in effect only after trial is successfully accepted. This will be complete by March 15, 2018. j

LICENSE AGREEMENT NON-COMMERCIAL

This license agreement ("Agreement") is made on the Effective Date, as defined in the signature block, by Linn-Mar Community School District, an Iowa school corporation ("Licensor"), and the undersigned ("Licensee").

1. Definitions

- 1.1 "Trademarks" means the word and logo marks depicted in Exhibit A.
- 1.2 "Licensed Product" means products bearing the Trademarks.
- 1.3 "Royalty Rate" means the percentage defined in Exhibit B.
- 1.4 "Net Sales" means Licensee's gross invoice amount billed to customers of Licensed Products, less discounts and allowances actually shown on the invoice and, further, less any bona fide returns supported by credit memoranda actually issued to the customers. No other costs incurred in the manufacturing, selling, advertising, and distribution of the Licensed Products shall be deducted nor shall any deduction be allowed for any uncollectible accounts or allowances.
- 1.5 "Licensed Market" means the types of products that may be marked with the Trademarks, as defined in Exhibit B.
- 1.6 "Customers" means the people to whom Licensed Products may be sold, as defined in Exhibit B.
- 1.7 "Term" means the period of time, as defined in Exhibit B, starting from the Effective Date.

2. LICENSE

- 2.1 Scope of License. Licensor grants to Licensee a non-exclusive license to make, have made and sell Licensed Products in the Licensed Market throughout the world to Customers. Licensee shall not have the right to sub-license beyond the extent necessary to manufacture the Licensed Products. Licensee shall make no other use of the Trademarks.
- 2.2 Royalty. Licensee shall pay Licensor a royalty equal to the Royalty Rate times Net Sales.
- 2.3 Code of Conduct. The grant of the license to the Licensee is contingent upon Licensee agreeing to and adhering to the Code of Conduct, attached at Exhibit C.

3. LICENSOR'S CONTROL

3.1 In order to protect and preserve Licensor's rights in the Trademarks, Licensee agrees that (i) prior to the first use of the Trademarks by Licensee, Licensee shall obtain Licensor's approval of all aspects of such use, including quality of the Licensed Product; and (ii) once Licensee's use of the Trademarks is initially approved by Licensor, any subsequent modification in such use, including changes in quality of the Licensed Product, must be reviewed and approved by Licensor prior to implementation of such modification. Licensor may terminate this Agreement if Licensee fails to abide by these quality control provisions.

4. USE OF THE TRADEMARK

4.1 Trademark Format. Licensor retains the right to specify, from time to time, the format in which Licensee shall use the Trademarks, and Licensee shall only use the Trademarks in a format approved by Licensor.

4.2 Proper Notice and Acknowledgment. Every use of the Trademark by Licensee shall incorporate a superscript TM or a circle enclosing an R, as directed by Licensor.

4.3 Impairment of Licensor's Rights. Whether during or after the term of this Agreement, Licensee shall not challenge or otherwise impair Licensor's rights in the Trademarks. Licensee shall not apply for the registration of, or cause or allow the filing of an application for the registration of, a tradename, trademark or service mark which is identical to or confusingly similar to any of the Trademarks.

4.4 Licensor's Rights and Remedies. Licensee agrees that Licensor retains, and may exercise, all rights and remedies available to Licensor as a result of Licensee's breach of this Agreement, misuse of the Trademarks, or any other use of the Trademarks by Licensee which is not expressly permitted by this Agreement.

5. TERMINATION

5.1 Termination without Cause. Either party may terminate this Agreement, with or without cause, by delivering written notice of termination to the other party, and, unless a later date is specified in such notice, termination shall be effective thirty (30) days after the date such notice is given.

5.2 Termination for Cause. Notwithstanding the provisions of Section 5.1, this Agreement shall automatically terminate without notice from Licensor if: (i) Licensee violates the Code of Conduct; (ii) Licensee attempts to assign, transfer or otherwise convey, without first obtaining Licensor's written consent, any of the rights granted to Licensee; (iii) Licensee fails to obtain Licensor's approval of Licensee's use of the Trademark in accordance with Section 3 of this Agreement; (iv) Licensee uses the Trademark in a manner in violation of, or otherwise inconsistent with, the restrictions imposed by or in connection with Section 4 of this Agreement; or (v) Licensee uses the

Trademark in a manner not expressly permitted by this Agreement.

5.3 Effect of Termination. All rights granted by this Agreement, shall expire upon termination of this Agreement, and upon termination Licensee shall immediately cease and desist from all further use of the Trademarks, except that Licensee may continue to sell off Licensed Products in its inventory for a period of ninety (90) days.

6. REPORTING AND PAYMENTS

6.1 Licensee shall provide Licensors a report within thirty (30) of the end of each Reporting Period, as defined in Exhibit B. The report shall detail the number of Licensed Products sold, the Net Sales of Licensed Products and royalties due. The report shall be accompanied by payment of the royalties due. If no royalties are due, the report shall so state.

7. MISCELLANEOUS

7.1 Indemnification. Licensee agrees to indemnify and hold harmless Licensors and its board, officers, employees and contractors from any and all claims or allegations for damage or injury to persons or property or for loss of life or limb under any product liability, tort liability or similar cause of action arising out of or in connection with (i) its activities or (ii) the use of Licensed Products by third parties.

7.2 Assignment. Except as permitted, Licensee shall not assign, sublicense, transfer, or otherwise convey Licensee's rights or obligations without Licensors' prior written consent.

7.3 Applicable Law. This Agreement shall be interpreted, construed, and enforced pursuant to, and in accordance with, the laws of the State of Iowa. Parties agree that jurisdiction is proper in the courts of Linn County, Iowa.

7.4 Entire Agreement. This Agreement supersedes all previous agreements, understandings, and arrangements between the parties, whether oral or written, and constitutes the entire agreement between the parties.

7.5 Amendments. This Agreement may not be modified except by an agreement in writing executed by the parties hereto.

7.6 Waivers. The waiver by either party of a breach or other violation of any provision of this Agreement shall not operate as a waiver of any subsequent breach of the same or other provision of this Agreement.

7.7 Notice. All communication to be given under this Agreement shall be in writing and shall be delivered by hand, by facsimile, by registered or certified mail through the United States postal service, or by courier service at the addresses listed below.

7.8 Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original, but all of which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representatives as of the date first set forth above.

Please print (except for your signature) and provide all the information requested.

Licensee: (Non-Commercial)

Full Name of Team/Entity: Linn-Mar Softball
(Example: LM Starz 3rd Gr Girls' BB Team)

Contact's Title/Position: Volunteer
(Example: Head Coach)

Contact's Printed Name: Tavis Rentschler

Contact's Signature: T. Rentschler Date Signed: Jan 22, 2018

How to Reach Contact: Phone: (319) 538-4484

Email: tkmaker2@msn.com

Full Address: 2330 Beryl St.
Marion, IA 52302

Licensors:

Linn-Mar Community School District
2999 N 10th Street, Marion, IA 52302
District Contact: Angie Morrison, Business Manager
Email: amorrison@linnmar.k12.ia.us
Phone: 319-730-3673

Approver's Printed Name & Title: Sondra Nelson, Board President

Approver's Signature: _____ Date: _____

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IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representatives as of the date first set forth above.

Please print (except for your signature) and provide all the information requested.

Licensee: (Non-Commercial)

Full Name of Team/Entity: Linn Mar Silver 12u Baseball Team
(Example: LM Starz 3rd Gr Girls' BB Team)

Contact's Title/Position: Uniform Coordinator
(Example: Head Coach)

Contact's Printed Name: TROY PAGE

Contact's Signature: [Signature] Date Signed: 1/19/18

How to Reach Contact: Phone: 319 360 3358
Email: tdpage@gmail.com
Full Address: 2865 Brookfield DR
MARION, IA 52302

Licensors:

Linn-Mar Community School District
2999 N 10th Street, Marion, IA 52302
District Contact: Angie Morrison, Business Manager
Email: amorrison@linnmar.k12.ia.us
Phone: 319-730-3673

Approver's Printed Name & Title: Sondra Nelson, Board President

Approver's Signature: _____ Date: _____

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IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representatives as of the date first set forth above.

Please print (except for your signature) and provide all the information requested.

Licensee: (Non-Commercial)

Full Name of Team/Entity: Linn-Mar Gray (13U LM youth baseball team)
(Example: LM Starz 3rd Gr Girls' BB Team)

Contact's Title/Position: Manager
(Example: Head Coach)

Contact's Printed Name: Lisa Chapa

Contact's Signature: Lisa Chapa Date Signed: 2/5/18

How to Reach Contact: Phone: 319-573-0167

Email: lisagchapa@gmail.com

Full Address: 5505 Saturn Ave.
Marion, IA 52302

Licensors:

Linn-Mar Community School District
2999 N 10th Street, Marion, IA 52302
District Contact: Angie Morrison, Business Manager
Email: amorrison@linnmar.k12.ia.us
Phone: 319-730-3673

Approver's Printed Name & Title: Sondra Nelson, Board President

Approver's Signature: _____ Date: 2-19-18

Exhibit A



a)



b)



c)



d)



e)



f)

g) Linn-Mar Community School District

h) Linn-Mar Lions

Exhibit B

Non-commercial

Royalty Rate: 0%

Licensed Markets: 1) Nothing prohibited by the Code of Conduct; 2) Licensor approved clothing for members of the group such as uniforms or event T-shirts; and 3) Licensor approved promotional materials for the group

Customers: Members of the group

Term: 5 years

Reporting Period: Annually

CODE OF CONDUCT NON-COMMERCIAL

Prohibited Items. License shall not use any Trademarks in connection with the promotion of sexual activity or tobacco, alcohol or illegal drug use including refraining from using the Trademarks: i) in combinations with any positive or neutral mention of sexual activity, tobacco, alcohol or illegal drugs; and ii) on any item used during sexual activity or used for consuming tobacco, alcohol or illegal drugs.

Expected Behavior. License agrees to abide by, and have their members, parents of members, coaches, and supporters abide by the following standards of behavior:

The use of profane or abusive language is not acceptable. Extreme verbal outbursts show a lack of self-control and immaturity; these reflect negatively on the Licensor, Licensee and the individual and should be avoided.

There is an expectation that all individuals representing the Licensor be courteous, mature, cooperative and respectful at all times. Individuals should conduct themselves with the knowledge that they, alone, are responsible for their own actions.

In all situations, competitors are expected to perform to the best of their ability, within the context of specific rules of their competition. Sportsmanship and fair play to teammates, opponents, and officials, should be in the forefront of a competitor's basic philosophy and attitude.

Students should present a neat appearance at all functions with adults using discretion regarding their appearance.

Realizing that academics are the priority of the high school years, students are expected to maintain acceptable standards of academic achievement. It is understood by all that academic responsibilities include attendance, punctuality, cooperation, general good behavior, respect for teachers and fellow students, and a genuine effort on all homework assignments, tests, projects and examinations.



Cornell College

Student Teaching/Field Experience Agreement 2018-2019

This agreement is entered into by and between Cornell College 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 Cornell College 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 assures Cornell College the cooperating teachers are licensed in the endorsement area(s) 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 and experienced adjunct supervisors 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 the local district or to the person(s) designated by the local school district the sum of \$90.00 per Cornell Term (20 days) (\$270 for three terms) for each student teacher assigned to and accepted by said local school district.

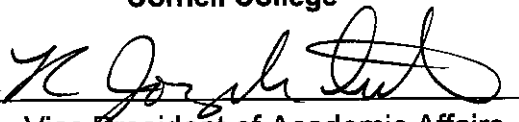
4.2 There will be no compensation paid for students assigned as field experience students.

Linn Mar Community School District

Dated _____

By _____
President of the Board of Education

Dated 1-25-2018

Cornell College
By 
Vice President of Academic Affairs

Independent Contractor Agreement Linn-Mar Community School District

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Lovar Davis Kell 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:** musical choreography
2. **GROUP /DEPARTMENT WORKING WITH** LmHS Drama
3. **AMOUNT of PAYMENT:** \$ 1775

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 march 7, 2018 (date of completion).

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

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

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

5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
6. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.
7. **INSURANCE:** No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC, or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District. If a suit, action, arbitration or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This Agreement shall begin on Feb. 1, 2018 and shall continue in effect until Mar 7, 2018, unless earlier terminated by either party in accordance with Section 11.
10. **TERMINATION.** This Agreement may be terminated by either party, without cause, upon seven (7) days written notice. Upon termination, IC shall be compensated for all work performed prior to the date of termination.
11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or

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

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

This Agreement signed and dated this 4TH day of FEBRUARY, 2018.

Independent Contractor

By: 

Title: CHAIRPERSON

Linn-Mar Community School District

By: _____

—

Board President

SHOE DRIVE AGREEMENT – Mini Drive

MM-180182

FUNDS2ORGS, LLC AND LINN MAR HIGH SCHOOL HOSA

EIN # 42-0872010

This Shoe Drive Agreement ("SDA") is entered this February 4, 2018, by and between FUNDS2ORGS, LLC, a Florida limited liability company, whose address is 1080 Woodcock Rd., Ste. 151, Orlando, FL 32803 ("F2O"), and Linn Mar High School, a Iowa educational institution, for Linn Mar High School HOSA, whose address is 3111 10th St., Marion, IA 52302 ("LMHS").

WHEREAS, F2O is a BRANDING "social enterprise" company that facilitates the branding, fundraising and related support services to move through microenterprise organizations around the world through its "fundraising" strategies;

WHEREAS, F2O wishes to purchase gently worn, used and new shoes collected from shoe drives and other collection efforts that will consist of gently worn, used and new shoes unsorted from the fundraiser events that F2O executes; and

WHEREAS, LMHS and F2O wish to engage in a strategic affiliation during which F2O will coordinate fundraising events to collect gently worn, used and new shoes, unsorted from various churches, schools, nonprofits and other organizations in the US.

NOW, THEREFORE, in accordance with the foregoing, the parties agree as follows:

- 1) Term: This SDA shall begin on February 19, 2018 and remain in effect 60 days.
- 2) F2O agrees to:
 - Work with LMHS on planning the gently worn, used and new shoe drive.
 - Pay LMHS \$.40 per pound for gently worn, used and new shoes collected within 48 hours of receipt. Check will be payable to **Linn Mar High School**.
 - F2O to provide a starter kit with 100 clear bags (33 gallons, 1.2 M) and 2500 rubber bands at no cost.
 - Provide transportation for the gently worn, used and new shoes by logistic partner; if under 2,500lbs then LMHS shall have a fee of \$250.00 deducted from the proceeds of the drive. At 2,500 lbs. cumulative this fee shall be waived. Best efforts will be made to pick up no later than 30-45 days after end date.
- 3) LMHS agrees to:
 - Promote the shoe drive utilizing LMHS brand and benefit for their organization via collecting gently worn, used and new shoes.
 - Collect gently worn, used and new shoes and place them in clear bags (33 gallons, 1.2 M) tied or rubber banded together. All gently worn, used and new shoes must be stored in a dry facility.
 - **We do not accept wet, damaged** (holes in toes, soles falling off, etc.) **or worn out shoes**. It is imperative that the product that is collected is reviewed and that only gently worn, used and new shoes are part of your fundraiser. Funds2Orgs has the right to refuse any collected shoes containing any violations of the above.
 - Communicate with fundraising coach weekly to update on how many bags of 25 pairs are on hand.
 - Consolidate the collected gently worn, used and new shoes to a central location to minimize the freight expenses.
 - Pick up location must be accessible by a 26 ft. straight truck.
 - LMHS will provide volunteers to help load bags into truck at time of pick up.
 - Collect an average of 100 bags gently worn, used and new shoes with an average of 25 pairs per bag equaling 2,500 lbs.
- 4) Targeted Fundraising Amounts

F2O and LMHS agree that the target amount to be obtained by LMHS in the drive is \$1,000.00 and delivered to LMHS.

5) Relationship of Parties. Through this SDA, the parties intend to create only an affiliation with one another for the specific and limited purpose described. Each party will act independently and without supervision from the other. Nothing in this SDA is intended to create a partnership, agency, or employer/employee relationship. Each party will be responsible for their own liabilities and will hold the other party harmless from any claims of injury, loss or damage resulting from the activities described in this SDA.

6) Entire Agreement. This SDA and the recitals hereto and all exhibits and schedules hereto contain the entire agreement of the parties with respect to the subject matter hereof and supersede all prior written or oral agreements of the parties. The failure of either party hereto to enforce, or the delay by either party in enforcing, any of its rights under this SDA will not be deemed a continuing waiver or a modification thereof and either party may, within the time provided by applicable law, commence appropriate legal proceeding to enforce any or all of such rights. Upon execution via fax, any modifications or additions to the above SDA will be done with the mutual consent of both parties.

7) Attorney's Fees. The prevailing party in any action taken to enforce such party's rights under this SDA shall be entitled to reasonable attorney's fees and costs from the non-prevailing party.

8) Confidentiality. The terms and conditions other than the existence and duration of this SDA shall be kept strictly confidential by the parties hereto and shall not be disclosed by either party to any third party except: (i) as may be required by any court of competent jurisdiction, governmental agency, law or regulation (in such event, the disclosing party shall notify the other party before disclosing the SDA and shall seek confidential treatment of such terms and conditions); (ii) as part of the normal reporting or review procedure to a party's accountants, auditors, agents, legal counsel, and employees of partners, parent and subsidiary companies, provided such accountants, auditors, agents, legal counsel, and employees of partners, parent and subsidiary companies agree to be bound by this confidentiality provision; (iii) to enforce any of a party's rights pursuant to this SDA; and (iv) with the prior written consent of the other party.

9) Jurisdiction. THIS SDA WILL BE DEEMED TO HAVE BEEN MADE IN ORANGE COUNTY, FLORIDA. THE RIGHTS AND LIABILITIES OF THE PARTIES HERETO WILL BE DETERMINED IN ACCORDANCE WITH THE LAWS OF THE STATE OF FLORIDA, REGARDLESS OF ANY CONFLICT OF LAW RULES. EACH OF THE PARTIES AGREES THAT ANY AND ALL ACTIONS AND PROCEEDINGS ARISING DIRECTLY OR INDIRECTLY FROM THIS SDA WILL BE LITIGATED IN COURTS HAVING JURISDICTION IN ORANGE COUNTY, FLORIDA. EACH OF THE PARTIES CONSENTS TO THE JURISDICTION OF AND AGREES THAT VENUE IS EXCLUSIVELY PLACED IN ANY COMPETENT COURT LOCATED WITHIN ORANGE COUNTY, FLORIDA.

10) Notices. All notices, requests, consents and other communications under this SDA sent to F2O will be in writing, addressed to the address of F2O address appearing on the first paragraph of this SDA or to another address as F2O may designate in a notice; and will sent by registered mail, return receipt requested, postage prepaid. All notices, requests, consents and other communications under this SDA sent to LMHS will be in writing, addressed to LMHS at the address written below. All notices, requests, consents and other communications under this SDA will be deemed to have been given (a) if made by email or facsimile, at the time that receipt thereof has been personally acknowledged in writing by the receiving party; (b) if sent by overnight courier, on the next business day following the day such notice is delivered to the courier service; or (c) if sent by registered mail, on the fifth business day following the day such mailing is made.

IN WITNESS WHEREOF, this SDA has been executed as of the day and year first written above.

"F2O"
FUNDS2ORGS, LLC,
a Florida limited liability company

By: _____
Judith Camacho, VP Finance & Compliance

"LMHS"
LINN MAR HIGH SCHOOL
for Linn Mar High School HOSA

By: _____
Jeffrey Gustason, Principal

Date Signed: _____

PUBLIC ACCESS EASEMENT

This instrument made this 19th day of February, 2018, by Linn Mar Community School District, Owner (hereinafter referred to as Grantor) of the following described property:

LOT 1, SUMMERFIELD THIRD ADDITION TO CEDAR RAPIDS, LINN COUNTY, IOWA LOT 'A', PINE RIDGE ESTATES SECOND ADDITION TO ROBINS, IOWA NE ¼ OF THE NW ¼, SECTION 27, TOWNSHIP 84 NROTH, RANGE 7 WEST PARCEL 'A', PLAT OF SURVEY NO. 565 LINN COUNTY, IOWA.

in the City of Cedar Rapids, Iowa

WHEREAS, the owner in fee simple of the real property known and described as set out above is the Grantor, and

WHEREAS, a public access easement providing for public ingress/egress is proposed upon and under a portion of the above real property owned by the Grantor, and

WHEREAS, the Grantor has agreed to give to the City of Cedar Rapids, Iowa, a perpetual and continual easement for the purpose of public ingress/egress upon a portion of the real property of the Grantor, for consideration of One Dollar and other valuable considerations duly paid and acknowledged.

THEREFORE, for the above consideration, the Grantor hereby grants unto the City of Cedar Rapids, Iowa and its assigns a perpetual and continual easement for the purpose of public ingress/egress upon and under the following portions of the above described property:

See Exhibit "A"

The Grantor further agrees to erect no buildings, obstructions or other improvements upon or under the property covered by this Easement which would interfere with public ingress/egress without first obtaining permission from the City of Cedar Rapids, Iowa,

The Easement and rights herein described shall be binding upon the Grantor, its heirs and assigns.

Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

PUBLIC ACCESS EASEMENT

Page 2

PROPERTY OWNER:

BY:

ALL-PURPOSE ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____ } ss:

On this ____ day of _____, A.D. 20____, before me, the undersigned, a Notary Public in and for said State, personally

—

—

—

____ To me personally known
Or ____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity(ies) upon behalf of which the person(s) acted, executed the instrument.

____ (Sign Name)
____ (Print Name)

____ Notary Public in and for the State of _____

(SEAL)

For City use only:

Reviewed by _____

Date _____

CAPACITY CLAIMED BY SIGNER:

____ INDIVIDUAL

____ CORPORATE

Titles of Corporate Officer(s): _____

____ Corporate Seal is affixed

____ No Corporate Seal procured

____ PARTNERSHIP: Limited_Gen'l

____ ATTORNEY-IN-FACT

____ EXECUTOR(s) or TRUSTEE(s)

____ GUARDIAN(s) or

____ CONSERVATOR(s)

____ OTHER: _____

SIGNER IS REPRESENTING:

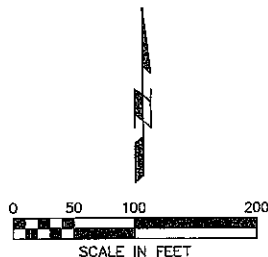
Names of entity(ies) or person(s) _____

INDEX LEGEND:

LOCATION: LOT 1, SUMMERFIELD THIRD ADDITION
TO CEDAR RAPIDS, LINN COUNTY, IOWA

REQUESTOR: LINN MAR COMMUNITY SCHOOL DISTRICT
PROPRIETOR: LINN MAR COMMUNITY SCHOOL DISTRICT
SURVEYOR: WADE D. WAMRE, PLS
COMPANY: SHIVE HATTERY, INC
RETURN TO: 316 2ND STREET S.E. SUITE 500
CEDAR RAPIDS, IOWA 52401
wwamre@shive-hattery.com
319-364-0227

PERMANENT PUBLIC ACCESS EASEMENT PART OF LOT 1, SUMMERFIELD THIRD ADDITION TO CEDAR RAPIDS, IOWA



AREA:
26,128 SQ. FT.
0.60 ACRES

SURVEY PERFORMED:
1-3-2017

SURVEY LEGEND

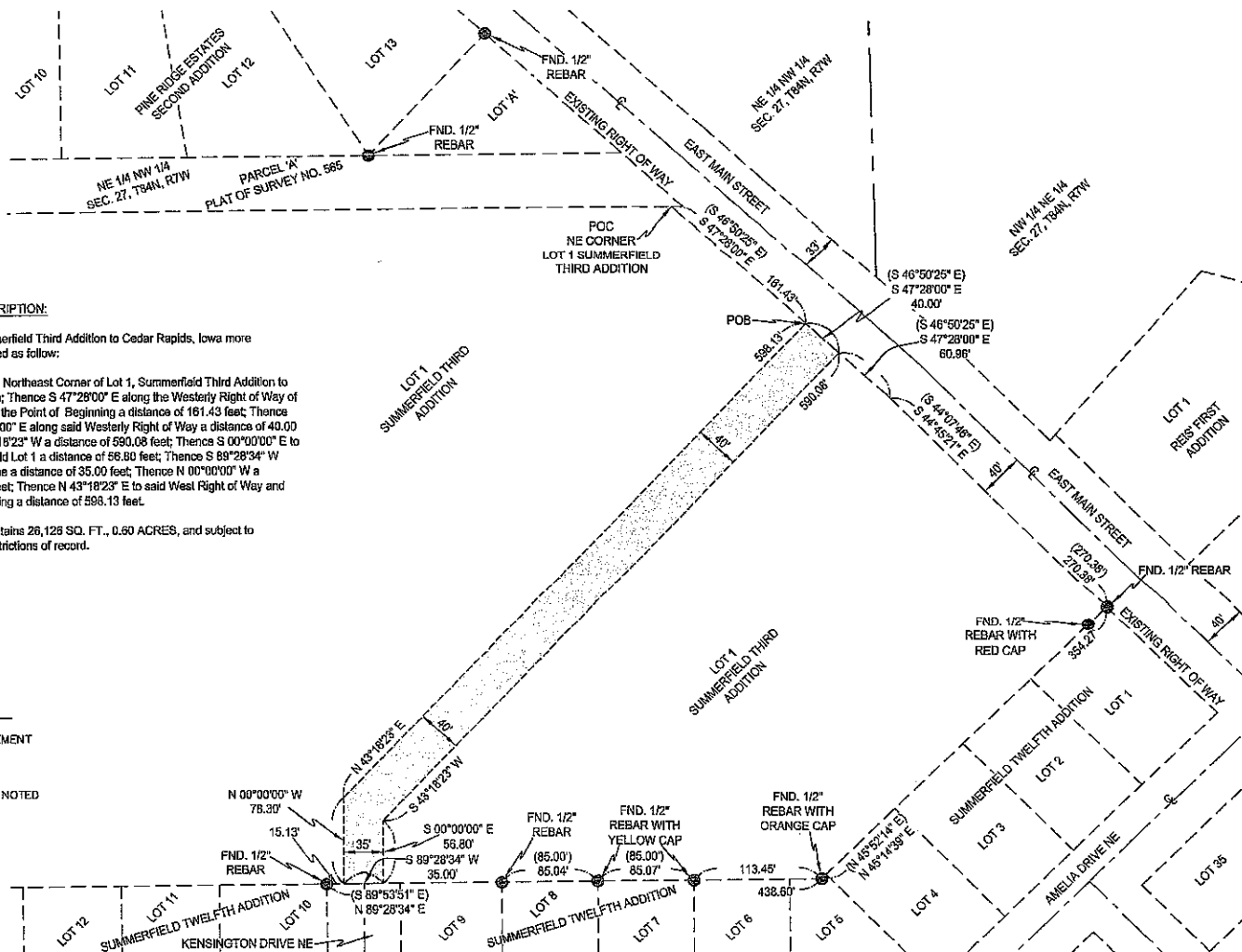
POC	POINT OF COMMENCEMENT
POB	POINT OF BEGINNING
()	RECORDED AS
---	FND. MONUMENT AS NOTED
---	EXISTING LOT LINE
---	SECTION LINE
---	CENTERLINE
---	EASEMENT LINE
---	EASEMENT LINE

EASEMENT DESCRIPTION:

Part of Lot 1, Summerfield Third Addition to Cedar Rapids, Iowa more particularly described as follows:

Commencing at the Northeast Corner of Lot 1, Summerfield Third Addition to Cedar Rapids, Iowa; Thence S 47°28'00" E along the Westerly Right of Way of East Main Street to the Point of Beginning a distance of 161.43 feet; Thence continuing S 47°28'00" E along said Westerly Right of Way a distance of 40.00 feet; Thence S 43°18'23" W a distance of 590.08 feet; Thence S 00°00'00" E to the South line of said Lot 1 a distance of 56.80 feet; Thence S 89°28'34" W along said South line a distance of 35.00 feet; Thence N 00°00'00" W a distance of 78.30 feet; Thence N 43°18'23" E to said West Right of Way and the Point of Beginning a distance of 598.13 feet.

Said Easement contains 26,128 SQ. FT., 0.60 ACRES, and subject to easements and restrictions of record.



SHIVE HATTERY
ARCHITECTURE + ENGINEERING
Iowa | Illinois | Indiana | Missouri
http://www.shive-hattery.com

PERMANENT PUBLIC ACCESS EASEMENT
PART OF LOT 1, SUMMERFIELD THIRD ADDITION
TO CEDAR RAPIDS, IOWA

DATE	3/16/2017	SCALE	1"=100'	FIELD BOOK	1263
DRAWN	can	APPROVED		REVISION	

PROJECT NO.
2153410

ISSUED FOR

1 OF 1

SIDEWALK MAINTENANCE AGREEMENT

THIS SIDEWALK MAINTENANCE AGREEMENT made this 19th day of February, 2018, by and between Linn Mar Community School District (hereinafter referred to as the OWNER, and the City of Cedar Rapids, a municipality with offices in Cedar Rapids, Linn County, Iowa (hereinafter referred to as the CITY).

WITNESSETH:

WHEREAS, the CITY is requiring as part of the platting process construction of a concrete sidewalk on and adjoining property owned by the OWNER, legally described as follows:

LOT 1, SUMMERFIELD THIRD ADDITION TO CEDAR RAPIDS, LINN COUNTY, IOWA LOT 'A', PINE RIDGE ESTATES SECOND ADDITION TO ROBINS, IOWA NE ¼ OF THE NW ¼, SECTION 27, TOWNSHIP 84 NROTH, RANGE 7 WEST PARCEL 'A', PLAT OF SURVEY NO. 565 LINN COUNTY, IOWA.

(hereinafter referred to as the OWNER's property);

WHEREAS, the OWNER shall construct said concrete sidewalk adjoining, over, across and through the OWNER's property, and

WHEREAS, the parties wish to create for themselves, their successors and assigns a maintenance agreement upon a portion of the OWNER's property for the benefit of the CITY, upon terms and conditions herein contained.

NOW THEREFORE, the parties herein agree as follows:

1. The OWNER hereby agrees to erect, construct, install, and lay a six (6) foot wide concrete sidewalk adjoining, over, across, and through the OWNER's above described property.
2. The OWNER does hereby grant unto the CITY, its successors and assigns, and the general public the right to use the sidewalk referenced above adjoining, over, across and through the OWNER's above described property.
3. Following construction of the sidewalk, the OWNER its successors and assigns, shall be solely responsible for maintenance and any replacement of the sidewalk located along East Main Street in the Permanent Sidewalk Easement as shown on Exhibit "A."
4. The OWNER does hereby grant unto the CITY the right to access, repair and assess repair costs of the sidewalk abutting the OWNER's property as provided in Chapter 364 of the Code of Iowa.
5. The grant and other provisions of this agreement shall be perpetual and run with the land so long as the CITY continues to utilize the sidewalk easement area as part of its municipal improvements.
6. The OWNER agrees to protect, defend, and hold the CITY harmless from any and all damages or claims for damages that might arise or accrue as a result of CITY acceptance and recording of this agreement.

7. The OWNER agrees this agreement may not be revised, modified, or released unless approved by the CITY.
8. The OWNER agrees to pay to the CITY all fees associated with recordation of this agreement and an approval resolution at the Linn County Recorder's Office.
9. The OWNER agrees this agreement shall be binding in perpetuity upon the OWNER, their successors, and assigns and the sale by the OWNER of all or any part of said property described above shall transfer the obligations of the OWNER to the successor in interest.

Dated this _____ day of _____, 2018.

PROPERTY OWNER(S):

BY: _____

ALL-PURPOSE ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____ ss:

On this ____ day of _____, A.D. 2018, before me, the undersigned,
a Notary Public in and for said State, personally

____ To me personally known
Or ____ proved to me on the basis of satisfactory evidence to be
the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the
same in his/her/their authorized capacity(ies), and that by
his/her/their signature(s) on the instrument the person(s), or the
entity(ies) upon behalf of which the person(s) acted, executed the
instrument.

____ (Sign Name)
____ (Print Name)

Notary Public in and for the State of ____

CAPACITY CLAIMED BY SIGNER:

____ INDIVIDUAL
____ CORPORATE
Titles of Corporate Officer(s):

____ Corporate Seal is affixed
____ No Corporate Seal procured
____ PARTNERSHIP: Limited Gen'l
____ ATTORNEY-IN-FACT
____ EXECUTOR(s) or TRUSTEE(s)
____ GUARDIAN(s) or
____ CONSERVATOR(s)
____ OTHER: _____

SIGNER IS REPRESENTING:
Names of entity(ies) or person(s)

(SEAL)

For City use only:

Reviewed by _____

Date _____

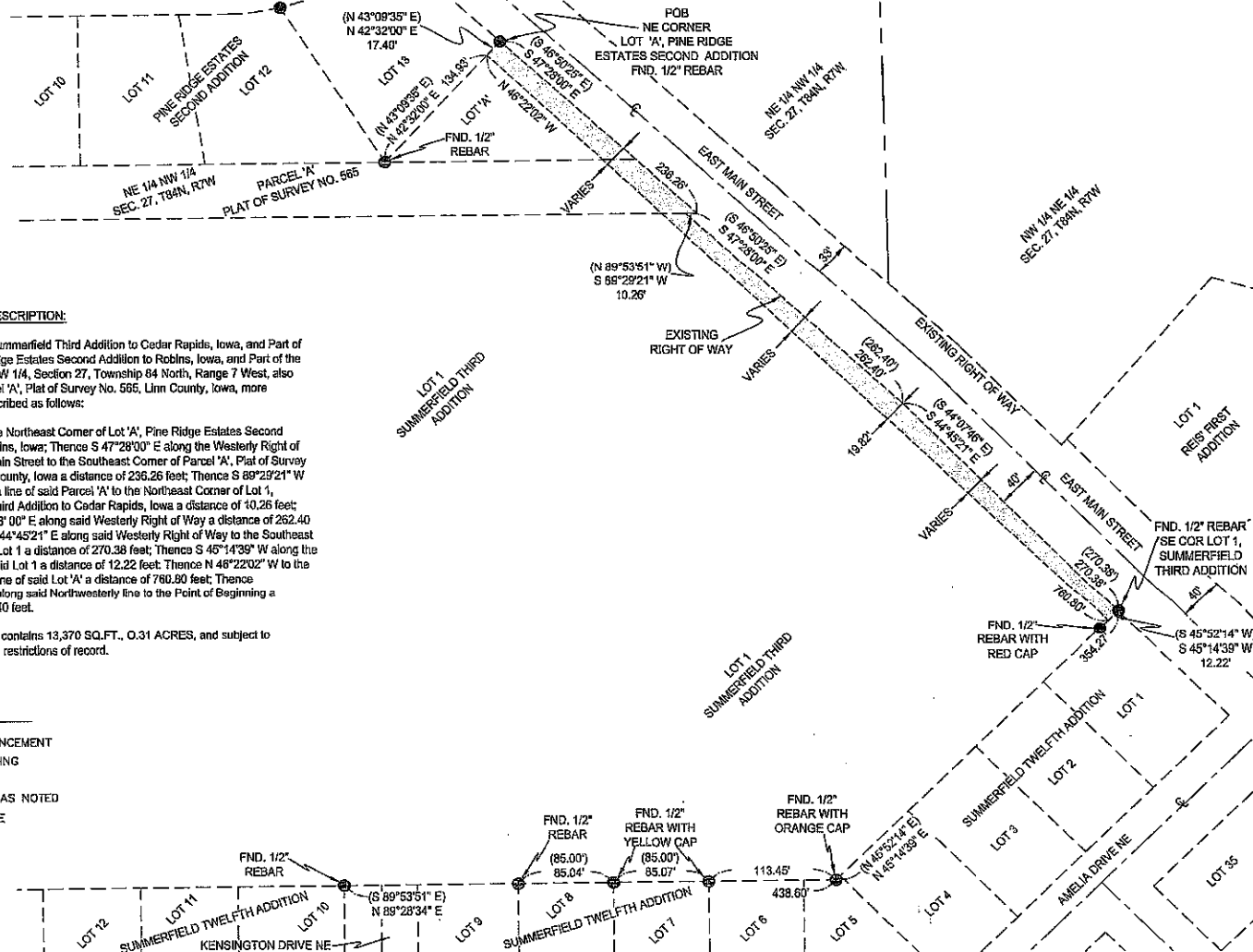
INDEX LEGEND:

LOCATION: LOT 1, SUMMERFIELD THIRD ADDITION
TO CEDAR RAPIDS, LINN COUNTY, IOWA
LOT 'A', PINE RIDGE ESTATES SECOND ADDITION
TO ROBINS, IOWA
NE 1/4 OF THE NW 1/4, SECTION 27,
TOWNSHIP 84 NORTH, RANGE 7 WEST
PARCEL 'A', PLAT OF SURVEY NO. 565
LINN COUNTY, IOWA

REQUESTOR: LINN MAR COMMUNITY SCHOOL DISTRICT
PROPRIETOR: LINN MAR COMMUNITY SCHOOL DISTRICT
SURVEYOR: WADE D. WAMRE, PLS
COMPANY: SHIVE HATTERY, INC
RETURN TO: 316 2ND STREET S.E. SUITE 500
CEDAR RAPIDS, IOWA 52401
wwamre@shive-hattery.com
319-364-0227

PERMANENT SIDEWALK EASEMENT

PART OF LOT 1, SUMMERFIELD THIRD ADDITION TO CEDAR RAPIDS, IOWA
PART OF LOT 'A', PINE RIDGE ESTATES SECOND ADDITION TO ROBINS, IOWA
AND PART OF THE NE 1/4 OF THE NW 1/4, SECTION 27, TOWNSHIP 84 NORTH, RANGE 7 WEST
ALSO KNOWN AS PARCEL 'A', PLAT OF SURVEY NO 565, LINN COUNTY, IOWA

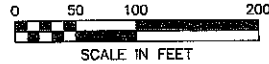


EASEMENT DESCRIPTION:

Part of Lot 1, Summerfield Third Addition to Cedar Rapids, Iowa, and Part of Lot 'A', Pine Ridge Estates Second Addition to Robins, Iowa, and Part of the NE 1/4 of the NW 1/4, Section 27, Township 84 North, Range 7 West, also known as Parcel 'A', Plat of Survey No. 565, Linn County, Iowa, more particularly described as follows:

Beginning at the Northeast Corner of Lot 'A', Pine Ridge Estates Second Addition to Robins, Iowa; Thence S 47°28'00\" E along the Westerly Right of Way of East Main Street to the Southeast Corner of Parcel 'A', Plat of Survey No. 565, Linn County, Iowa a distance of 236.26 feet; Thence S 89°29'21\" W along the South line of said Parcel 'A' to the Northeast Corner of Lot 1, Summerfield Third Addition to Cedar Rapids, Iowa a distance of 10.26 feet; Thence S 47°28'00\" E along said Westerly Right of Way a distance of 262.40 feet; Thence S 44°45'21\" E along said Westerly Right of Way to the Southeast Corner of said Lot 1 a distance of 270.38 feet; Thence S 45°14'39\" W along the South line of said Lot 1 a distance of 12.22 feet; Thence N 46°22'02\" W to the Northwestern line of said Lot 'A' a distance of 760.80 feet; Thence N 42°32'00\" E along said Northwestern line to the Point of Beginning a distance of 17.40 feet.

Said easement contains 13,370 SQ.FT., 0.31 ACRES, and subject to easements and restrictions of record.



AREA:
13,370 SQ. FT.
0.31 ACRES

SURVEY PERFORMED:
1-3-2017

SURVEY LEGEND

POC	POINT OF COMMENCEMENT
POB	POINT OF BEGINNING
()	RECORDED AS
●	FND. MONUMENT AS NOTED
---	EXISTING LOT LINE
---	SECTION LINE
---	CENTERLINE
---	EASEMENT LINE
---	EASEMENT LINE

SHIVE HATTERY
ARCHITECTURE + ENGINEERING
Iowa | Illinois | Indiana | Missouri
http://www.shive-hattery.com

PERMANENT SIDEWALK EASEMENT
CEDAR RAPIDS, IOWA

PROJECT NO.
21653410

ISSUED FOR

1 OF 1

Independent Contractor Agreement Linn-Mar Community School District

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Nolan Henkle, 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:** Show Choir Clinician
2. **GROUP /DEPARTMENT WORKING WITH** LM Show Choirs (In Step + 10th St.)
3. **AMOUNT of PAYMENT:** \$ 596.72

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 2/13/18 (date of completion).

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

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

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

5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
6. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.
7. **INSURANCE:** No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC, or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District. If a suit, action, arbitration or other proceeding is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This Agreement shall begin on Jan 1st, 20 18 and shall continue in effect until Jan 3rd, 20 18, unless earlier terminated by either party in accordance with Section 11.
10. **TERMINATION.** This Agreement may be terminated by either party, without cause, upon seven (7) days written notice. Upon termination, IC shall be compensated for all work performed prior to the date of termination.
11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or

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

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

This Agreement signed and dated this 14 day of February, 2018.

Independent Contractor

By: 

Title: Choir Director

Linn-Mar Community School District

By: _____

Board President

Model UN Spring Conference


**Administrative Regulations
Regarding Excursions and Trips -- Request Form**

Code 603.3-R2

A written request for overnight excursions/trips must be submitted to the building principal not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized. The request will include: rationale for the excursion/trip, purpose and objectives, justification for an overnight excursion/trip *if applicable*, detailed plans for student supervision, complete itinerary, resource manual with emergency contact information and protocols, cost/budget/source of funding, list of participants and required paperwork. The district will be responsible for obtaining a substitute teacher if one is needed. Within three weeks of completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.

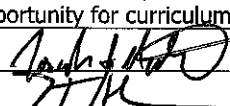
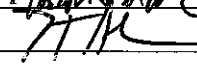
- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors

In authorizing excursions/trips, the 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.

Fieldtrip Criteria: The following checklist must be submitted for overnight excursions/trips with required documentation:

Group: Model United Nations
(Examples: Robotics, FBLA, etc.)

Submitted by: Henry Gehrls
(Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." Reference Board Policy 603.3	X	
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	X	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	X	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	X	
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	X	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	X	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.		
School Administrator Approval			Date	1/19/18
District Administrator Approval			Date	1-22-18
Board Approval			Date	

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99
Reviewed: 7/11; 9/12; 9/13; 2/15
Revised: 1/0; 8/16

Rec'd by CFO/KOD
1/22/18

April 6th and 6th

- Purpose:** Students will be attending the Spring Conference for the Iowa High School Model United Nations.
- Pre-Planning:** We are unsure as of today, what countries will be representing at the Spring Conference this year. Once we do have those countries assigned, students will be calculating the positions of their assigned countries and will represent those at the conference by offering debate on topics from the position of their country. In an effort to have students understand the positions of their country, they will write position papers about their topics that correlate to the positions held by their country.
- Follow-Up:** Students will debrief the activity at our weekly Model UN meeting discussing the survey that is addressed in the Assessment portion of this document.
- Assessment:** See attached survey.
- Funding:** Funding for our delegation fees are provided by the booster club. In order to pay for our hotel rooms, our organization has sponsored one blood drive and applied for the requisite scholarship money provided by the Mississippi Valley Regional Blood Center. Due to the number of students attending, thus the number of hotel rooms needed, students will be paying roughly 25.00 for hotel rooms.

Cost 9 Rooms \$1022.88

Paid for via Blood Drive Scholarship: \$563.00

Overage on rooms paid by students at \$19.50 per student. This is as of now. As the conference is still months away, we may add or subtract students, thus fluctuating the cost for students attending.

Conference Cost:

Required:	\$40.00
Delegation Fee (Per Country Assigned)	
Required:	\$10.00
Delegate Fee (Per Student)	

24 students, 3 countries: \$360.00 picked up by Booster Club Request

- Common Experience:** The overall benefit of this activity is to involve the students in working to find solutions to global problems. In doing so, the students experience the activity through the lens of another country while working together with students from all over the state of Iowa.
- Multi-Disciplinary:** This activity has incorporated not only social studies content but also utilization of writing a position paper as well as debate skills. Students will also develop an understanding of parliamentary procedure. As part of this activity, college bound students will also get two days worth of exposure to a college campus.
- Transportation:** Acquired through the Linn-Mar Transportation Department.
- Itinerary:** The Itinerary has not yet been made available by the hosting organization. Typically conference begins with an opening ceremony at 10:00 AM on Friday. After that students are in their committees until 5:00. Dinner from 5:00-7:00 and students are then back in their committees until 9:00. At 9:00 the UNI secretariat hosts a festival for students. 11:00 return to hotel. Conference resumes around 9:00 Am the next morning and students are in Committee until around 2:00. Closing ceremony is at 2:00 where "Outstanding Delegates" are recognized. Here is a link to where this will be posted:
<https://sites.google.com/site/ihsmun0uni/clients/conference-schedule>
- Accommodations:** Best Western, Cedar Falls Iowa



Administrative Regulations Regarding Excursions and Trips -- Request Form

Code 603.3-R2

A written request for overnight excursions/trips must be submitted to the building principal not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized. The request will include: rationale for the excursion/trip, purpose and objectives, justification for an overnight excursion/trip *if applicable*, detailed plans for student supervision, complete itinerary, resource manual with emergency contact information and protocols, cost/budget/source of funding, list of participants and required paperwork. The district will be responsible for obtaining a substitute teacher if one is needed. Within three weeks of completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.

- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors

In authorizing excursions/trips, the 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.

Fieldtrip Criteria: The following checklist must be submitted for overnight excursions/trips with required documentation:

Group: Units Choir Department
(Examples: Robotics, FBLA, etc.)

Submitted by: Jaclyn Onnemus
(Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." Reference Board Policy 603.3	✓	
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	✓	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	✓	
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	✓	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	?	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curricular integration.	?	
School Administrator Approval		<u>[Signature]</u>	Date	1-20-18
District Administrator Approval		<u>[Signature]</u>	Date	1-22-18
Board Approval			Date	

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99

Reviewed: 7/11; 9/12; 9/13; 2/15

Revised: 1/0; 8/16

Chicago Choir Spring Trip 2018 Board Approval Request

Rationale of excursion/trip:

The Linn-Mar Choir Department would like to extend a musically enriching experience to choir students in 10-12th grade that goes beyond what we can offer in a classroom.

Purpose and Objectives of the excursion/trip:

On this choir department trip, we will take students to Chicago for the weekend and provide them with the opportunity to work with a Northwestern University Music Faculty member while in a beautiful and acoustically enhanced space. We will also take them to see a professional Broadway show, which is an experience they don't frequently get in the Cedar Rapids area. In the down time between those two activities, we will take students to the Science Museum and explore the John Hancock Building.

Justification for an overnight excursion/trip:

Due to our clinic at Northwestern University and the Broadway performance in Chicago, this trip needs to be an overnight excursion. We could not do this trip in one day if we needed to include the drive back and forth.

Detailed plans for student supervision:

While at the hotel, students will not be permitted to be in the rooms of opposite sexes. During the night hours, Bob Rogers Travel will provide a security guard to roam the halls exclusively to make sure students are staying in their appropriate rooms and are also not leaving the hotel for any reason. Curfew for the students to be in their room is 10:30pm, with a "lights out" time of 11:00pm. Adult supervision for the trip will include 3 high school directors, 1 Bob Rogers Travel Guide, and 5 Linn-Mar parent chaperones. Students will be accounted for at bed checks and we will have various attendance check in times throughout the weekend.

Complete itinerary:

See attached.

Resource manual with emergency contacts for participants:

Attached is the medical form students are filling out. We will have this information collected a few weeks before we depart for the trip.

Situational protocols including administrative contacts, and procedures for first aid, health and emergency contacts at the location:

Kim Buelte (cell phone: 319-533-7500) is the administrator who we will contact if a situation should arise that needs administrative input. First aid, health, and emergency situations will be assessed at the time. Parents will be contacted and we will use the information collected from the Field Trip Permission/Health Information Form to get students the help they need.

Costs, budget, and sources of funding:

See attached.

List of participants and copies of required participation paperwork:

See attached.



Bob Rogers Travel

Making Moments That Matter

LINN-MAR HIGH SCHOOL CHOIR
JACLYN OHNEMUS, TRENT BUGLEWICZ & TYLER HAGY - DIRECTORS
DESTINATION: CHICAGO, IL
DATES: APRIL 20 - APRIL 22, 2018

SUGGESTED ITINERARY AS OF NOVEMBER 14, 2017

FRIDAY, APRIL 20

3:30 PM Three (3) 56-PAX motor coaches arrive at **Linn-Mar High School**; begin loading
3111 N. 10th St, Marion, IA 52302

4:30 PM Depart for **Chicago, IL**
(344 miles, 4.5 hours drive time plus 1.5 hours for a meal stop and traffic)

PM Dinner en route (student cost)

10:30 PM Arrive at the **Hilton Chicago Northbrook** (847) 480-7500
2855 N. Milwaukee Ave, Northbrook, IL 60062
***Meet your professional BRT tour director here

PM Check-in

Private Nighttime Security Chaperones at the hotel (10:30pm-5:30am)



Bob Rogers Travel

Making Moments That Matter

SATURDAY, APRIL 21

7:00 AM Enjoy breakfast at the hotel

8:00 AM Load motor coaches; depart for **Alice Millar Chapel**

9:00 AM Enjoy a clinic at **Northwestern University** (set up by the school)

10:30 AM Load motor coaches; depart for **Water Tower Place**

11:15 AM Enjoy free time at **Magnificent Mile** and **Water Tower Place**
Chicago's seven floor shopping mall for shopping and lunch on your own. This iconic Chicago street runs the length of Michigan Avenue from the Chicago River to Lake Shore Drive, and is the heart of the city's shopping district. Here, posh brand name stores stand alongside historic and luxury hotels and landmarks such as the Water Tower and Pumping station, one of the few structures left standing after the Great Chicago Fire.

PM Lunch in the area (student cost)

2:30 PM Meet at the **John Hancock Building**

3:00 PM Experience the views from **360° Chicago**

Enjoy 360° views from 1000 feet above Lake Michigan and Chicago's famed **Magnificent Mile**. The Observatory has Chicago's only open-air SkyWalk and also features a free multimedia tour narrated by actor David Schwimmer

5:00 PM Load motor coaches; depart for **Giordanos**

5:30 PM Enjoy a group dinner

Meal to include: assorted pizzas, salad, and soft drinks

7:00 PM Head to **Oklahoma** at the **Marriott Theatre in Lincolnshire** (847) 634-0200
Ten Marriott Drive, Lincolnshire, IL 60069

8:00 PM Enjoy a performance (based on 2018 schedule)

10:30 PM Load motor coaches; depart for hotel

Private Nighttime Security Chaperones at the hotel (10:30pm-5:30am)



Bob Rogers Travel
Making Moments That Matter

SUNDAY, APRIL 22

- 7:30 AM Enjoy breakfast at the hotel
8:30 AM Check out of the hotel
9:00 AM Load motor coaches; depart for **The Museum of Science & Industry**
(773) 947-3179 5700 South Lake Shore Drive Chicago, IL 60637
10:00 AM Arrive at **The Museum of Science & Industry**
(admission to an OmniMax theater presentation included)
PM Lunch at the museum (\$10 meal money provided)

OPTION	Linn-Mar HS Choir <i>performs</i> at the Museum of Science and Industry
--------	--

- 2:00 PM Load motor coaches; depart for home
(344 miles, 4.5 hours drive time plus 1.5 hours for a meal stop and traffic)
PM Dinner en route (student cost)
8:00 PM Approximate arrival at **Linn-Mar High School**



Bob Rogers Travel

Making Moments That Matter

INDIVIDUAL PAYMENT SYSTEM

Your group leader has elected to utilize Bob Rogers Travel's online Individual Payment System (IPS) to collect trip payments. Please read the following information to assist you in registering for this trip.

TRIP DETAILS

Trip ID:	IA003100013
Group Name:	Linn-Mar High School Choir
Group Leader:	Jaclyn Ohnemus, Trent Boglewicz & Tyler Hagy, Directors
Destination:	Chicago, IL
Trip Dates:	April 20-22, 2018

All package costs are based on projected participation and occupancy, and are subject to change.

Participant Type	Occupancy	
Student	\$515.00 (all students in quad occupancy)	
	Double	Single
Chaperone	\$585.00	\$724.00

Payment Details	Due Date	Amount Due
Registration Deadline	October 27, 2017	---
Deposit	November 10, 2017	\$100.00 per traveler
2nd Payment	December 5, 2017	\$150.00 per traveler
3rd Payment	January 12, 2018	\$200.00 per traveler
Final Payment	February 16, 2018	Remaining Balance

Payments must be made through the IPS system via **VISA, MasterCard, DISCOVER Credit/Debit Card** or **VISA/Mastercard Reloadable Prepaid Card** (available at your local financial institution) and will be automatically deducted from your selected card on the payment due dates.

All Gift Cards are not accepted.

CANCELLATION POLICY

All cancellations must be in writing to Bob Rogers Travel. All money and fees paid prior to the individual cancellation (determined by the postmark or email date) are nonrefundable and nontransferable. No refunds or credits will be issued for a cancelled participant.



Bob Rogers Travel

Making Moments That Matter

LINN-MAR HIGH SCHOOL CHOIR

JACLYN OHNEMUS, TRENT BUGLEWICZ & TYLER HAGY - DIRECTORS

DESTINATION: CHICAGO, IL

DATES: APRIL 20 - APRIL 22, 2018

SUMMARY OF INCLUSIONS

- **Personal SERVICE and ATTENTION**
- Two (2) Deluxe 56 passenger, climate controlled, DVD, Wi-Fi and restroom equipped motor coaches
- **Gratuities and accommodations** for your motor coach drivers
- Two (2) nights' accommodation at a **Chicago Suburb Area Hotel**
- One (1) Private nighttime **security chaperone** at the hotel (10:30 pm-5:30 am)
- Two (2) **Breakfasts** at the hotel
- Group Dinner at **Giordano's**
- **\$10 Lunch money at the Museum of Science and Industry**
- Admission to a **Broadway In Chicago performance** (based on \$50 seats and availability)
- Admission to **360 Chicago & The Tilt** (formerly the John Hancock Observatory)
- Admission to the **Museum of Science and Industry**
- Admission to a **Wendella Boats River and Lake Architectural Tour**
- Excursion to **Millennium Park, Navy Pier, Magnificent Mile, Water Tower Place** and
- **Assistance with performance at the Museum of Science & Industry** (based on availability)
- **Honorarium for University Clinic** (not to exceed \$500) (based on availability)
- **Chapel Rental Fee**
- **Bob Rogers Travel Video Souvenir + Tracking/Messaging App** – Take pictures throughout your trip and upload or share them via BRT's mobile app. After your trip a souvenir video will be created, and each traveler will receive a DVD copy. The app also features **GPS Map Tracking** of trip participants via registered passenger lists & **Message Center** for one way group announcements. (The app will launch in October, 2017.)
- **BRT Drawstring bag** for every participant
- **Bob Rogers Travel Online Individual Payment System (IPS)**
- **Three (3) Complimentary Director Packages** (based on single occupancy)
- All taxes, service charges, and gratuities for restaurant and hotel facilities
- **Bob Rogers Travel Tour Manual**
- **Bob Rogers Travel Hotel Contract**- Assurance that the hotel will abide by the student friendly bylaws that BRT has agreed upon with the hotel.
- Insurance Coverage as Recommended by Student Youth Travel Association
- \$200,000 Consumer Protection Plan
- **Company Tour Director** - On-site trip coordinator who manages all trip details at your destination

3440 Lacrosse Lane
Naperville, IL 60564

toll free 800-373-1423
fax 630-824-4349
bobrogerstravel.com





Excursions and Trips Request Form

Code 603.3-R2

Date Request Received by CFO/COO: 1/22/18

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: HOSA (Health Occupation Students of America) Submitted by: Jessica Johnson
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	✓
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	✓
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	✓
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	✓
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	✓
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	✓
Building Principal Approval			Date <u>1/19/18</u>
Chief Financial/Operating Officer Approval			Date <u>1-22-18</u>
Board of Directors Approval			Date

Health Occupation Students of America (HOSA) Excursions and Trips Request Form
Spring Conference: March 11 – March 13, 2018
Des Moines, IA

Purpose

This conference is an opportunity showcase our projects, knowledge and compete in the different events for a chance to qualify for the National Conference in June 2018. Students will also learn more about the medical field and what careers will be options for them. Since we are also a new club at Linn-Mar we can also learn about other schools' groups and activities and what we can do to make our club better. Students will also have the opportunity to meet and become acquainted with like-minded students and create networks.

Pre-planning

The learning experiences in the students' core and elective classes, the information provided at the general meetings, and the work put into preparing for their competitive events will be good preparation for this conference. Students will attend group and individual sessions that match their interests and will have the opportunity to meet and network with health professionals. There is no pre-qualification necessary for this event. I have attached a tentative itinerary that outlines the different sessions for each of the days as well as the registration paperwork. Approximately ten students will be attending this conference.

Follow-Up

Students who qualify for the National Conference will begin to prepare for that and those who do not will reflect on their activities and make adjustments for next year. We will have a debriefing session at our next general meeting so we can share the results and information with the other members of the club.

Assessment

Competitive events will be scored by judges using guidelines created by HOSA. Students will receive their scores to see how they did and make adjustments as necessary for the National Conference or for next year.

Funding

Fund for this conference will be paid by our fundraising money and students' funds. Booster Club will also help with the cost of the hotel rooms.

- ◆ Cost
 - \$110/person for registration fees
 - \$ 151.14 per 4 people the for hotel room, Holiday Inn Downtown at Mercy Campus

Common Experience

All students who are attending this conference have an interest in pursuing some type of medical career after high school. They will learn about those careers that may be a good fit for them and learn more about those careers so they can better prepare themselves for their life after high school.

Multi-disciplinary

Students will use their skills from English, Science, and Math courses to create their products for their competitive events. They will also have the opportunity to showcase their 21st century skills by working collaboratively and demonstrating their leadership skills.

IOWA State HOSA Conference

March 11-13, 2018

Registration form for the conference – Registration will be completed online via the national HOSA web site, directions attached. **Registration will be open from now – February 16, 2018. Registration fee \$110 – includes a HOSA t-shirt.** For registration questions contact Dawn Fichter – ddfichter@gmail.com

Please mail conference payment (to address below) or bring with you to the conference. Checks need to be made out to Iowa HOSA.

Iowa HOSA
Zoë M. Thornton, PhD
Iowa Department of Education
400 East 14th Street
Des Moines, IA 50319

Students will be able to compete in one event from the Health Science category, and two events from Health Professions, or Emergency Preparedness, or Leadership, or Teamwork and any of the Recognition. They **cannot compete in both Health Professions and Emergency Preparedness** as they will be held at the same time.

Hotel Registration – Attached is the form for registration for the hotel. Please fill out and **fax directly to the hotel by February 25, 2018. TOTAL ROOM RATE WITH TAX IS \$151.14.** Hotel room payments will be made directly to the hotel and must be paid on or before March 11, 2018.

Forms : Conduct Code, Medical Liability, & Photo Release – Please have each person attending the conference fill each form. These forms must be turned in to event headquarters prior to opening ceremony on Sunday night. **Please copy these forms (front to back with conduct code on one side and medical liability on the other), organize in alphabetical order, and 3 hole punch them.** Keep a copy for yourself as well. All persons attending the conference need to fill these out, including advisors and chaperones. If you submitted one in the fall, you do not need to submit a new one.

State Officer Candidates – These forms will be available soon.

HOSA Event Guidelines – Please verify that your students have a copy of the event guidelines that they will be competing in. Make sure and review with them all the materials that they need to bring so that they are prepared when they come to the competition. They will be required to bring an electronic or paper copy to their event at state.

Recognition Events – Advisors please collect and submit material for recognition events to event headquarters prior to opening ceremonies on Sunday evening.

Testing – All testing will be completed on-line prior to State Leadership Conference. Testing will be open February 1 – 28, 2018. You will need to set up a proctor, please go to the National HOSA website to complete.

Iowa State HOSA Conference Chapter Registration

1. Go to the www.hosa.org
2. Click on the Login link at the top right of the page
3. Under Local Chapter Advisors – click on Access Chapter Advisor Services
4. Enter your charter number and password and Login for the Local Advisor
5. Click on proceed to chapter membership and conference registration
6. Click on Conference Registration
7. You will then have to enter you charter number and password again
8. Click on State Leadership Conference
9. Register each student, advisor, chaperone etc. Note: you will not be able to register students for competition if they are not registered HOSA members.

Please feel free to contact me if you have any difficulties.

Dawn Fichter
dfdichter@gmail.com

Please keep these guidelines in mind

Students will be able to compete in **one event** from the Health Science category, and **two events** from Health Professions, or Emergency Preparedness, or Leadership, or Teamwork

They **cannot compete in both Health Professions and Emergency Preparedness** as they will be held at the same time.

They may also participate in the Recognition category.

All testing will be done online February 1st -28th. There will be no exceptions to this and it will be up to the advisors to arrange a proctor. You will need to find a computer lab for the testing. **Remember an advisor CANNOT be a proctor.**

HOSA Conference—March 11-13, 2018

This program has been prepared as a guide to assist in making your time at the conference an enjoyable learning experience.

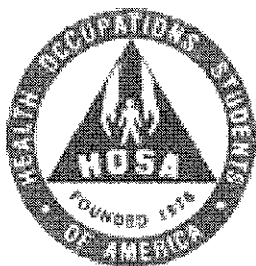
All skill events are scheduled at the Mercy College of Health Science Sullivan Building located across Interstate 235, south of the Holiday Inn. (See schedule for specific rooms). **Please walk with a friend or group to Mercy.**

Other conference events will take place in the Holiday Inn.

Be sure to wear your HOSA Name Tag for all HOSA Events, including meals.

Sunday, March 11, 2018

3:00 PM	State Officer Meeting	Holiday Inn— Top of the Tower
3:30-4:00 PM	Registration All materials associated with events should be turned in at check-in; Review Assignments	Holiday Inn Lobby
5:00-6:30 PM	Opening Ceremony Pledge of Allegiance National Anthem Roll Call of Chapters HOSA Creed Introduction of Officers and Advisors Officer Candidate Nominations and Speeches Dinner Orientation for Judges	Holiday Inn— Top of the Tower
6:30-9:30 PM	Leadership Events	Holiday Inn
6:30-9:30 PM	Extemporaneous Health Poster	Northview
6:30-7:30 PM	Prepared Speaking	Room 1009
6:30 PM	Speaking Skills	Room 1009
6:30 PM	Medical Photography	Room 1007
6:45 PM	Healthy Lifestyle	Des Moines W
6:45 PM	Interviewing Skills	Des Moines E
7:00 PM	Job Seeking Skills	Des Moines E
7:30 PM	Researched Persuasive Speaking	Des Moines W
7:30 PM	Extemporaneous Writing	Des Moines E
7:45 PM	Extemporaneous Speaking	Room 1009



A Welcome From Your Iowa HOSA President

HOSA Creed

I believe in the Health Care Profession.

I believe in the profession for which I am being trained; and in the opportunities that my training offers.

I believe in education. I believe that through education I will be able to make the greatest use of my skills, knowledge, and experience in order to become a contributing member of the health care team and of my community.

I believe in myself.

I believe that by using the knowledge and skills of my profession I will become more aware of myself. Through fulfilling these goals, I will become a more responsible citizen.

I believe that each individual is important in his or her own right; therefore, I will treat each person with respect and love. To this end, I dedicate my training, my skills and myself to serve others through HOSA.

Sunday, March 11, 2018 (Continued)

10:00 PM	Advisor Meeting	Holiday Inn—Northview
11:00 PM	CURFEW—Assigned Rooms	

Monday, March 12, 2018

6:30—8:30 AM	Breakfast—Wear your HOSA name tag	Holiday Inn—Des Moines East—First Floor
7:15—8:00 AM	House of Delegates Nomination of Officers	Holiday Inn—Northview
7:15 AM	Judges Breakfast and Orientation	Holiday Inn—Des Moines West—First Floor
7:45 AM	Judges & Staff to Mercy for Set Up	
8:00-11:00 AM	Health Professions Events	Mercy College
8:00 AM	Home Health Aid	Room 219 East
8:00 AM	Nursing Assisting	Room 219 East
8:00 AM	Sports Medicine	Room 205
8:45 AM	Veterinary Science	Room 205
9:00 AM	Clinical Specialty	Room 204
8:00-11:30 AM	Emergency Preparedness Events	Mercy College
8:15 AM	CPR/First Aid	Room 219 W
8:15 AM	Life Support Skills	Room 219 W
10:00 AM	Epidemiology	Room 204
9:00—9:30 AM	Workshop—Cystic Fibrosis	Holiday Inn Des Moines E & W
11:00—2:00 PM	College Fair Exhibit	Northview

Monday, March 12, 2018 (Continued)

11:00—12:30	Lunch	Holiday Inn—Top of the Tower
11:30 AM	Judges Orientation Teamwork Events	Holiday Inn—Top of the Tower
11:30—12:15 PM	Career Health Display Set Up	Holiday Inn—Top of the Tower
12:30-5:00 PM	Teamwork Events	Holiday Inn
12:30 PM	Career Health Display	Top of the Tower
1:00 PM	Community Awareness	Room 109—1st Floor
1:00-2:00 PM	Creative Problem Solving	Room 1009
1:00-3:00 PM	HOSA Bowl	Des Moines E & W
1:30 PM	Health Education	Room 109—1st Floor
3:00 PM	Forensic Medicine	Room 109—1st Floor
3:00-4:00 PM	Biomedical Debate	Des Moines East
4:30 PM	Medical Spelling	Northview
2:00—2:30 PM	Workshop—Leadership	Des Moines E & W
2:30—4:30 PM		Northview

Monday, March 12, 2018 (Continued)

5:00-7:00 PM	Dinner On Your Own
11:30 PM	Curfew—Students are in Assigned rooms for the night

Tuesday, March 13, 2018

7:00—7:45 AM	Iowa HOSA Board Meeting	Holiday Inn—Northview
7:45-8:15 AM	Q & A with Officer Candidates Rolls and Juice	Holiday Inn—Top of the Tower
8:45—9:30 AM	House of Delegates	Holiday Inn—Northview
9:15 AM	State Officer Meeting Prep for closing Ceremony	Holiday Inn—Des Moines East and West
10:00-11:00 AM	Brunch	Holiday Inn—Top of the Tower
11:00 AM	Awards and Induction of Officers	Holiday Inn—Des Moines East and West
12:00 PM	Adjournment	



Administrative Regulations Regarding Excursions and Trips -- Request Form

Code 603.3-R2

A written request for overnight excursions/trips must be submitted to the building principal not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized. The request will include: rationale for the excursion/trip, purpose and objectives, justification for an overnight excursion/trip *if applicable*, detailed plans for student supervision, complete itinerary, resource manual with emergency contact information and protocols, cost/budget/source of funding, list of participants and required paperwork. The district will be responsible for obtaining a substitute teacher if one is needed. Within three weeks of completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.

- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors

In authorizing excursions/trips, the 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.

Fieldtrip Criteria: The following checklist *must be* submitted for overnight excursions/trips with required documentation:

Group: HS Music

(Examples: Robotics, FBLA, etc.)

Submitted by: Ann Turner

(Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." Reference Board Policy 603.3	✓	not visited
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	✓	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	✓	
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	✓	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have. <i>is open to all</i>	?	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	?	
School District Administrator Approval		<i>[Signature]</i>	Date	1-22-18
School District Administrator Approval		<i>[Signature]</i>	Date	1-18-18
School Board Approval			Date	

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99

Reviewed: 7/11; 9/12; 9/13; 2/15

Revised: 1/0; 8/16

High School Music Department Request for Florida Trip: Spring Break, 2019

The High School Music Department would like to travel to Orlando, Florida over Spring Break in 2019.

There are two purposes for the trip:

1. To provide students the opportunity to work with professional musicians from Disney in a workshop detailing the specifics of the live and studio music industries. Students from all three disciplines (band, orchestra, and choir) will sight-read, rehearse, and produce the soundtrack for a short film under the guidance of a Disney performance artist, host, and professional sound engineer.
2. To provide students the opportunity to have a safe, fun, and memorable experience as a reward for all of their hard work and contributions toward the culture of excellence that has been established and continues in the Colton Center.

Students will be supervised at a minimum ratio of 16:1 (students to directors/chaperones) and all eight high school music faculty will be present on the trip. Students are checked in to their rooms each night by a director or chaperone and attendance is taken on the bus prior to each departure. Security is tight in the hotel and in all of the parks (Magic Kingdom, Epcot, Animal Kingdom, Hollywood Studios, and Universal Studios/Islands of Adventure). Emergency Medical forms from the nurse's office are turned in by all students. These cards include emergency contact information, any medical conditions and/or medications being taken by students. The cards are with the group at all times and are turned into the park medical office at each park we visit in the event a student needs medical attention.

Typically an administrator makes the trip with us. In the past, it has been Kim Buelte or Rick Ironside. We will plan for this again in 2019, but who that is has not yet been decided.

The itinerary is attached.

Student cost for the trip is currently estimated at \$1,785 and includes airfare (two chartered flights) and ground transportation, four nights lodging in either the Rosen Center or Rosen Shingle Creek – pending availability of the room block, three days in Disney Properties visiting 4 parks (Magic Kingdom, Epcot, Animal Kingdom, and Hollywood Studios), plus one day in Universal Studios/Universal Islands of Adventure. The travel company is Bob Rogers Travel, a company that we have a long history with. Students are responsible for paying for the trip on their own.

Participant list is unknown at this time, but we are anticipating 275-300 students travelling. Since the trip takes place over spring break, students will not miss any school.

**LINN-MAR HIGH SCHOOL BAND, CHOIR AND ORCHESTRA
AARON NUSS, DAN TERRELL, TYLER HAGY, JACLYN OHNEMUS,
JOSH REZNICOW, JEN TIEDE, THAD SENTMAN & TRENT BUGLEWICZ – DIRECTORS
DESTINATION: ORLANDO, FL
DATES: MARCH 16 – 20, 2019**

SUGGESTED ITINERARY AS OF JANUARY 12, 2018

SATURDAY, MARCH 16

TBD	AM	Charter groups arrive at Cedar Rapids Airport (on own) ***You will be greeted and checked by your BRT airport greeter
Upon arrival		<u>Anyone 18 years or older needs to have a state issued ID – even students.</u>
	AM	160 Passengers aboard Flight # depart for Sanford International Airport
	AM	160 Passengers aboard Flight # depart for Sanford International Airport
	AM	Arrive at Airport; depart for baggage claim ***Meet your professional BRT Tour Director here
TBD		If there are additional travelers, they will be booked on a scheduled airline
3:30	PM	Load motor coaches; depart for the Rosen Centre (407) 996-9840 9840 International Dr, Orlando, FL 32819
4:30	PM	Check in; get settled
	PM	Enjoy a pizza dinner and pool party at the hotel



SUNDAY, MARCH 17

- 7:00 AM Enjoy breakfast at the hotel
8:15 AM Load motor coaches
8:30 AM Depart for **Universal Studios Resort**
9:00 AM Explore **Universal Studios and Universal Islands of Adventure**

*****1-DAY PARK TO PARK TICKET INCLUDED**

Around every bend is another epic adventure and around every corner another once-in-a-lifetime thrill awaits! Take an unforgettable journey through five uniquely themed islands where the world's most cutting edge rides and attractions challenge your senses.

Head to: Harry Potter and the Escape from Gringotts

At the far end of Diagon Alley™ stands Gringotts™, the goblin-run bank. Inside, you'll experience a pulse-pounding adventure on the groundbreaking, multi-dimensional thrill ride that puts you right in the middle of the action as you navigate your way through the perils of the Gringotts vaults – encountering Harry, Ron, and Hermione along the way!

PM Lunch in the park (student cost)

Don't miss: The Amazing Adventures of Spiderman: Your spider sense will be tingling! Join your friendly neighborhood Spider-Man™ in an amazing 3-D adventure that has you swinging and soaring high above the city streets. This groundbreaking attraction is one of the most highly acclaimed theme park rides in history.

PM Dinner in the park (**Meal Voucher provided**)

Check-out: The Hulk: Enter the laboratories of Dr. Bruce Banner and marvel at the towering scientific machinery. As you approach his gamma-ray accelerator warning lights flash and sirens sound – something's gone terribly wrong with the experiment. Your surroundings go rushing by you in a blur as you feel yourself transformed into The Incredible Hulk®.

9:15 PM Load motor coaches; depart for the hotel

MONDAY, MARCH 18

- 8:00 AM Enjoy breakfast at the hotel
9:15 AM Load motor coaches; depart for the Ticket and Transportation Center
10:00 AM Take the ferry over to the **Magic Kingdom**

- AM **Concert Band** departs for the **clinic location**
AM **Concert Band** arrives at **clinic location**
AM **Linn-Mar HS Concert Band** participates in Disney's "You're Instrumental" Workshop
(based on availability and acceptance)
PM Load motor coaches; depart for the **Magic Kingdom**

- AM **Choir Group A** departs for **clinic location**
AM **Choir Group A** arrives at **clinic location**
AM **Linn-Mar HS Choir Group A** participates in "Disney Sings" Workshop
(based on availability and acceptance)
PM Load motor coach; depart for the **Magic Kingdom**

- PM Lunch in the park (student cost)

- PM **Orchestra** loads motor coach; departs for **clinic location**
PM **Orchestra** arrives at **clinic location**
PM **Linn-Mar HS Orchestra** participates in Disney's "You're Instrumental" Workshop
(based on availability and acceptance)
PM Load motor coach; depart for the **Magic Kingdom**

- PM **Choir Group B** loads motor coach; departs for **clinic location**
PM **Choir Group B** arrives at **clinic location**
PM **Linn-Mar HS Choir Group B** participates in "Disney Sings" Workshop
(based on availability and acceptance)
PM Load motor coach; depart for the **Magic Kingdom**

- PM **Choir Group C** loads motor coach; departs for **clinic location**
PM **Choir Group C** arrives at **clinic location**
PM **Linn-Mar HS Choir Group C** participates in "Disney Sings" Workshop
(based on availability and acceptance)
PM Load motor coach; depart for the **Magic Kingdom**

- PM Dinner in the park (**\$15 Disney Dining Card Provided**)

- 9:45 PM Meet at the flagpole near the train station and City Hall in Main Street USA
10:00 PM Enjoy **Happily Ever After** (based on 2019 schedule)
10:30 PM Take the ferry over to bus parking at the Ticket & Transportation Center
11:00 PM Load motor coaches; depart for hotel

TUESDAY, MARCH 19

- 7:15 AM Enjoy breakfast at the hotel
8:15 AM Load motor coaches
8:30 AM Depart for **Disney's Animal Kingdom**
9:00 AM Enjoy the morning at **The Animal Kingdom!**
Disney storytelling comes to life in a kingdom alive with fun, wonder and adventure. Celebrate thrilling attractions, shows, the majesty of nature and the fascinating animals, real and imagined, that enrich our planet

Check-out: 'Pandora - The World of Avatar'

Pandora at Disney's Animal Kingdom brings a flight simulator based banshee attraction and boat ride through the landscape of Pandora. Explore the floating mountains, the unique plant life of Pandora (some of which you will be able to touch and interact with), and the Na'vi culture.

- PM Lunch in the park (student cost)
- 1:45 PM Load motor coaches
2:00 PM Depart for **Epcot**
Celebrate the fascinating cultures and numerous wonders of the world around you through dazzling shows, interactive experiences and amazing attractions. Marvel at the power of human imagination to set the spirits soaring
- PM Dinner in the park (**\$15 Disney Dining Cars Provided**)
- 9:00 PM View **IllumiNations: Reflections of Earth**
A spectacular nightly show filled with pyrotechnics, lasers, fire and fountains on World Showcase Lagoon. Accompanied by dazzling lighting effects projected onto the surrounding pavilions, this award-winning show depicts the history of earth and its people (based on 2019 show schedule)
- 9:30 PM Load motor coaches
9:45 PM Depart for hotel

WEDNESDAY, MARCH 20

- 8:00 AM Enjoy breakfast at the hotel
9:00 AM Check-out of hotel; load motor coaches
9:30 AM Depart for **Disney's Hollywood Studios**
10:00 AM Enjoy the day at **Hollywood Studios**

Step into the bright lights of show business. Suddenly, you're front row, center stage for powerful performances from the big screen, music, & TV!

Check-out: **"Rock 'n' Roller Coaster"** starring Aerosmith.: Are you ready to brave the L.A. freeways? Zoom from 0-60 mph with the force of a supersonic F-14, take in high-speed loops and turns synchronized to a specially recorded soundtrack and zip through Tinseltown in the biggest, loudest limo you've ever seen.

PM Lunch in the park (student cost)

Don't miss: **Twilight Zone Tower of Terror**

Brave the creepy facade of a once-glorious hotel for a jolt back in time. Board a phantom elevator, shoot up 13 stories and brace yourself for a thrilling plummet... but beware! The experience just got scarier. You rocket back up, only to plummet down yet again. You dare to ride once more, but wait! That's not what happened before. That's right, now the Tower is in control, so it's never the same fear twice

3:30 PM Load motor coaches; depart for **Sanford Airport**

PM **Boxed meal** delivered to Sanford Airport

Upon arrival Begin check-in process and head through security. **EVERYONE** needs to bring a picture ID along with his/her ticket. Keep them handy throughout check-in & security processing.

Anyone 18 years or older needs to have a state issued ID - even students.

- | | |
|----|---|
| PM | Charter groups (320) arrive at Orlando Sanford Airport |
| PM | Charter flights depart for Cedar Rapids Airport |
| PM | Charter groups arrive at Cedar Rapids Airport |



Administrative Regulations Regarding Excursions and Trips -- Request Form

Code 603.3-R2

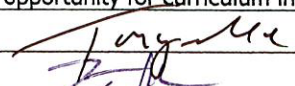

A written request for overnight excursions/trips must be submitted to the building principal not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized. The request will include: rationale for the excursion/trip, purpose and objectives, justification for an overnight excursion/trip *if applicable*, detailed plans for student supervision, complete itinerary, resource manual with emergency contact information and protocols, cost/budget/source of funding, list of participants and required paperwork. The district will be responsible for obtaining a substitute teacher if one is needed. Within three weeks of completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.

- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors

In authorizing excursions/trips, the 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.

Fieldtrip Criteria: The following checklist must be submitted for overnight excursions/trips with required documentation:

Group: Cheerleading Submitted by: Erin Taylor
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3		✓
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	✓	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	✓	
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	✓	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	✓	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.		✓
School Administrator Approval			Date	1/25/18
District Administrator Approval			Date	2/1/18
Board Approval			Date	2/14/18

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99

Reviewed: 7/11; 9/12; 9/13; 2/15

Revised: 1/0; 8/16

Request for Cheer Bowl Game Trip

Requestor: Erin Taylor, etaylor@linnmar.k12.ia.us

Date of Request: 1/24/2018

Date of Trip: Approx: 12/28/2018-1/3/2019 (Date set as soon a bowl game date announced)

Location of Trip: New Orleans, LA

Vender: WorldStrides Heritage Performance

Transportation: Charter bus to and from New Orleans, WorldStrides handles our transportation while in New Orleans

Hotel: TBD by WorldStrides

Participants: 10-12th Grade Cheerleaders(Approx 15-25), One Coach, Multiple parent chaperones

Cost: Approx \$1200 per cheerleader for hotel, meals, practices, and bowl game; Approx \$300 per participant for bus; If we send a \$1000 deposit by the end of February we receive a \$400 credit

Fundraiser: Poster Sponsors

Explanation: Linn-Mar cheer was invited to perform at a bowl game in New Orleans, LA for the 2018-2019 season. We have performed with WorldStrides Heritage two previous times. 2013-14 we went to the Sugar Bowl in New Orleans and 2015-16 we went to the TaxSlayer Bowl in Jacksonville. The two other times we have attended bowl games we have had such great experiences and the cheerleaders made life-long memories. None of the current cheerleaders were able to go on the previous trips because they were not old enough.

Sugar Bowl Performance Tour



WorldStrides OnStage
presents:

**Sugar Bowl
Performance Tour**
New Orleans, LA
Dec 2018- Jan 2019

Itinerary Overview

Day 1

- Arrive in New Orleans & hotel check-in
- Director's Meeting

Day 2

- Rehearsals
- Master Class with legendary head choreographer

Day 3

- Rehearsal
- Kick off the Sugar Bowl Parade
- Sightseeing during off-time
- Masquerade Ball Dinner Dance

Day 4

- Final Dress Rehearsals
- **Sugar Bowl Halftime Performance!**

Day 5

- Depart from New Orleans

Sugar Bowl

Package Inclusions

Bowl game inclusions:

- Performance in the Sugar Bowl halftime show
- Performance in the Sugar Bowl Parade
- Master class with legendary head choreographer
- Sugar Bowl game ticket
- Exclusive New Year's Eve Dinner & Dance Party
- Show costume
- Ground transportation to and from all included activities
- WorldStrides approved, student-friendly hotels
- Participation plaque for each group
- Director's gift
- Souvenir for every participant
- Three breakfasts and two lunches

Benefits of traveling with us:

- Access to our in-house team that can handle all travel logistics including air and bus arrangements
- Medical, accident, and dental insurance for all participants
- The industry's most extensive liability coverage
- Free professional development for directors
- Free academic credit for students

Optional group activities:*

- Mardi Gras World
- National D-Day/ WWII Museum
- French Quarter
- Preservation Hall
- Air Boat Swamp Tours
- Café du Monde

*Optional activities may require additional fees. Contact your Event Selection Advisor for detail

Price per person in US dollars*

	Quad room	Triple room	Double room	Single room
4 nights	\$1,190	\$1,311	\$1,555	\$2,284
5 nights	\$1,282	\$1,434	\$1,737	\$2,649

* Updated 11.02.17 Pricing subject to change.



Administrative Regulations Regarding Excursions and Trips -- Request Form

Code 603.3-R2

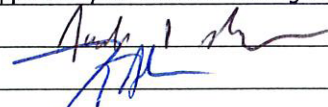
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- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors

In authorizing excursions/trips, the 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.

Fieldtrip Criteria: The following checklist *must be* submitted for overnight excursions/trips with required documentation:

Group: Robotics (K.C.) Submitted by: Dan Niemitalo
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3	2	
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	2	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	2	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	2	
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	2	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	2	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	2	
School Administrator Approval			Date	2/15/17
District Administrator Approval			Date	2/17/18
Board Approval			Date	

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99

Reviewed: 7/11; 9/12; 9/13; 2/15

Revised: 1/0; 8/16

Purpose of Field Trip

Linn-Mar Robotics Mission Statement:

Empowering students to become technology leaders through experiential learning and mentorship.

Our team's activities flow from our mission statement. This competition trip meets our goals in a variety of ways.

- Interact with our local group of teams and supporters. This is our best chance to interact with the growing FIRST Robotics Competition (FRC) community in Iowa. We expect opportunities to interact with a variety of team members, sponsors and STEM supporters who are active in Iowa. We also expect an absolutely outstanding field of teams, including both a strong group of Iowa teams and a bunch of teams from out of state that we know are good from past experience.
- Provide students with experiences that are similar in many ways to the business world; that includes communicating in a professional manner with people from other organizations, solving problems on a tight time table, using technical knowledge in a high pressure situation, looking for best practices within other organizations, marketing our team and our "product" to other organizations, and more.
- Practice leadership in a variety of settings within the competitions; that includes leading the scouting effort, leading the drive team, organization the pits, acting as a safety captain, and more.
- Practice many of the relevant technical and non-technical skills we have been working on in LM Robotics, including troubleshooting, programming, problem solving, communication, and data management.
- Attempt to advance to the FIRST World Championship in April 2018 in Detroit. Attending this event would be a very inspiring opportunity for all students involved.

Pre-Planning

Every student will be assigned one or more roles prior to the trip. These role descriptions include preparation that is to be done prior to the trip. All of the roles include a follow-up component, such as reporting to the team on best practices learned from other teams.

Roles have been provisionally assigned (attached), but in the coming weeks we will refine these roles as the competition approaches.

Assessment

The trip will be assessed in multiple ways. The competitive success of the team is one such measure; we hope to rank highly enough to be alliance captains, then advanced through elimination rounds and win the tournament.

After we return from the event, we will have a significant debriefing meeting with the team. Students in the various roles will discuss their findings, and we will create a list of resulting tasks to be done.

One of the benefits of this event is that it can inform our future work. We will use what we learn on this trip to direct our FRC team's workload in the coming weeks and months.

Follow-Up

This is our first official FRC event of the 2018 season. After this event, in the 10 days or so leading up to our second regional event in Cedar Falls, we will be very busy improving our practices to reach better competitive heights.

Some possible areas for improvement between competitions:

- Improve our scouting system - better data flow between scouts and drive team
- Improve mechanisms
- Improve autonomous software
- Adapt our match strategy to an evolving game (level of play increases each week)
- Add polish to our Chairman's Award presentation and interview
- Improve our pit setup to ensure safety and maximize productivity
- Richer student interactions with the various groups of other people at the event

Funding – Travel

Travel expenses (approx \$275 per students) are paid for by students' families. The trip is optional, and we will explore scholarship possibilities if students have a financial need and want to attend.

Projected expenses are as follows:

Hotel Rooms (7 rooms): \$105 + tax x 7 rooms x 3 nights	\$2300
Van rentals (4 vans x 4 days):	\$950
Van & Truck gas:	\$350
Group lunch / breakfast food / stadium pizza for group	\$250
Approximate Total:	\$3250

With approximately 14 students attending, this puts the cost per student at approximately \$275 per student. Students will pay for the costs before the trip. Students will also be responsible for bringing money along for two supper meals and a lunch meal (approximately \$40).

Travel is funded primarily by by students' families and paid out of the LM Robotics travel account.

Funding – Other Expenses

The registration fees (\$4,000) and materials costs related to this event are paid out of the LM Robotics general budget.

LM Robotics' general budget (HS clubs account 21.3209.1900.950.7426) is funded in a variety of ways:

- Donations and grants from businesses and non-profit organizations
- Donations from individual families and mentors
- Student member dues to purchase shirts
- LM Booster Club support
- Fundraising through summer robotics and Lego camps

Common Experience

The competitions are the most exciting and energizing parts of our endeavors. These competitions motivate students to work very hard and achieve some impressive things. Often when students come back from their very first competition, they come back with a higher level of motivation and go on to become stronger contributors. Also, competitions give them some experiences that they don't get in the shop. For example, they work cooperatively with allies from other schools even as they compete with them (FIRST refers to this highly workplace-relevant dynamic as "coopertition"). They act as ambassadors to introduce spectators to FIRST and its goals and principles. They give their award presentations to judge panels. They work to solve tricky unexpected problems in the very short time available – often just minutes.

FIRST emphasizes an ethos of Gracious Professionalism at all meetings and events related to FIRST. Students and mentors are expected to behave professionally, but also to relate in a friendly and helpful way to everybody, including competitors. It is common to see one team helping another team at events, even if they know they will face each other in the next match. The goal is for everybody to compete at an increasingly high level. Gracious Professionalism is a standard of behavior that will serve students very well when they become technology leaders.

Multi-Disciplinary:

The students will use and be exposed to many different STEM skills on any robotics trip; those include mechanical design, programming, and electronics. Beyond the many STEM skills, they also put their communication, leadership, and interpersonal skills to the test. The scouting team organizes itself complete a marathon of data collection, and then they have to organize and disseminate that data using a combination of paper, face to face communication, excel, and android app use. The drive team has to assert itself tactfully to advocate for the best strategies for our team and for our entire alliances, even when the alliance partners may sometimes start off with dearly held, yet suboptimal strategic plans. The pit crew must work safely yet quickly and effectively to keep the robot running even when they have only minutes to work. The software team has to keep their cool and maintain their creativity as they tackle vexing bugs that pop up at the least convenient times. Business oriented members of the team will focus partly on scouting other team's organizational and business practices with plans to share ideas with our team later on. ALL students will be required to frequently practice effective communication with people they don't know.

2018 Heartland Regional Trip Itinerary
FIRST Robotics Regional Competition
Kansas City, MO

<p>Thursday, 03/08/18</p> <p>8:00 AM Drop off bags in LMR shop Before 1 PM: Eat lunch at school 1:00 PM Dismiss after 3rd block, load vans 1:30 PM Depart from LMHS 4:30 PM Arrive at hotel 6 PM - 8 PM Load-in at venue (5 team reps) 6:00 PM Eat supper near hotel 8:00 PM Swim / prepare scouting / etc 10:30 PM In rooms 11:00 PM Lights out</p> <p>Friday, 03/09/18</p> <p>7:45 AM Breakfast at Hotel 8:15 AM Leave Hotel 8:30 AM Arrive at Arena Registration Maintenance Pits open Robot Inspection 9:00 AM Driver's Meeting 11:00 AM Lunch at arena 12:00 PM Practice Matches Begin 6:30 PM Practice Matches End 7:00 PM Supper near hotel (tentatively) 8:00 PM Pits close (we may leave earlier) 9:00 PM Team meeting 10:30 PM In rooms 11:00 PM Lights Out</p>	<p>Saturday, 03/10/18</p> <p>7:15 AM Breakfast at hotel 7:45 AM Leave hotel 8:00 AM Arrive at Arena Pits Open 8:30 AM Opening Ceremonies 9:00 AM Qualifier Matches begin 12:00 PM Lunch in arena 5:45 PM Awards ceremony, Pits Close 6:15 PM Back to hotel after awards 7:00 PM Pizza at hotel 8:00 PM Scouting meetings 10:30 PM In rooms 11:00 PM Lights out</p> <p>Sunday, 03/11/18</p> <p>8:00 AM Check Out + Breakfast at hotel 8:30 AM Leave hotel 8:00 AM Arrive at arena 9:30 AM Opening Ceremonies 10:00 AM Qualifier Matches Resume 12:15 AM Alliance Selections for Finals 12:30 PM Lunch in arena 1:30 PM Final Rounds 4:30 PM Awards Ceremony 6:00 PM Bag Robot, load vans 6:30 PM Pits Close 7:00 PM Supper on the road 11:00 PM Arrive back at LMHS</p>
<p>Hotel</p> <p>Comfort Inn & Suites Kansas City - Northeast 7300 NE Parvin Road Kansas City, MO, US, 64117 (816) 454-3500</p>	<p>Arena</p> <p>Metropolitan Community College - Business and Technology Campus 1775 Universal Avenue Kansas City, MO 64120 USA</p>
<p>Transportation Travel via rental vans from Enterprise</p>	<p>Coach Contact Info Dan Niemitalo: 319-400-2730</p>



2018 REGIONAL SCHEDULE

HEARTLAND REGIONAL

Competition Schedule

Thursday, March 8, 2018	
6:00PM-8:00PM	5 Team Reps to Load In

Friday, March 9, 2018	
7:45AM	5 Team Reps to Load In
8:30AM	Pits, Machine Shop, Registration and Inspection Open
9:00AM-11:00AM	Driver's Meeting, Field Open for Measurement and Calibration
11:00AM-12:00PM	Lunch
12:00PM-6:30PM	Practice Matches
8:00PM	Pits and Machine Shop Close

Saturday, March 10, 2018	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:00PM	Qualification Matches
12:00PM-1:00PM	Lunch
1:00PM-5:45PM	Qualification Matches
5:45PM-6:15PM	Awards Ceremony
~6:30PM**	Pits and Machine Shop Close immediately following Awards Ceremony

Sunday, March 11, 2018	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:15PM	Qualification Matches
12:15PM-12:30PM	Alliance Selections
12:30PM-1:30PM	Lunch
1:30PM-4:30PM	Playoff Matches
4:30PM-6:00PM	Awards Ceremony
6:30PM	Pits Close

Activities Schedule

Thursday, March 8, 2018	
6:00PM-7:00PM	New Volunteer Meeting

Friday, March 9, 2018	
8:30AM-7:00PM	FIRST Store Open
9:00AM-4:00PM	MCC-BT Tours

Saturday, March 10, 2018	
8:15AM	Senior Parade – Walk with Colleges
9:00AM-12:00PM	FIRST LEGO League, Jr. Expo
9:00AM-4:00PM	Ambassador Tours
9:00AM-4:00PM	MCC-BT Tours
9:00AM-5:00PM	FIRST LEGO League and FIRST Tech Challenge Demonstrations
9:00AM-5:00PM	Scholarship & Sponsorship Row & FIRST Store Open
11:45AM-12:45PM	SWE Luncheon
5:45PM	Mentor Parade

Sunday, March 11, 2018	
6:00AM-8:00AM	Team Social
8:15AM	Mascot Parade
9:00AM-12:00PM	FIRST LEGO League, Jr., FIRST LEGO League, FIRST Tech Challenge Demonstrations
9:00AM-3:00PM	FIRST Store Open

**Schedule subject to change. All times are estimated based on flow of rounds.
See Pit Administration table for updated times.



Administrative Regulations Regarding Excursions and Trips -- Request Form

Code 603.3-R2

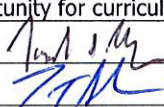
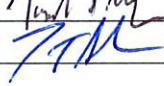
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In authorizing excursions/trips, the principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent 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.

Fieldtrip Criteria: The following checklist must be submitted for overnight excursions/trips with required documentation:

Group: Robotics (C.F.) Submitted by: Dan Niemitalo
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School Administrator Approval		 Date	2/5/17	
District Administrator Approval		 Date	2/7/18	
Board Approval		Date		

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99

Reviewed: 7/11; 9/12; 9/13; 2/15

Revised: 1/0; 8/16

Purpose of Field Trip

Linn-Mar Robotics Mission Statement:

Empowering students to become technology leaders through experiential learning and mentorship.

Our team's activities flow from our mission statement. This competition trip meets our goals in a variety of ways.

- Interact with teams from the Kansas City area and beyond. The group of teams that attend regionals in Kansas City is a great group that includes some world class teams. We expect opportunities to interact with a variety of team members, sponsors and STEM supporters who are active in Iowa. We also expect an absolutely outstanding field of teams, including both a strong group of Iowa teams and a bunch of teams from out of state that we know are good from past experience.
- Provide students with experiences that are similar in many ways to the business world; that includes communicating in a professional manner with people from other organizations, solving problems on a tight time table, using technical knowledge in a high pressure situation, looking for best practices within other organizations, marketing our team and our "product" to other organizations, and more.
- Practice leadership in a variety of settings within the competitions; that includes leading the scouting effort, leading the drive team, organization the pits, acting as a safety captain, and more.
- Practice many of the relevant technical and non-technical skills we have been working on in LM Robotics, including troubleshooting, programming, problem solving, communication, and data management.
- Attempt to advance to the FIRST World Championship in April 2018 in Detroit. Attending this event would be a very inspiring opportunity for all students involved.

Pre-Planning

Every student will be assigned one or more roles prior to the trip. These role descriptions include preparation that is to be done prior to the trip. All of the roles include a follow-up component, such as reporting to the team on best practices learned from other teams.

Roles have been provisionally assigned (attached), but in the coming weeks we will refine these roles as the competition approaches.

Assessment

The trip will be assessed in multiple ways. The competitive success of the team is one such measure; we hope to rank highly enough to be alliance captains, then advanced through elimination rounds and win the tournament.

After we return from the event, we will have a significant debriefing meeting with the team. Students in the various roles will discuss their findings, and we will create a list of resulting tasks to be done.

One of the benefits of this event is that it can inform our future work. We will use what we learn on this trip to direct our FRC team's workload in the coming weeks and months.

Follow-Up

This is our second official FRC event of the 2018 season. After this event, we hope to be qualified for the FIRST World Championship in Detroit. If so, in the weeks leading up to that event, we will be very busy improving our practices to reach better competitive heights.

Some possible areas for improvement between competitions:

- Improve our scouting system - better data flow between scouts and drive team
- Improve mechanism (ball shooter, ball feeding mechanism, gear holder)
- Improve autonomous software (shot accuracy, timing, different modes)
- Adapt our match strategy to an evolving game (level of play increases each week)
- Add polish to our Chairman's Award presentation and interview
- Improve our pit setup to ensure safety and maximize productivity
- Richer student interactions with the various groups of other people at the event

After the competition season, we have different types of items to focus on. Some examples:

- Prepare for summer camps (design the challenges, line up volunteers, prepare equipment, etc)
- Develop new offseason training
- Work on offseason projects such as a new drive train or manipulator arm
- Develop new software, such as vision tracking software
- Create new connections with organizations in the community
- Prepare for demonstrations in the community

Funding – Travel

Travel expenses (approx \$250 per students) are paid for by students' families. The trip is optional, and we will explore scholarship possibilities if students have a financial need and want to attend.

Projected expenses are as follows:

Hotel Rooms (7 rooms): \$109 + tax x 7 rooms x 2 nights	\$1700
Van rentals (4 vans x 4 days):	\$950
Van & Truck gas:	\$350
Group lunch / breakfast food / stadium pizza for group	\$250
Approximate Total:	\$3250

With approximately 13 students attending, this puts the cost per student at approximately \$250 per student. Students will pay for the costs before the trip. Students will also be responsible for bringing money along for two supper meals and a lunch meal (approximately \$40).

Travel is funded primarily by by students' families and paid out of the LM Robotics travel account.

Funding – Other Expenses

The registration fees (\$5,000) and materials costs related to this event are paid out of the LM Robotics general budget.

LM Robotics' general budget (HS clubs account 21.3209.1900.950.7426) is funded in a variety of ways:

- Donations and grants from businesses and non-profit organizations
- Donations from individual families and mentors
- Student member dues to purchase shirts
- LM Booster Club support
- Fundraising through summer robotics and Lego camps

Common Experience

The competitions are the most exciting and energizing parts of our endeavors. These competitions motivate students to work very hard and achieve some impressive things. Often when students come back from their very first competition, they come back with a higher level of motivation and go on to become stronger contributors. Also, competitions give them some experiences that they don't get in the shop. For example, they work cooperatively with allies from other schools even as they compete with them (FIRST refers to this highly workplace-relevant dynamic as "coopertition"). They act as ambassadors to introduce spectators to FIRST and its goals and principles. They give their award presentations to judge panels. They work to solve tricky unexpected problems in the very short time available – often just minutes.

FIRST emphasizes an ethos of Gracious Professionalism at all meetings and events related to FIRST. Students and mentors are expected to behave professionally, but also to relate in a friendly and helpful way to everybody, including competitors. It is common to see one team helping another team at events, even if they know they will face each other in the next match. The goal is for everybody to compete at an increasingly high level. Gracious Professionalism is a standard of behavior that will serve students very well when they become technology leaders.

Multi-Disciplinary:

The students will use and be exposed to many different STEM skills on any robotics trip; those include mechanical design, programming, and electronics. Beyond the many STEM skills, they also put their communication, leadership, and interpersonal skills to the test. The scouting team organizes itself complete a marathon of data collection, and then they have to organize and disseminate that data using a combination of paper, face to face communication, excel, and android app use. The drive team has to assert itself tactfully to advocate for the best strategies for our team and for our entire alliances, even when the alliance partners may sometimes start off with dearly held, yet suboptimal strategic plans. The pit crew must work safely yet quickly and effectively to keep the robot running even when they have only minutes to work. The software team has to keep their cool and maintain their creativity as they tackle vexing bugs that pop up at the least convenient times. Business oriented members of the team will focus partly on scouting other team's organizational and business practices with plans to share ideas with our team later on. ALL students will be required to frequently practice effective communication with people they don't know.

2018 Iowa Regional Trip Itinerary
FIRST Robotics Competition (FRC)
Cedar Falls, IA

<p>Wednesday, 03/21/18 (no overnight Wednesday) (evening equipment drop off only)</p> <p>6:00 PM Depart for Cedar Falls (5 people) 7:00 PM Unload equipment at venue 8:00 PM Depart for LMHS 9:00 PM Arrive back at LMHS</p> <p>Thursday, 03/22/18</p> <p>6:45 AM Meet at LMHS Shop (Door 5B) 7:15 AM Depart from LMHS 8:30 AM Arrive at Arena Registration Maintenance Pits open Robot Inspection 9:00 AM Driver's Meeting 11:00 AM Lunch at arena 12:00 PM Practice Matches Begin 6:30 PM Practice Matches End 7:00 PM Supper near hotel (tentatively) 8:00 PM Pits close (we may leave earlier) 9:00 PM Team meeting 10:30 PM In rooms 11:00 PM Lights Out</p>	<p>Friday, 03/23/18</p> <p>7:00 AM Breakfast at hotel 7:30 AM Leave hotel 8:00 AM Arrive at Arena Pits Open 8:30 AM Opening Ceremonies 9:00 AM Qualification Matches begin 12:00 PM Lunch in arena 5:45 PM Awards ceremony, Pits Close 7:00 PM Pizza at hotel 8:00 PM Scouting meetings 10:30 PM In rooms 11:00 PM Lights out</p> <p>Saturday, 03/24/18</p> <p>7:00 AM Check Out + Breakfast at hotel 7:30 AM Leave hotel 8:00 AM Arrive at arena, pits open 8:30 AM Opening Ceremonies 9:00 AM Seeding Matches Resume 12:15 AM Alliance Selections for Finals 12:30 PM Lunch in arena 1:30 PM Final Rounds 4:30 PM Awards Ceremony 6:00 PM Bag Robot, load vans 6:30 PM Pits close, Depart for home 6:45 PM Supper on the road 9:00 PM Arrive back at LMHS</p>								
<p>Hotel Comfort Suites 7402 Nordic Drive, Cedar Falls, IA (319) 273-9999</p>	<table> <tr> <td>Competition Arena</td><td>Pit Areas</td></tr> <tr> <td>McCleod Center</td><td>UNI Dome</td></tr> <tr> <td>2501 Hudson Road</td><td>2401 Hudson Road</td></tr> <tr> <td>Cedar Falls, IA</td><td>Cedar Falls, IA</td></tr> </table>	Competition Arena	Pit Areas	McCleod Center	UNI Dome	2501 Hudson Road	2401 Hudson Road	Cedar Falls, IA	Cedar Falls, IA
Competition Arena	Pit Areas								
McCleod Center	UNI Dome								
2501 Hudson Road	2401 Hudson Road								
Cedar Falls, IA	Cedar Falls, IA								
<p>Transportation Travel via rental vans from Enterprise</p>	<p>Coach Contact Info Dan Niemitalo: 319-400-2730</p>								



2018 REGIONAL SCHEDULE

IOWA REGIONAL

Competition Schedule

Wednesday, March 21, 2018	
6:30PM-8:30PM	5 Team Reps to Load In and Set Up Pits

Thursday, March 22, 2018	
7:45AM	5 Team Reps to Load In and Set Up Pits
8:30AM	Pits, Machine Shop, Registration and Inspection Open
9:00AM-11:00AM	Driver's Meeting, Field Open for Measurement and Calibration
11:00AM-12:00PM	Lunch
12:00PM-6:30PM	Practice Matches
8:00PM	Pits and Machine Shop Close

Friday, March 23, 2018	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:00PM	Qualification Matches
12:00PM-1:00PM	Lunch
1:00PM-5:45PM	Qualification Matches
5:45PM-6:15PM	Awards Ceremony
~6:30PM**	Pits and Machine Shop Close immediately following Awards Ceremony

Saturday, March 24, 2018	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:15PM	Qualification Matches
12:15PM-12:30PM	Alliance Selections
12:30PM-1:30PM	Lunch
1:30PM-4:30PM	Playoff Matches
4:30PM-6:00PM	Awards Ceremony
6:30PM	Pits Close

Activities Schedule

Thursday, March 22, 2018	
1:00PM-4:00PM	Scholarship Row

Friday, March 23, 2018	
10:00AM-4:00PM	FIRST LEGO League Demonstration
10:00AM-4:00PM	FIRST Tech Challenge Demonstration
10:00AM-4:00PM	Scholarship Row
11:00AM-1:00PM	Invited Guest Event
6:30PM-9:00PM	Team Social

Saturday, March 24, 2018	
9:30AM-11:30AM	FIRST LEGO League Jr. Expo
10:00AM-1:30PM	FIRST LEGO League Demonstration
10:00AM-1:30PM	FIRST Tech Challenge Demonstration
9:00AM-2:00PM	Scholarship Row

***Schedule subject to change. All times are estimated based on flow of rounds.*

See Pit Administration table for updated times.



Administrative Regulations Regarding Excursions and Trips -- Request Form

Code 603.3-R2

A written request for overnight excursions/trips must be submitted to the building principal not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized. The request will include: rationale for the excursion/trip, purpose and objectives, justification for an overnight excursion/trip *if applicable*, detailed plans for student supervision, complete itinerary, resource manual with emergency contact information and protocols, cost/budget/source of funding, list of participants and required paperwork. The district will be responsible for obtaining a substitute teacher if one is needed. Within three weeks of completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.

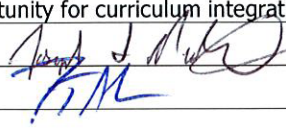
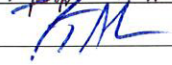
- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors

In authorizing excursions/trips, the 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.

Fieldtrip Criteria: The following checklist must be submitted for overnight excursions/trips with required documentation:

Group: Future Business Leaders of America
(Examples: Robotics, FBLA, etc.)

Submitted by: Dana Lampe
(Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3	X	
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this excursion/trip is an initial common experience or a culminating experience.	X	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	✓	
Funding	Required	A source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3	X	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	✓	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	✓	
School Administrator Approval			Date	2/6/18
District Administrator Approval			Date	2/8/18
Board Approval			Date	

Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Adopted: 2/99

Reviewed: 7/11; 9/12; 9/13; 2/15

Revised: 1/0; 8/16



Inspire Learning. Unlock Potential. Empower Achievement.

February 1

Jeffrey M. Gustason, Ph.D.
Principal

Kimberly Buelt
9/10 Associate Principal

Phil Eastman
9/10 Dean of Students

Sheryl Cline
9/10 School Counselor

Greg Hall
9/10 School Counselor

Pete Martin
9/10 School Counselor

Joe Nietert
11/12 Associate Principal

Chris Robertson
11/12 Dean of Students

David Kennedy
11/12 School Counselor

Elizabeth Kreher
11/12 School Counselor

Jennifer Thurston
11/12 School Counselor

Steve Goodall
LRC Associate Principal

Todd Goodell
Academic Success Counselor

David Brown
Athletic Director

Tonya Moe
Associate A.D.

Kevin McCauley
Student Assistance Counselor

Lisa Mooney
Student Assistance Counselor

Janessa Walters
Student Assistance Counselor

Dear Dr. Gustason

Linn-Mar FBLA would like to participate in this year's Iowa State Leadership Conference. The conference is held on Thursday, March 15 and ends on Saturday, March 17. The conference is held at the Coralville Marriott. This conference is the culmination of the work, learning and experience of the students in FBLA. Students compete in events against other state chapters to determine who will be eligible to advance to the National Conference. This three day, two night, event will allow students to showcase their ability in many areas of business and highlight the learning that has occurred in a combination of classes, conferences, and experiences in our high school.

We currently have 17 students signed up and beginning their preparation for their events (See registration form). Some have projects that are due already on February 15. Arnav Bhushan is applying to run for State Secretary. He has been sent his study guide in order to test for the State Officer position. He must pass with a 75% or better to be allowed to run. Once it is identified that he passed, he will begin to work on his campaign speech and campaign booth.

I will be attending the conference in two capacities, 1) as the coordinator of the conference and 2) a Linn-Mar adviser. I will leave for the conference on Wednesday, March 14 as the State Committee and State Officer convene for conference preparations. Barb Schult and Bill Hoefle will also be in attendance as advisers. The students will depart the school Thursday evening at 3:00 via school bus with Mr. Hoefle. Mr. Hoefle and Ms. Schult will help to check in the students and pick up their registration information. Mr. Hoefle and the students will return from the conference approx. 3:30 Saturday afternoon.

Each student is to submit the FBLA Parent/Guardian Medical Release form. Since the conference is during Spring Break, they will not need to turn in a Field Trip Advanced Make-up Form.

Students are required to check in with Mr. Hoefle and Ms. Schult on a regular basis. If they leave the conference center, they are to let the advisers know where they are going, who they are going with and when they will be back. Students are required to be in groups, the buddy system. Curfew is at 11:30 pm both Thursday and Friday. Advisers will check on students to make sure they are in their rooms by curfew. The rule is they are to stay in their rooms until the morning. If a student breaks the Code of Conduct, their parents will be called and asked to come pick up their child.

The schedule for the conference is attached and so is the Registration form. Please take a look at the Registration form to see the types of events our students are signed up for. These kids amaze me! Students who place in the top 6 will have the opportunity to attend Nationals in Baltimore June 27-July 1.

I hope you find this information satisfactory

Dana Lampe
FBLA Adviser

Overnight Field Trip Request Form

FBLA – State Leadership Conference 2018 – March 15-17

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

To attend the Iowa Future Business Leaders of America State Leadership Conference March 15-17 at the Coralville Marriott Conference Center. This conference is the culmination of the work, learning and experience of the students in FBLA. Students compete in events against other state chapters to determine who will be eligible to advance to the National Conference. This three day, two night, event will allow students to showcase their ability in many areas of business and highlight the learning that has occurred in a combination of classes, conferences, and experiences in our high school.

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

The experiences in their core and elective classes, along with the regular meetings in FBLA and other conferences, will be good preparation for the skills necessary to do well at the conference. We have also provided preparatory sessions in test taking and presentation that will allow our students to excel at the conference. Students will attend group and individual sessions and sought out mentor relationships with current or former business owners who have provided valuable insight to evaluate presentations or tests to help them do well in their competitions. The advisers and officers are present at these sessions and have input to help the students achieve to the best of their ability.

A parent meeting is set for Thursday March 1. Parents are also asked to volunteer their time at the conference. Each parent is sent the Parent Help Form. In addition to parent help, former Linn-Mar FBLA students are asked to volunteer, either with event preparation or at the conference. They are sent an Alumni Volunteer Form.

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

Students who place and qualify for the National Conference immediately begin to modify/prepare for the conference by looking at the scores/critique of the judges at State Conference with the help of the advisers. These students who plan to attend the National conference will attend the NLC Prep Day on June 2, where they will meet with local business partners to help prepare for the national competition. Those who do not qualify for National Conference and are eligible for next year, begin preparing and modifying for the experience the following year.

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

Competitions are graded at the State Conference by local business people and the standard assessment from the national FBLA guidelines. Students receive their scores and explanation of that grade in writing from the judges. After every competition, many judges make recommendations for review. Students will use these to better their presentation/test for the National Conference.

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

Cost for the conference are \$165.00 (see below). Students have been asked to pay \$50. Restaurant partnerships and donations from local businesses in addition to Booster Club funds, help pay a portion of the registration costs. We have never turned down a student who could not afford the conference if they were interested.

Student Fees

Registration	\$90.00
Lodging	\$68.00
Regional Test Fee	\$7.00
TOTAL	\$165.00

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

All students are competing in events in which they have interest, knowledge, experience and learning from life and school. They get to experience “real life” situations that will better prepare them for the business world. They also will participate in the campaign, election, installation of their state officers. This year, sophomore Arnav Bhushan is running for State Secretary. The students will help to cover his campaign booth and support him with the campaign process.

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

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

2018 IOWA FBLA STATE LEADERSHIP CONFERENCE

Tentative Event Schedule

WEDNESDAY, March 14

3:00 -6:00 p.m.	State Officers' Meeting	Borlaug
7:00 p.m.	President's VIP Appreciation Dinner (By invitation only)	Duke Slater

THURSDAY, March 15

8:00 a.m.-1:00 p.m.	State Officers' Meeting	Suite
2:00 - 4:30 p.m.	Registration (pick up name badges and program)	Exhibit Hall Reception Desk

Written Test Events Session 1		
5:30 - 6:45 p.m.	Individual Written Tests	Exhibit Hall
5:45 - 7:00	Team Written Tests	Coral Salon A and B

5:30 - 6:00	Mobile Application Development (O)	Wallace
5:30 - 8:00	Impromptu Speaking Prep	Benson
5:30 - 8:00	Impromptu Speaking	Chapman
5:30 - 8:15	Job Interview Preliminary 1	Wilson
5:30 - 8:15	Job Interview Preliminary 2	Kirkwood
5:30 - 8:15	Job Interview Preliminary 3	Van Allen
5:30 - 7:00	Business Financial Plan (O)	Borlaug
6:00 - 8:00	Computer Game & Simulation Program (O)	Clark
6:00 - 7:00	Creed (O)	Slater
5:30 - 7:30	Public Speaking (O)	Wood
6:15 - 7:15	3D Animation (O)	Wallace
6:30 - 8:30	Adviser Meeting	Oakdale Salon II
7:00 - 8:15	Partnership with Business (O)	Borlaug
7:30 - 8:15	Coding & Programming (O)	Wallace

Written Test Events Session 2		
7:00 - 8:15 p.m.	Individual Written Tests	Exhibit Hall
7:15 - 8:30	Team Written Tests	Coral Salon A & B

8:45 - 9:15	General Opening Session (Chapter T-Shirts & Jeans) Introduction of State Officers Introduction of FBL Candidates Introduction of Who's Who Candidates	Exhibit Hall
9:15 - 11:00	Dance (Blue Jeans for Babies)	Coral Ballroom

11:30 p.m. Curfew

Friday, March 16

7:00 - 7:45 a.m.	Campaign Booth & Chapter Exhibit Set Up	Ballroom Foyer
7:15 - 7:45	State Officer Candidate Stage Practice	Exhibit Hall
8:00 - 9:30	General Session Installation of New Chapters Nomination/Acceptance Speeches	Exhibit Hall

9:30 - 11:30	Hospitality Management Prep	Oakdale Salon III
9:30 - 11:30	Hospitality Management	Oakdale Salon I
9:30 - 11:30	Entrepreneurship Prep	Oakdale Salon III
9:30 - 11:30	Entrepreneurship	Oakdale Salon II
9:30 - 12:30	Job Interview Finals	Van Allen
9:30 - 3:00	Digital Video (O)	Duke Slater
9:30 - 5:30	Graphic Design (O)	Chapman
9:30 - 6:00	Website Design (O)	Clark
10:00- 11:30	NLC T-Shirt Design & Promotion	Coral Salon A & B
10:00- 11:00	Management Info Systems Prep	Oakdale Salon III
10:00- 11:00	Management Info Systems	Oakdale Salon IV
10:00- 12:00	Global Business Prep	Oakdale Salon III
10:00- 12:00	Global Business	Oakdale Salon V
10:45 - 1:00	E-Business (O)	Wallace
10:00- 2:00	Publication Design (O)	Borlaug
10:00 - 2:00 p.m.	Campaign Booths & Chapter Exhibit Open	Ballroom Foyer
10:00- 2:30	Business Ethics (O)	Benson
10:00- 3:00	Intro to Business Presentation (O)	Kirkwood
10:00- 3:00	ROTC Challenge	Coral Salon C, D, E
10:30- 11:45 a.m.	Written Test Events Session 3 All Individual Written Tests	Exhibit Hall
10:30- 3:00	Public Service Announcement (O)	Wood
10:30- 5:30	Social Media Campaign (O)	Wilson
11:00- 2:00	Advisers' /Judges' Luncheon (Come & go as your schedule allows)	2 nd Floor Commons
12:00- 1:15 p.m.	Written Test Events Session 4 All Individual Written Tests	Exhibit Hall
12:00- 1:30	NLC Pin Design & Promotion	Coral Salon A & B
12:00- 2:00	Management Decision Making Prep	Oakdale Salon III
12:00- 2:00	Management Decision Making	Oakdale Salon I
12:00- 2:00	Marketing Prep	Oakdale Salon III
12:00- 2:00	Marketing	Oakdale Salon II
12:30- 2:30	Network Design Prep	Oakdale Salon III
12:30- 2:30	Network Design	Oakdale Salon IV
12:30- 2:00	Help Desk Prep	Oakdale Salon III
12:30- 2:00	Help Desk	Oakdale Salon V
1:30 - 2:45 p.m.	Written Test Events Session 5 All Individual Written Tests	Exhibit Hall
1:30 - 5:00	Community Service Project (O)	Wallace
2:00 - 4:00	Parliamentary Procedure Prep	Oakdale Salon III
2:00 - 4:00	Parliamentary Procedure	Van Allen
2:00 - 2:45	Battle of the Chapters Advanced (O)	Coral Salon A & B
2:30 - 4:30	Banking & Financial Systems Prep	Oakdale Salon III
2:30 - 4:30	Banking & Financial Systems	Oakdale Salon II
2:00 - 4:00	Sports & Entertainment Manag. Prep	Oakdale Salon III
2:00 - 4:00	Sports & Entertainment Management	Oakdale Salon IV
2:00 - 5:30	Emerging Business Issues (O)	Borlaug
3:00 - 3:45	Battle of the Chapters (O)	Coral Salon A & B

3:00 - 4:00	Dismantle Campaign Booths & Chapter Exhibits	Ballroom Foyer
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3:00 - 4:15 p.m.	Written Test Events Session 6 All Individual Written Tests	Exhibit Hall
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4:00 - 5:00	Vocabulary Relay Advanced (O)	Oakdale Salon IV & V
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4:00 - 5:00	Spelling Relay (O)	Oakdale Salon I & II
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5:15 - 6:15	Vocabulary Relay (O)	Oakdale Salon IV & V
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5:15 - 6:15	Spelling Relay Advanced (O)	Oakdale Salon I & II
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6:45 p.m.	Doors open for Banquet Seating	Exhibit Hall
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7:00 - 9:00	Banquet Program	Exhibit Hall
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9:00 - 9:30	Change to T-Shirt & Jeans	
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9:30 -	Hypnotist	Coral Grand Ballroom
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11:30 p.m.	Curfew	
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Saturday, March 17

8:00 - 11:00	Broadcast Journalism (O)	Chapman
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8:00 - 11:00	Sales Presentation (O)	Duke Slater
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8:00 - 9:30	Business Plan (O)	Borlaug
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8:00 - 11:30	Intro to Public Speaking (O)	Benson
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8:00 - 11:30	Client Service Prep	Wilson
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8:00 - 11:30	Client Service	Van Allen
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8:00 - 11:45	Local Chapter Exhibit (O)	Clark
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8:30 - 10:30	Future Business Leader	Kirkwood
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8:30 - 10:30	American Enterprise Project (O)	Wood
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8:30 - 11:00	Electronic Career Portfolio (O)	Wallace
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9:00 - 10:00	March of Dimes Mini Walk	River Walkway
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10:30 - 11:30	Delegate Assembly (All Members)	Coral Grand
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		Ballroom
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11:30 - 12:30	Newly-elected and Past Officers meet with Ms. Mojeiko	2nd Floor Commons
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1:00 p.m.	Awards Assembly	Coral Grand
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		Ballroom
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FBLA State Conference Expenses 2018

Registration	\$90.00
Lodging	\$68.00
Regional Test Fee	\$7.00
<u>TOTAL</u>	<u>\$165.00</u>

We are expecting that the money from the Booster Club and the fundraising the students have done will cover approx. \$115 of the costs. Students are asked to pay \$50.



Excursions and Trips Request Form

Code 603.3-R2

Date Request Received by CFO/COO: _____

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

Purpose	Required	Description	Completed
Purpose	Required	Purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	✓
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	✓
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓ ?
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	✓ ?
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	✓
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	
Building Principal Approval		<u>Kim Bueh</u>	Date <u>2-7-18</u>
Chief Financial/Operating Officer Approval		<u>JTA</u>	Date <u>2-8-18</u>
Board of Directors Approval			Date

Overnight trip for Iowa High School Speech Association All-State Festival

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 event.

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 \$1051.00 plus hotel tax. The meal at Pizza Ranch will cost approximately \$190.00.

Below is a list of students and chaperones:

Students:

Student names not included for confidentiality.



Excursions and Trips Request Form

Code 603.3-R2

Date Request Received by CFO/COO: 2-15-18

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.

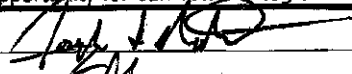
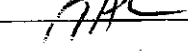
The request will include:

- ✓ 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: Linn-Mar Key Club
(Examples: Robotics, FBLA, etc.)

Submitted by: Becky Cortez
(Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	✓
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	✓
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	✓
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	✓
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	✓
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	✓
Building Principal Approval			Date 2/15/18
Chief Financial/Operating Officer Approval			Date 2/15/18
Board of Directors Approval			Date

February 14, 2018

To Whom It May Concern,

The Linn-Mar Key Club would like to send students to the 2018 Nebraska-Iowa Key Club District Convention on March 16-18, 2018. The event will be held at the West Des Moines Sheraton Hotel (1800 50th St., West Des Moines, IA 50266). Students will be staying at the hotel for the weekend, and they will be exploring and developing leadership skills through fun activities and events.

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

The purpose of this convention is to provide Key Clubbers around the Nebraska-Iowa District an opportunity to network with others in the district, enhance their leadership skills, participate in multiple community service activities, run for office, attend multiple workshops focused on building their club and creating a better Key Club experience for all. The convention provides the chance for Key Clubbers to display their talents and skills through competitions and multiple awards for both their club and individual participation in this organization.

Itinerary of the Weekend

Friday, March 16

3:00pm – 6:30pm: Registration
7:00pm – 8:00pm: Opening Session
8:35pm – 9:00pm: Workshops
9:00pm – 11:00pm: Fun Activities
11:30: Curfew

Saturday, March 17

9:00am – Noon: Awards Judging
8:45am – 9:15am: General Session
9:15am – 9:30am: Candidate Meet and Greet
9:30am – 10:00am: Workshops
10:00am – 10:15am: Break
10:15am – 11:30am: District Assembly
11:30am-12:00pm : Lunch
12:05pm- 1:00pm: Leadership Activity
1:00pm – 1:30pm: Workshops
1:30pm-1:45pm- Break
1:45pm – 2:30pm: General Session
2:30pm – 2:45pm: Break/Discuss delegates' vote
2:45pm – 3:45pm: House of Delegates
3:45pm – 5:30pm: Free Time
5:30pm – 7:30pm: Plated Dinner/Awards Banquet
7:30pm – 9:00pm: Talent Show
9:00pm - 11:30pm: Dance

Sunday, March 20th

9:00am – 10:00am: Plated Breakfast/Retirement and Installation Ceremony

10:00am-11:30am: Closing Session

Participants

Student names not listed for confidentiality

Theresa Gail, a Special Education teacher at LMHS, will be chaperoning the event. She will leave with the students on Friday, March 16, and she will take the students to the West Des Moines Sheraton Hotel. She will stay at the hotel on Friday, Saturday, and Sunday for the entirety of the convention. On Sunday, March 18, Theresa will return with the students to Marion. Students are not allowed to leave the hotel during the convention, and they will be monitored very closely.

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

After the convention, the students that attended will be required to present the information that they learned to their fellow Key Club members at the Leadership team meetings and the general meetings. Students will discuss the activities that they did, the speakers who they listened to, and the information that is directly applicable to their lives. By presenting on their experiences, the students will demonstrate the leadership skills that they developed while giving helpful information to their fellow students. All of the students, those who went to the convention and those who did not, will be able to benefit from this experience.

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

Students will gain valuable educational and leadership experience while they are at the convention. When they come back from the convention, they will be able to demonstrate the skills that they learned and practiced at the convention. Many of the students who are attending are members of the Key Club Leadership team, and they will be able to apply their learning immediately for our local Linn-Mar Key Club. Most of the students attending the convention hold leadership positions in other clubs and activities at Linn-Mar, and they will be able to apply their skills throughout Linn-Mar High School and the district. Because many of our Key Club

members also hold leadership roles in District, National, and International Key Club, they know the importance of developing and improving their leadership skills. These students will be able to continue being leaders in their lives beyond high school, and this convention will be a valuable learning opportunity.

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

Students will be required to attend workshops and summarize what they learned while at the conference. Summary forms will be distributed to the students during the conference and will be turned into the chaperone following the conference.

Funding *Describe your source(s) of funding that meets both Department of Education and District guidelines.*

Students may attend this event for \$195-\$365, depending on their willingness to share a hotel room. This total package fee includes a two-night hotel stay, Friday Social, Saturday breakfast and lunch, the Governor's Ball, Sunday breakfast, convention shirt, pin, and all convention activities. Chaperones must pay \$255 (for a double hotel room) or \$365 (for a single hotel room). The chaperones will receive the same total package amenities as the students.

Students will be paying for their own registration, fees, lodgings, and any other purchases made. There are scholarships available to students to help cover the cost. These scholarships are available through the Marion Kiwanis, and the students are responsible for their own scholarship opportunities. The Linn-Mar Key Club will be paying for the chaperone's expenses. Any other expenses that may arise will be covered by the Linn-Mar Key Club.

Common Experience *Address how this field trip/work site visit will address more than one curricular area and how it offers the opportunity for curriculum integration.*

Students should find that by attending this conference they will be able to contribute and be a more productive member/leader of the many different opportunities provided in the classroom and in extra curriculars. Many of the workshops are designed to teach these students how to be strong leaders by addressing topics like marketing, communication, problem-solving, management, and more. This provides these students with the opportunity to use the skills that they learnt at the convention and implement them at his/her respective schools. Some students may find they are less hesitant during a large group meeting while others may be inspired to challenge themselves. Many will likely find traits within themselves they never knew existed, and want to share it with their peers.

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

Students who attend this convention will get to experience multiple opportunities where they can gain important skills and information that they not only can use as students at Linn-Mar High School, but also throughout their life. The students will have multiple opportunities to enhance their leadership skills or even simply learn the importance of networking and creating a good

impression towards others. Students may be inspired to take on more leadership roles in the homes, school, and community through the experiences gained at this convention. The workshops and multitude of leadership activities should allow the students in attendance to discover how to effectively communicate, manage and problem solve, lead fellow students within the club at Linn-Mar, and how to build a successful path for themselves through high school and beyond.

This convention is a very valuable learning and leadership experience for students, and it would be incredibly beneficial to their lives in and out of high school.

Thank you for your consideration,

The Linn-Mar High School Key Club

Code 1005.4-E1

Fund Raising Request Form

Completed request forms for the 2017-18 school year are to be submitted to the Business Manager, LRC, according to the following schedule:

Request Due to the LRC	Board Meeting Date	Activity Start Date
1st day of School	1st Sept. Meeting	Day after meeting
Last day before Thanksgiving	December meeting	Day after meeting
Last day before Spring Break	1st April meeting	Day after meeting

Important Note: A Fund Raising Project Summary 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 a request for each activity to the Business Manager specifying how all fund raising proceeds are to be spent.

School Name Linn-Mar High School Sponsoring Group Boys Soccer
 Contact Name Corey Brinkmeyer Contact Phone Ext 3079
 Contact E-Mail cbrinkmeyer@linnmar.k12.ia.us District Account 21.3209.1900.920.6726 (B_Soccer Coaches)

Description of Activity	
<i>*all information must be provided in order to be approved*</i>	
Fund Raising Activity	<u>Apparel Sales</u>
Activity Date(s)	<u>January-April 2018</u>
Estimated Proceeds	<u>\$2500</u>
Purpose and Use of Funds (MUST BE SPECIFIC) _____	
<u>Money made from apparel sales will be used to purchase "team shorts" which will be issued to all players</u>	
<u>9-12, and worn during games.</u>	

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

Building Admin

Signature of Approval

Date

Business Manager Review:	Office Use Only	Summary Due Date:
<u>[Signature]</u>	<u>2/8/18</u>	<u>5/31/18</u>
School Board Review/Approval:	Date	
	Date	



Code 1005.4-E1

Fund Raising Request Form

Completed request forms for the 2017-18 school year are to be submitted to the Business Manager, LRC, according to the following schedule:

Request Due to the LRC	Board Meeting Date	Activity Start Date
1st day of School	1st Sept. Meeting	Day after meeting
Last day before Thanksgiving	December meeting	Day after meeting
Last day before Spring Break	1st April meeting	Day after meeting

Important Note: A Fund Raising Project Summary 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 a request for each activity to the Business Manager specifying how all fund raising proceeds are to be spent.

School Name Linn-Mar High School Sponsoring Group Boys Soccer
 Contact Name Corey Brinkmeyer Contact Phone Ext 3079
 Contact E-Mail cbrinkmeyer@linnmar.k12.ia.us District Account 21.3209.1900.920.6726 (B_Soccer Coaches)

Description of Activity	
<i>*all information must be provided in order to be approved*</i>	
Fund Raising Activity	<u>Poster Sponsorships</u>
Activity Date(s)	<u>Feb-April 2018</u>
Estimated Proceeds	<u>\$1500</u>
Purpose and Use of Funds (MUST BE SPECIFIC) _____	
<u>Sponsorships from parents and businesses will be used to offset the costs involved with producing our</u>	
<u>annual team poster.</u>	

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

Building Admin

Signature of Approval

Date

Business Manager Review:	Office Use Only <u>[Signature]</u> Date <u>2/8/18</u>	Summary Due Date: <u>5/31/18</u>
School Board Review/Approval:	_____	_____
	Date _____	_____

School Finance Report January 31, 2017

59% 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)		Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$54,600,000			\$4,193,937	\$4,190,129	\$23,287,318	42.7%		\$31,312,682		
2) Support Services(2000-2999)	\$26,900,000			\$2,203,356	\$2,256,457	\$13,457,996	50.0%		\$13,442,004		
3) Non-Instructional(3000-3999)	\$3,838,000			\$386,396	\$409,892	\$1,876,186	48.9%		\$1,961,814		
4) Other Expenditures((4000-5299)	\$25,395,416			\$2,314,694	\$2,105,572	\$18,324,848	58.5%	w/o transf	\$7,070,568		
Total	\$110,733,416			\$ 9,098,383	\$ 8,962,051	\$ 56,946,348	48.3%	w/o transf	\$53,787,068		
Interfund Transfers	\$7,161,226			\$ 495,935	\$ 495,935	\$3,471,548	48.5%		\$3,689,678		
Operating Fund-10	\$80,197,783	\$10,126,244	\$38,873,854	\$6,624,097	\$6,458,529	\$35,416,309	44.2%		44,781,474	3,457,545	13,583,789
Activity-21	\$1,375,000	\$555,799	\$747,489	\$87,489	\$102,243	\$547,744	39.8%		827,256	199,745	755,544
Management-22	\$1,145,000	\$2,013,570	\$519,974	\$0	\$251	\$1,139,839	99.5%		5,161	(619,866)	1,393,705
PERL-24	\$423,000	\$320,776	\$137,926	\$7,214	\$4,717	\$79,083	18.7%		343,917	58,843	379,620
SAVE-33	\$1,825,000	\$7,031,752	\$3,141,515	\$498,421	\$601,935	\$4,259,340	233.4%		(2,434,340)	(1,117,825)	5,913,927
Other Capitol Projects-35	\$5,000,000	\$4,957,033	\$3,592	\$435,441	\$389,880	\$3,751,819	75.0%		1,248,181	(3,748,227)	1,208,806
PPEL-36	\$5,860,000	\$3,478,709	\$1,906,541	\$307,344	\$834,044	\$3,863,626	65.9%		1,996,374	(1,957,086)	1,521,623
Debt Service-40	\$11,022,633	\$4,236,478	\$5,564,154	\$834,613	\$152,318	\$6,061,181	55.0%		4,961,452	(497,027)	3,739,451
Nutrition-61	\$3,585,000	\$1,153,321	\$1,557,083	\$288,521	\$385,464	\$1,692,226	47.2%		1,892,774	(135,143)	1,018,178
Aquatic Center-65	\$275,000	\$136,654	\$150,334	\$12,992	\$26,961	\$115,089	41.9%		159,911	35,246	171,900
Student Store-68	\$25,000	\$1,811	\$24,282	\$2,250	\$5,708	\$20,091	80.4%		4,909	4,191	6,001
Total	\$110,733,416	\$34,012,147	\$52,626,744	\$9,098,383	\$8,962,051	\$56,946,348	51.4%		53,787,068	(4,319,603)	29,692,543
Interfund Transfers	\$7,161,226		\$3,471,548	\$495,935	\$495,935	\$3,471,548	0.0%		3,689,678		

Linn-Mar Community School District

Cash Balances

Fiscal Year: 2016-2017

Date Range: 01/01/2017 - 01/31/2017

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0001.0000.000.0000.101000	CASH IN BANK	14,644,973.62	5,464,182.34	6,513,479.74	13,595,676.22
10.0002.0000.000.0000.101000	CASH IN BANK	2,505.00	0.50	0.00	2,505.50
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	3,985.41	3,985.41	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	715,826.78	327,320.93	296,664.24	746,483.47
22.0006.0000.000.0000.101000	CASH IN BANK	1,373,915.53	19,789.09	0.00	1,393,704.62
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	3,013.67	3,013.67	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	381,203.82	5,649.00	7,214.27	379,638.55
33.0000.0000.000.0000.111008	REV BOND RESERVE INVESTMENT	321,500.00	0.00	0.00	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	1.555 RESERVE CD	694,000.00	0.00	0.00	694,000.00
33.0000.0000.000.0000.111012	938,977 RESERVE CD	944,280.80	0.00	0.00	944,280.80
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	983,530.77	580,317.65	498,421.30	1,065,427.12
35.0003.0000.000.0000.101000	CASH IN BANK	1,644,030.30	216.80	435,440.79	1,208,806.31
36.0003.0000.000.0000.101000	CASH IN BANK	1,758,026.17	70,941.39	307,344.33	1,521,623.23
40.0003.0000.000.0000.101000	CASH IN BANK	3,994,537.20	579,526.46	834,612.75	3,739,450.91
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	175,763.06	175,763.06	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	1,331,942.76	333,300.60	290,034.14	1,375,209.22
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	8,394.63	8,394.63	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	97,766.48	66,835.52	13,476.86	151,125.14
68.0002.0000.000.0000.101000	CASH IN BANK	6,793.40	1,757.50	2,249.85	6,301.05
		<u>31,746,635.75</u>	<u>7,640,994.55</u>	<u>9,390,095.04</u>	<u>29,997,535.26</u>

End of Report

School Finance Report January 31, 2018

58% of the School Year Complete

	Current Budget (amended)	Beginning Fund Balance	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)	\$57,300,000			\$4,356,209	\$4,515,622	\$24,272,014	42.4%		\$33,027,986		
2) Support Services(2000-2999)	\$27,606,000			\$1,993,476	\$2,129,421	\$13,423,097	48.6%		\$14,182,903		
3) Non-Instructional(3000-3999)	\$4,176,000			\$285,400	\$373,542	\$1,713,652	41.0%		\$2,462,348		
4) Other Expenditures((4000-5299)	\$20,131,272			\$1,481,675	\$973,373	\$13,554,087	52.3%	w/o transf	\$6,577,185		
Total	\$109,213,272			\$ 8,116,761	\$ 7,991,959	\$ 52,962,850	45.7%	w/o transf	\$56,250,422		
Interfund Transfers	\$6,250,690			\$ 419,582	\$ 507,456	\$3,024,677	48.4%		\$3,226,013		
Operating Fund-10	\$83,117,078	\$10,394,825	\$40,515,265	\$6,498,272	\$6,807,798	\$36,383,983	43.8%		46,733,095	4,131,282	14,526,107
Activity-21	\$1,600,000	\$760,424	\$658,884	\$99,662	\$75,104	\$604,953	37.8%		995,047	53,931	814,355
Management-22	\$1,201,000	\$2,021,542	\$567,347	\$0	\$0	\$1,004,731	83.7%		196,269	(437,384)	1,584,158
PERL-24	\$466,000	\$450,338	\$152,402	\$4,071	\$5,207	\$103,800	22.3%		362,200	48,602	498,940
SAVE-33	\$5,425,000	\$6,623,707	\$3,600,159	\$411,074	\$458,285	\$5,371,994	99.0%		53,006	(1,771,834)	4,851,873
Other Capitol Projects-35	\$0	\$0	\$0	\$0	\$0	\$0	0.0%		0	0	0
PPEL-36	\$2,865,000	\$871,058	\$2,052,354	\$48,436	\$155,758	\$1,606,364	56.1%		1,258,636	445,990	1,317,047
Debt Service-40	\$10,389,194	\$4,339,699	\$5,029,862	\$768,491	\$112,159	\$6,149,694	59.2%		4,239,500	(1,119,833)	3,219,866
Nutrition-61	\$3,750,000	\$1,052,889	\$1,814,211	\$263,015	\$358,105	\$1,583,761	42.2%		2,166,239	230,450	1,283,339
Aquatic Center-65	\$350,000	\$148,469	\$148,124	\$14,502	\$15,494	\$123,873	35.4%		226,127	24,251	172,720
Student Store-68	\$50,000	\$1,748	\$38,311	\$9,239	\$4,049	\$29,698	59.4%		20,302	8,614	10,362
Total	\$109,213,272	\$26,664,699	\$54,576,919	\$8,116,761	\$7,991,959	\$52,962,850	48.5%		56,250,422	1,614,069	28,278,768
Interfund Transfers	\$6,250,690		\$3,024,677	\$419,582	\$507,456	\$3,024,677	0.0%		3,226,013		

Linn-Mar Community School District

Cash Balances

Fiscal Year: 2017-2018

Date Range: 01/01/2018 - 01/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0001.0000.000.0000.101000	CASH IN BANK	14,413,151.48	5,531,281.44	6,531,822.07	13,412,610.85
10.0002.0000.000.0000.101000	CASH IN BANK	22,521.90	2.85	20,000.00	2,524.75
10.0008.0000.000.0000.101000	CASH IN BANK	1,000,464.66	1,062.14	0.00	1,001,526.80
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	6,673.20	6,673.20	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	785,312.98	344,800.57	322,849.24	807,264.31
22.0006.0000.000.0000.101000	CASH IN BANK	1,551,604.80	32,553.37	0.00	1,584,158.17
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	3,055.54	3,055.54	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	494,028.06	9,053.05	4,070.55	499,010.56
33.0000.0000.000.0000.111010	1.885 REV BOND RESERVE CD	1,885,000.00	0.00	0.00	1,885,000.00
33.0000.0000.000.0000.111012	938,977 RESERVE CD	944,280.80	0.00	0.00	944,280.80
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	867,648.88	597,210.34	425,032.09	1,039,827.13
36.0003.0000.000.0000.101000	CASH IN BANK	1,214,892.08	150,591.27	48,435.91	1,317,047.44
40.0003.0000.000.0000.101000	CASH IN BANK	3,451,814.21	536,542.98	768,491.01	3,219,866.18
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	152,247.47	152,247.47	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	1,281,071.11	464,556.14	264,148.02	1,481,479.23
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	9,159.86	9,159.86	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	119,469.77	71,079.18	15,324.25	175,224.70
68.0002.0000.000.0000.101000	CASH IN BANK	18,875.07	848.50	9,362.04	10,361.53
		<u>29,016,938.92</u>	<u>7,910,717.90</u>	<u>8,580,671.25</u>	<u>28,346,985.57</u>

End of Report