



**Proclamation in Honor of
Teacher Appreciation Week
(May 8-12, 2023)**

Whereas, May 8th through May 12th has been declared as Teacher Appreciation Week by the President of the United States, and

Whereas, teachers are patient, hard-working, dedicated, and educated professionals that mold the lives of all students in a positive direction through guidance and education to *Inspire Learning...Unlock Potential...Empower Achievement*; and

Whereas, teachers spend countless hours preparing lessons, evaluating progress, counseling students and families, and providing their time and talents to the community by educating its students; and

Whereas, teachers work together as teams, with other educational leaders, with students, and with Linn-Mar administrators to build a strong curriculum and support system for the students and families of the Linn-Mar Community School District to ensure educational success for all; therefore

Be it Proclaimed, that the Linn-Mar Community School District proclaims May 8-12, 2023, as Teacher Appreciation Week; and be it also

Proclaimed, that the Linn-Mar Board of Directors encourages all members of the Linn-Mar community to express their appreciation for the dedication and service that Linn-Mar teachers offer daily to the educational and personal success of all students.

A handwritten signature in blue ink, appearing to read 'Brittanica Morey'.

Brittanica Morey, Board President

April 24, 2023

Date

**Proclamation in Honor of
School Board Recognition Month
May 2023**



Whereas, the Iowa Association of School Boards has designated the month of May as School Board Recognition Month in recognition of the dedicated service of all Iowa school board members in *Developing Iowa's Future Together*, and

Whereas, the publicly elected members of the Linn-Mar Community School District Board of Directors play an important role in the decisions that directly influence the education of all Linn-Mar students, and

Whereas, the decisions made by the Linn-Mar Board of Directors have a direct impact on the lives of the students as they move forward into society as successful learners and individuals, and

Whereas, school board members work with students, staff, parents, educational professionals, and lawmakers to create and reach the educational vision of the district to *Inspire Learning...Unlock Potential...Empower Achievement*, therefore be it

Proclaimed, that the Linn-Mar Community School District recognizes the contributions of the school board to the academic success of all students and offers a sincere thank you to each board member for their dedication to the wellbeing and achievement of the students; and be it finally

Proclaimed, that as Superintendent of the Linn-Mar Community School District, I declare May 2023 as School Board Appreciation Month and encourage all students, staff, and community members to recognize the devotion and service of the Linn-Mar Board of Directors.

Shannon Bisgard, Superintendent

April 24, 2023

Date

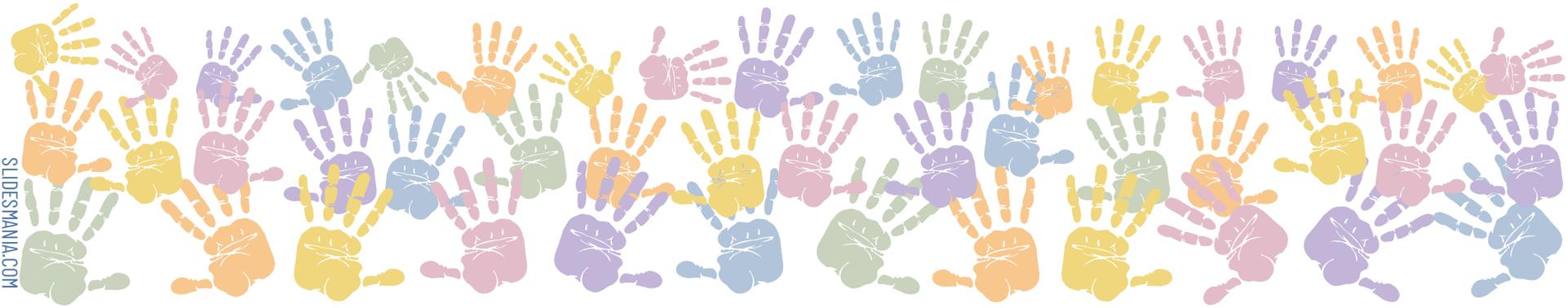


Elementary School

Exhibit 501.1

Counselors

April 24th, 2023 School Board Meeting Presentation



Meet the School Counselors



Laura James
Indian Creek



Nick Mohwinkle
Wilkins



Kathryn Knudson
Linn Grove



Cris Southwood
Novak



Matt Hantz
Bowman Woods



Deb Bundy
Echo Hill



Kasi Shanahan
Westfield



Meet the Elementary Student Assistance Specialists

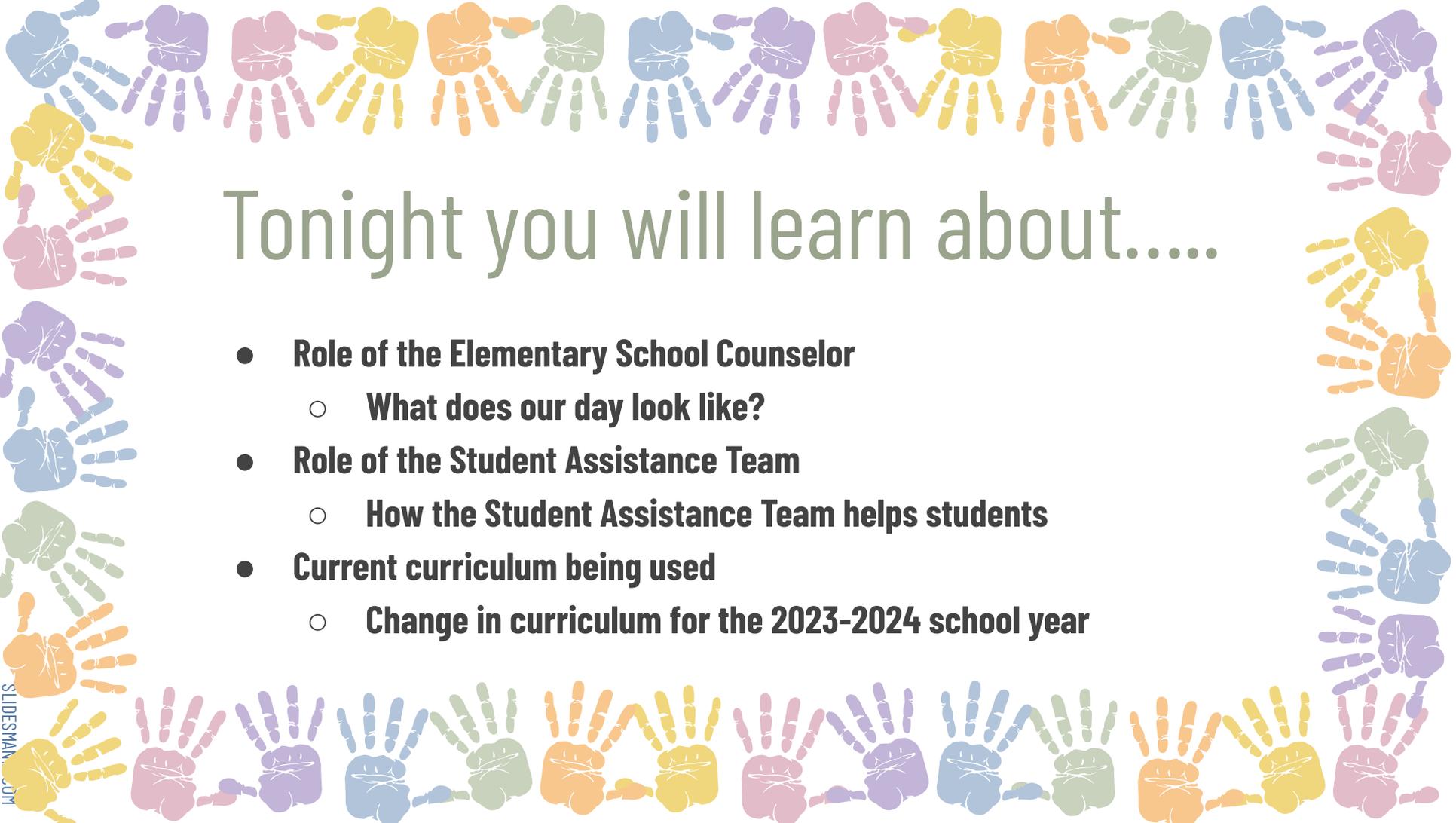


Jacob Young
Indian Creek,
Novak, Echo Hill,
Linn Grove



Tammy DeVries
Bowman Woods,
Wilkins, Westfield



A decorative border of colorful handprints in various colors (blue, purple, pink, yellow, orange, green) surrounds the central text. The handprints are arranged in a circular pattern, with some overlapping.

Tonight you will learn about....

- **Role of the Elementary School Counselor**
 - **What does our day look like?**
- **Role of the Student Assistance Team**
 - **How the Student Assistance Team helps students**
- **Current curriculum being used**
 - **Change in curriculum for the 2023-2024 school year**

What is the Role of Linn Mar's Elementary School Counselor?

Elementary School Counselors are:

- Master's level educators
- Trained in child development, self management, and social skills

Linn-Mar Elementary Counselors....

- Teach guidance-based lessons directly related to academic success, career opportunities, and social/emotional development
- Work with students in small groups or on an individual basis



What Does an Elementary School Counselor's Day Look Like?

Within the Linn-Mar district, School Counselors are part of the Essentials schedule.

- Essentials are a 60-minute block for Kindergarten thru 4th grades.

Small Group Curriculum:

- Social skills training
- Managing strong feelings
- Friendship groups

Individual Counseling:

- Friendship concerns
- Family changes
- Coping with feelings



What is the Role of Linn Mar's Student Assistance Specialist?

Elementary Student Assistant Specialists are licensed social workers who work with students within the school setting in a variety of different capacities.

Roles and Responsibilities include:

- SEL Based Groups
- TIER II SAIG Groups
- ALICE trainers
- Points of Contacts for Mercy Referral
- Holiday Assistance Program
- Work collaboratively with School Counselors



Elementary Student Assistance Statistics

During the 2022-2023 school year, we were able to assist around 470 kids (201 families) with gifts for holiday assistance.

During the 2021-2022 school year, Student Assistance served 219 students/families. Below are some of the ways we were able to serve.

- SAIG (Social Academic Instructional Groups)
- Friendship/Individual/SEL Support Groups
- Family Outreach/Support
- Mercy Referral
- Referrals to Shawn (Family Resource Specialist)
- Safety Planning
- Foundation 2 Referrals





Current Curriculum

Second Step curriculum is a research based K-5 SEL curriculum broken up into four units. Units cover skills for learning, empathy, emotional management, and problem solving. Each lesson has a script that goes along with a picture for classroom based discussion.



Skills for Learning

Focus Attention



Listen

Ignore distractions

Be Assertive

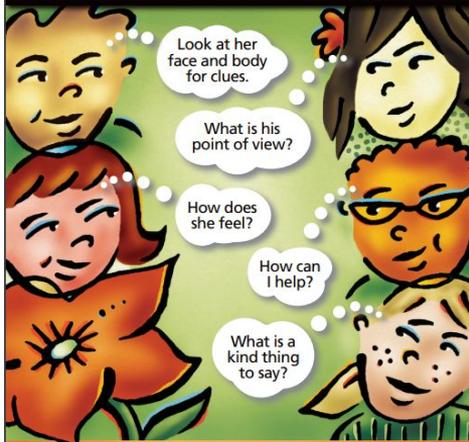


Use Self-Talk

secondSTEP

Empathy

is feeling or understanding what someone else is feeling.



Compassion is empathy in action!

secondSTEP

How to Calm Down



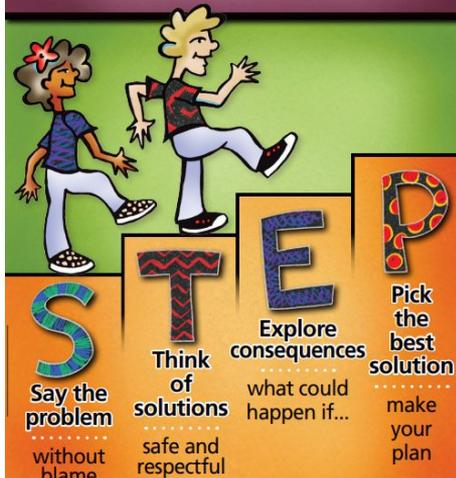
Stop—
use your
signal

Name
your
feeling

Calm
down:
breathe
count
use positive self-talk

secondSTEP

Problem-Solving Steps



secondSTEP

secondSTEP

Unit 1: Skills for Learning

- Listening
- Directions
- Assertiveness

Unit 2: Empathy

- Feelings Identification
- Caring for others

Unit 3: Emotional Management

- Steps for calming down
- Handling Strong Feelings

Unit 4: Problem Solving

- Fair ways to play
- Solving Problems respectfully



2023-2024 Curriculum Change



Character Strong is a researched based SEL and character education based program. There are five lesson components for each week that have explicit, direct skill instructions designed to lead to three powerful outcomes: Be Strong, Be Kind, and Be Well. (characterstrong.com/purposefull-people/)



BE KIND



Social skills and conflict-resolution



RESPECT

EMPATHY

COOPERATION

BE STRONG



Executive functioning:
focusing, organizing, goal-setting



Responsibility

PERSEVERANCE

COURAGE

BE WELL



Wellness strategies:
emotion regulation



GRATITUDE

HONESTY

Creativity



Thank you!

Updates from the Cabinet

April 24, 2023

Cabinet Members: Assoc. Superintendents Nathan Wear and Bob Read, David Nicholson, (CFO/COO), Karla Christian (Human Resources), Leisa Breitfelder (Student Services), and Jeri Ramos (Technology)

Highlights & Honors

Jazz Honors: Congratulations to the Colton Center Jazz Ensemble, and their directors, for placing second in the Class 4A Iowa Jazz Championships! Congratulations are also extended to Tejas Gururaja for being named Outstanding Performer in Class 4A.

PRIDE Honors: Congratulations to the following LMHS seniors for being named as the 2023 PRIDE recipients.

Jacqueline Anderson	Sam Hartwig	Anthony Pulczynski	Jasmine Smith
Ayden Bettcher	Andrew Karweh	Lauren Pulis	Kaiya Taylor
Maddie Biederman	Riley Long	Ava Schaldecker	Hayden Thoms
Melia Bohn	Amira Luensman	Hayley Setrum	Madi Wells
Brittany Comer	Jacob Maurer	William Shaheen	
Dominic Drumm	Tate Naaktgeboren	Addison Sleezer	



PRIDE stands for:
Perseverance,
Respect,
Integrity,
Determination, and
Empathy

Business Honor: Congratulations to David Nicholson, LMCSO Chief Financial/Operating Officer, for receiving the Iowa Professional Leadership Award from the Iowa Association of School Business Officials. This award is one of the highest honors awarded by IASBO in recognition of business officials that, throughout their career and lifetime, have demonstrated excellence in service to their district, communities, and profession.



LM Communications Honor: Congratulations to Mr. Kevin Fry, LM Communications/Media Coordinator, for receiving the Award of Excellence from the Iowa School Public Relations Association. The award was received in the category of Video Series and highlighted this year's State of the District Address. To view the videos in the series, visit the [LM website](#) article entitled, *Award of Excellence Presented to LM Communications*.

Solo/Ensemble Honors: Congratulations to the 500+ Linn-Mar High School students that participated in the Iowa High School Music Association's State Solo/Ensemble Festival. Of the 273 performances by LM students, 118 received Division I (superior) ratings. Congratulations also go out to the following seven students for also being named "Outstanding Performers":

- Kate Flugstad (Alto Solo)
- Michael Lemos (Violin Solo)
- Christian Maakestad (Marimba Solo)
- Parker Nicks (Tuba Solo)
- Richard Phan (Viola Solo)
- Abbey Vezina (Soprano Saxophone Solo)
- Brock Whitham (Clarinet Solo)



FBLA Honors: Congratulations to the LM Future Business Leaders of America for receiving first place for its fundraising efforts during the state FBLA convention by sponsoring a building-wide campaign for the March of Dimes. Individual congrats also go out to the following students who completed during State and qualified for Nationals:

- Riya Annand, Krishna Modha, Ranvitha Muramreddy, and Jace Whitman placed first in Parliamentary Procedures
- Bre Johnson and Ashna Karia placed second in Marketing
- Ashan Karia placed second in Impromptu Speaking
- Tanvi Gopalam and Devasena Maninkandan placed second in Public Service Announcement
- Keerthana Balakrishnan placed third in Social Media Strategies
- Matieis Mayes and Pranav Karthik placed third in Business Plan and fourth in eBusiness
- Alexys Ciha placed fourth in Future Business Leader



Student Athlete Honors: Congratulations to the following students for signing Letters of Intent!

- Ethan Cozine (St Olaf College - Track & Cross Country)
- Nicholas Gorsich (University of Northern Iowa - Track)
- Meredith Koenen (Loras College - Basketball)
- Ian Mindrup (University of Dubuque - Basketball)
- Brayden Parke (US Coast Guard Academy - Wrestling)
- Caden Postma (Central Methodist University - Golf)
- Athena Sheets (Loras College - Soccer)
- Savannah Sonenstahl (Cornell College - Soccer)
- Boston Stoffel (Mt Mercy University - Baseball)



ALO Honors: Congratulations to Brian Clymer, Aleena Mansoor, and Dragon Zheng for being recipients of an Achievement Award presented by the LMHS Accountability, Leadership, and Opportunity group. The students were honored for their work on diversity, equity, and inclusion.



Student Academic Honor: Congratulations to LMHS Senior Tejas Gururaja for being named a semifinalist for the prestigious US Presidential Scholars Program. From across the country, 628 semifinalists were selected from the initial 5,000 candidates, with a total of 161 students from around the US to be named Presidential Scholars. Tejas is one of eight semifinalists from Iowa. The program honors some of the nation's most distinguished graduating seniors who demonstrate exceptional talent in visual, creative, and performing arts; as well as those who demonstrate ability and accomplishment in career and technical education fields.



Cedar Rapids

200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines

100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City

24 ½ S. Clinton Street Ste. 1
Iowa City, Iowa 52240
(319) 363-6018

Madison

301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

Minneapolis

323 N. Washington Avenue Ste. 200
Minneapolis, Minnesota 55401
(612) 468-6851

opnarchitects.com

April 13, 2023

Shannon Bisgard, Superintendent
Linn-Mar Community School District
2999 North Tenth Street
Marion, Iowa 52302

RE: Bid Recommendation for the LM Administration Building (project 22210000)

Shannon: We are pleased to report the results of bidding for the construction of the new Linn-Mar Administration building. On Thursday, April 11, we received five bids for the project. The low bidder on the project was Peak Construction of North Liberty, Iowa. You can review the specifics of the bid results on the attached bid tab.

After review of the bids, we recommend that the Linn-Mar School Board accept the following bid with the understanding that the district will enter into a value engineering exercise with Peak Construction to reduce the overall base bid total amount:

General Contract:
Peak Construction

Base Bid	\$ 11,774,000.00
TOTAL:	\$ 11,774,000.00

Upon direction from the board, OPN will prepare a letter to proceed for Peak Construction and contracts between the district and the contractor.

Thank you for the opportunity to serve the Linn-Mar Community School District.

OPN ARCHITECTS, INC.

Roger Worm, Principal

OPN Architects

Attachments: Bid Tabulations

cc: David Nicholson, Chief Financial/Operating Officer, LM Community School District
file



Policy 401.1 Code of Professional Conduct and Ethics

Chapter 25

282 - 25.1(272) Scope of Standards:

This code of professional conduct and ethics constitutes mandatory minimum standards of practice for all licensed practitioners as defined in Iowa Code, Chapter 272. The adherence to certain professional and ethical standards is essential to maintaining the integrity of the education profession.

282 - 25.2(272) Definitions: (Except where otherwise specifically defined by law)

- a. "Administrative and Supervisory Personnel" means any licensed employee such as superintendent, associate superintendent, assistant superintendent, principal, associate principal, assistant principal, or other person who does not have as a primary duty the instruction of pupils in the schools.
- b. "Board" means the Iowa Board of Educational Examiners (BOEE).
- c. "Discipline" means the process of sanctioning a license, certificate, or authorization issued by the board.
- d. "Ethics" means a set of principles governing the conduct of all persons governed by these rules.
- e. "Fraud" means knowingly providing false information or representations on an application for licensure or employment, or knowingly providing false information or representations made in connection with the discharge of duties.
- f. "License" means any license, certificate, or authorization granted by the board.
- g. "Licensee" means any person holding a license, certificate, or authorization granted by the board.
- h. "Practitioner" means an administrator, teacher, or other licensed professional, including an individual who holds a statement of professional recognition, who provides educational assistance to students.
- i. "Responsibility" means a duty for which a person is accountable by virtue of licensure.
- j. "Right" means a power, privilege, or immunity secured to a person by law.
- k. "Student" means a person, regardless of age, enrolled in a pre-kindergarten through grade 12 school, who is receiving direct or indirect assistance from a person licensed by the board.
- l. "Teacher" means any person engaged in the instructional program for pre-kindergarten through grade 12 students, including a person engaged in teaching, administration, and supervision, and who is required by law to be licensed for the position held. [ARC 7979B, IAB 7/29/09, effective 9/2/09].

282 - 25.3(272) Standards of Professional Conduct and Ethics:

Licensees are required to abide by all federal, state, and local laws applicable to the fulfillment of professional obligations. Violation of federal, state, or local laws in the fulfillment of professional obligations constitutes unprofessional and unethical conduct which can result in disciplinary action by the board. In addition, it is hereby deemed unprofessional and unethical for any licensee to violate any of the following standards of professional conduct and ethics:

25.3(1) Standard I: *Conviction of crimes, sexual or other immoral conduct with or toward a student, and/or child and dependent adult abuse.* Violation of this standard includes:

- a. *Fraud:* Means the same as defined in Rule 282 - 25.2(272).
- b. *Criminal Convictions:* The commission of or conviction for a criminal offense as defined by Iowa law provided that the offense is relevant to or affects teaching or administrative performance.
 - I. Disqualifying Criminal Convictions. The board will deny an application for licensure and will revoke a previously issued license if the applicant or licensee has, on or after July 1, 2002, been convicted of, has pled guilty to, or has been found guilty of the following criminal offenses regardless of whether the judgment of conviction or sentence was deferred:
 1. Any of the following forcible felonies included in Iowa Code section 702.11: child endangerment, assault, murder, sexual abuse, or kidnapping;
 2. Any of the following criminal, sexual offenses as provided in Iowa Code chapter 709 involving a child:
 - First-, second-, or third-degree sexual abuse committed on or with a person who is under the age of 18;
 - Lascivious acts with a child;
 - Assault with intent to commit sexual abuse;
 - Indecent contact with a child;
 - Sexual exploitation by a counselor;
 - Lascivious conduct with a minor;
 - Sexual exploitation by a school employee;
 - Enticing a mind under Iowa Code section 710.10; or
 - Human trafficking under Iowa Code section 710A.2;
 3. Incest involving a child as prohibited by Iowa Code section 726.2;
 4. Dissemination and exhibition of obscene material to minors as prohibited by Iowa Code Section 728.2;
 5. Telephone dissemination of obscene material to minors as prohibited by Iowa Code section 728.15;
 6. Any offense specified in the laws of another jurisdiction or any offense that may be prosecuted in a federal, military, or foreign court, that is comparable to an offense listed in subparagraph 25.3(1)"b"(1); or
 7. Any offense under prior laws of this state or another jurisdiction or any offense under prior law that was prosecuted in a federal, military, or foreign court that is comparable to an offense listed in subparagraph 25.3(1)"b"(1).

- II. Other criminal convictions and founded child abuse. In determining whether a person should be denied a license or whether a licensee should be disciplined based upon any other criminal conviction including a conviction for an offense listed in 25.3(1)"b"(1) which occurred before July 1, 2002 or a founded report of abuse of a child, the board shall consider:
 - 1. The nature and seriousness of the crime or founded abuse in relation to the position sought;
 - 2. The time elapsed since the crime or founded abuse was committed;
 - 3. The degree of rehabilitation which has taken place since the crime or founded abuse was committed;
 - 4. The likelihood that the person will commit the same crime or abuse again;
 - 5. The number of criminal convictions or founded abuses committed; and
 - 6. Such additional factors as may in a particular case demonstrate mitigating circumstances or heightened risk to public safety.
- c. *Sexual Involvement or Indecent Contact with a Student*. Includes but is not limited to the following acts, whether consensual or nonconsensual: fondling or touching the inner thigh, groin, buttocks, anus, or breasts of a student; permitting or causing to fondle or touch the practitioner's inner thigh, groin, buttocks, anus, or breasts; or the commission of any sex act as defined in Iowa Code section 702.17.
- d. *Sexual Exploitation of a Minor*. The commission of or any conviction for an offense prohibited by Iowa Code section 728.12, Iowa Code chapter 709, or 18 USC Section 2252A(a)(5)(B).
- e. *Student Abuse*. Licensees will maintain professional relationships with all students both inside and outside the classroom. The following acts or behaviors constitute unethical conduct without regard to the existence of a criminal charge or conviction:
 - I. Committing any act of physical abuse of a student;
 - II. Committing any act of dependent adult abuse on a dependent adult student;
 - III. Committing or soliciting any sexual or otherwise indecent act with a student or any minor;
 - IV. Soliciting, encouraging, or consummating a romantic or otherwise inappropriate relationship with a student;
 - V. Furnishing alcohol or illegal or unauthorized drugs or drug paraphernalia to any student or knowingly allowing a student to consume alcohol or illegal or unauthorized drugs in the presence of the licensee;
 - VI. Failing to report any suspected act of child or dependent adult abuse as required by state law; or
 - VII. Committing or soliciting any sexual conduct as defined in Iowa Code section 709.15(3)"b" or soliciting, encouraging, or consummating a romantic relationship with any person who was a student within 90 days prior to any conduct alleged in the complaint, if that person was taught by the practitioner or was supervised by the practitioner in any school activity when that person was a student.

25.3(2) Standard II: Alcohol or Drug Abuse. Violation of this standard includes:

- a. Being on school premises or at a school-sponsored activity involving students while under the influence of, possessing, using, or consuming illegal or unauthorized drugs or abusing legal drugs.
- b. Being on school premises or at a school-sponsored activity involving students while under the influence of, possessing, using, or consuming alcohol.

25.3(3) Standard III: Misrepresentation/Falsification of Information. Violation of this standard includes:

- a. Falsifying or deliberately misrepresenting or omitting material information regarding professional qualifications, criminal history, college credits, staff development credits, degrees, academic awards, or employment history when applying for employment or licensure.
- b. Falsifying or deliberately misrepresenting or omitting material information regarding compliance reports submitted to federal, state, and other governmental agencies.
- c. Falsifying or deliberately misrepresenting or omitting material information submitted in the course of an official inquiry or investigation.
- d. Falsifying any records or information submitted to the board in compliance with the license renewal requirements imposed under 282-Chapter 20.
- e. Falsifying or deliberately misrepresenting or omitting material information regarding the evaluation of students or personnel including improper administration of any standardized tests including, but not limited to, changing test answers, providing test answers, copying or teaching identified test items, or using inappropriate accommodations or modifications for such tests.

25.3(4) Standard IV: Misuse of Public Funds and Property. Violation of this standard includes:

- a. Failing to account properly for funds collected that were entrusted to the practitioner in an educational context.
- b. Converting public property or funds to the personal use of the practitioner.
- c. Submitting fraudulent requests for reimbursement of expenses or for pay.
- d. Combining public or school-related funds with personal funds.
- e. Failing to use time or funds granted for the purpose for which they were intended.

25.3(5) Standard V: Violations of Contractual Obligations. Violation of this standard includes:

1. Asking a practitioner to sign a written professional employment contract before the practitioner has been unconditionally released from a current contract, unless the practitioner provided notice to the practitioner's employing board as set forth in subparagraph 25.3(5)"b"(2).
2. Abandoning a written professional employment contract without prior unconditional release by the employer.
3. As an employer, executing a written professional employment contract with a practitioner which requires the performance of duties that the practitioner is not legally qualified to perform.
4. As a practitioner, executing a written professional employment contract which requires the performance of duties that the practitioner is not legally qualified to perform.
 - a. In addressing complaints based upon contractual obligations, the board will consider factors beyond the practitioner's control. For purposes of enforcement of this standard, a practitioner will not be found to have abandoned an existing contract if:
 1. The practitioner obtained a release from the employing board before discontinuing services under the contract; or

2. The practitioner provided notice to the employing board no later than the latest of the following dates:
 - The practitioner's last workday of the school year;
 - The date set for return of the contract as specified in statute; or
 - June 30th.

25.3(6) Standard VI: Unethical Practice Toward Other Members of the Profession, Parents, Students, and the Community. Violation of this standard includes:

- a. Denying the student, without just cause, access to varying points of view.
- b. Deliberately suppressing or distorting subject matter for which the educator bears responsibility.
- c. Failing to make reasonable effort to protect the health and safety of the student or creating conditions harmful to student learning.
- d. Conducting professional business in such a way that the practitioner repeatedly exposes students or other practitioners to unnecessary embarrassment or disparagement.
- e. Engaging in any act of illegal discrimination or otherwise denying a student or practitioner participation in the benefits of any program on the grounds of race, creed, color, religion, age, sex, sexual orientation, gender identity, disability, marital status, socioeconomic status, or national origin.
- f. Soliciting students or parents of students to purchase equipment, supplies, or services from the practitioner for the practitioner's personal advantage.
- g. Accepting gifts from vendors or potential vendors where there may be the appearance of or an actual conflict of interest.
- h. Intentionally disclosing confidential information including but not limited to unauthorized sharing of information concerning student academic or disciplinary records, health and medical information, assessment or testing results, or family income. Licensees will comply with state and federal laws and local school board policies relating to the confidentiality of student records unless disclosure is required or permitted by law.
- i. Refusing to participate in a professional inquiry when requested by the board.
- j. Aiding, assisting, or abetting an unlicensed person in the completion of acts for which licensure is required.
- k. Failing to self-report to the board within 60 days any founded child abuse report or any conviction for a criminal offense listed in 25.3(1)"b"(1) which requires revocation of the practitioner's license.
- l. Delegating tasks to unqualified personnel.
- m. Failing to comply with federal, state, and local laws applicable to the fulfillment of professional obligations.
- n. Allowing another person to use one's practitioner license for any purpose.
- o. Performing services beyond the authorized scope of practice for which the individual is licensed or prepared or performing services without holding a valid license.
- p. Falsifying, forging, or altering a license issued by the board.
- q. Failure of the practitioner holding a contract under Iowa Code section 279.13 to disclose to the school official responsible for determining assignments a teaching assignment for which the practitioner is not properly licensed.

- r. Failure of a school official responsible for assigning licensed practitioners holding contracts under Iowa Code section 279.13 to adjust an assignment if the practitioner discloses to the official that the practitioner is not properly licensed for an assignment.
- s. Failure of an administrator to protect the safety of staff and students.
- t. Failure of an administrator to meet mandatory reporter obligations.
- u. Refusal of the practitioner to implement provisions of an Individualized Education Plan (IEP) or Behavioral Intervention Plan (BIP).
- v. Habitual nonparticipation in professional development by the practitioner.

25.3(7) Standard VII: *Compliance with State Law Regarding Obligations to State or Local Governments, Child Support Obligations, and Board Orders.* Violations of this standard includes:

- a. Failing to comply with 282-Chapter 8 concerning payment of debts to state or local governments.
- b. Failing to comply with 282-Chapter 10 concerning child support obligations.
- c. Failing to comply with a board order.

25.3(8) Standard VIII: *Incompetence.* Violation of this standard includes but is not limited to:

- a. Willfully or repeatedly departing from or failing to conform to the minimum standards of acceptable and prevailing educational practice in the State of Iowa.
- b. Willfully or repeatedly failing to practice with reasonable skill and safety.



Policy 401.7 Licensed Personnel Resignation

A written resignation signed by the licensed employee will be submitted to the employee's immediate supervisor who will direct the resignation with recommendations to the superintendent [or designee]. The superintendent [or designee] will then make a recommendation to the school board as provided by Iowa Code.

The school board recognizes that there are some circumstances which may force a licensed employee to request release from contract before the expiration date of their contract. Therefore, licensed personnel may be released from their contract if a suitable replacement can be found.

Additionally, after June ~~30th~~ 15th through the first 45 calendar days of the school year if the release of a licensed employee is approved by the school board, the released employee will be required to reimburse the district ~~for the expenses associated with hiring their replacement that is equivalent to the cost of a Sunday ad package in a newspaper with statewide distribution.~~ the cost of a suitable replacement up to \$10,000. Exceptions may be made in circumstances deemed an emergency or exceptional situation as determined by the superintendent [or designee].

In the event a licensed employee terminates employment without proper release, the superintendent is directed to advise the Iowa Board of Educational Examiners for appropriate action.

Adopted: 6/70

Reviewed: 1/11; 12/11; 4/13; 12/16; 4/20

Revised: 9/14

Related Policy: Series 401

Legal Reference (Code of Iowa): §§ 91A.2-3, .5; 279.13, .19A

Policy 402.1 Definition of Classified Personnel

Classified personnel are employees who are not administrators or employees in positions which require an Iowa Department of Education teaching license and who are employed to fulfill the duties listed on their job description on a monthly or hourly basis.

The term “classified personnel” includes but is not limited to the following employees whether full-time or part-time:

- Custodial and maintenance employees;
- Secretarial and clerical employees;
- Nutrition Services employees;
- Bus drivers;
- Paraprofessionals; and
- Educational assistants.

Written job specifications and job descriptions will be established by administration for all positions that require classified personnel.

To qualify for full-time employment an employee must work a minimum of ~~35~~ 30 hours per week. There are two classifications of full-time, classified personnel.

1. Full-time 12-month employees; and
2. Full-time 9-, 10-, or 11-month employees

For benefits eligibility refer to ~~collective bargaining agreements~~ district employee addendums or benefit summaries of non-union personnel.

Policy 402.2 Assignment and Transfer of Classified Personnel

Assignment of classified personnel is based upon the qualifications of the employee and the philosophy and needs of the school district.

Changes in assignment may be made at the initiative of the superintendent [or other supervisory staff members] or may be considered at the request of the employee. All changes in employment will be made with full knowledge of the employee.

Procedures governing employee transfers ~~must be in accordance with the requirements of existing collective bargaining agreements.~~ will be in accordance with current district employee addendums.



Policy 402.6 Reduction in Workforce of Classified Personnel

The number of classified personnel may be reduced due to budgetary considerations or other good reasons as determined by the school board or their designee. The board's decision will be final.

Reduction will be accomplished through normal staff attrition, unless the best interests of the school district dictate otherwise. When reductions beyond normal staff attrition are made classified personnel will receive a 10-day written notice of termination.

Any reduction in workforce procedure contained in ~~a valid collective bargaining an~~ **employment** agreement **and/or district employee addendum** will be honored by the school board; however, such a procedure in no way diminishes the board's executive powers, duties, and rights to hire, promote, demote, transfer, assign, and retain public employees.



Policy 403.4-E Notice to Employees Regarding Substance-Free Workplace

You are hereby notified that it is a violation of the substance-free workplace policy of the Linn-Mar Community School District for any employee to distribute, dispense, possess, use, or be under the influence of any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor; or to unlawfully manufacture, distribute, dispense, possess, use, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, or any other controlled substance as defined in Schedules I through V of Section 202 of the Controlled Substances Act (21 USC § 812) and as further defined by Regulation 21, Code of Federal Regulations 1300.11 through 1300.15 and Iowa Code Chapter 124; before, during, or after school hours; at school; or in any other workplace location as defined below.

“Workplace” is defined as the site for the performance of work done in the capacity as an employee. This includes school district facilities, other school premises, or school district vehicles. “Workplace” also includes non-school property if the employee is at any school-sponsored; school-approved; or school-related activity, event, or function such as fieldtrips or athletic events where students are under the control of the school district or where the employee is engaged in school business.

Employees who violate the terms of the substance-free workplace policy may be required to successfully participate in a substance abuse treatment program approved by the board. The superintendent retains the discretion to discipline an employee for violation of the substance-free workplace policy. If the employee fails to successfully participate in such a program, the employee is subject to discipline up to and including termination.

You are notified that if you are arrested or cited for a criminal substance offense you shall notify your supervisor before reporting to regular duties or within 48 hours of arrest or citation.

You are further notified that you are required to notify your supervisor of your conviction of any criminal drug statute for a violation occurring in the workplace no later than five days after such conviction.

I, _____, have read and understand the substance-free workplace policy. I understand that if I violate the substance-free workplace policy I may be subject to discipline up to and including termination [or I may be required to participate in a substance abuse treatment program]. If I fail to successfully participate in a substance abuse treatment program, I understand that I may be subject to discipline up to and including termination. I understand that if I am required to participate in a substance abuse treatment program and I refuse to participate I may be subject to discipline up to and including termination. I also understand that if I am convicted of a criminal drug offense ~~committed in the workplace~~, I must report the conviction to my supervisor within ~~five~~ **three** days of the conviction.

I have received and read the above notice.

Employee's Signature

Date

This notice should be returned within 10 working days of the employee's initial date of employment.

Policy 403.11 Hazardous Chemical Disclosure

The board authorizes the development of a comprehensive hazardous chemical communication program for the district to disseminate information about hazardous chemicals in the workplace. It is the responsibility of the superintendent [or designee] to develop administrative regulations regarding this program.

In order to maintain a safe and healthy work environment the Linn-Mar Community School District maintains a hazardous chemical communication program that complies with all state and federal regulations. By making employee safety a high priority for every employee, injuries and illnesses can be reduced, productivity can be increased, and a safer and healthier environment can be promoted for all individuals in the Linn-Mar Community School District.

All containers of hazardous materials used by employees and contractors must be labeled, tagged, or marked with appropriate hazard warnings and appropriate trainings must be provided to all employees and contractors working on the premises. All manufacturers, importers, suppliers, and/or distributors of hazardous materials will supply the district with ~~material~~ safety data sheets (~~MSDS~~) as a part of the purchase process. District personnel who purchase hazardous chemicals will ensure that copies of the ~~material~~ safety data sheets for the chemicals are provided for their building and a copy will be sent to the Operations & Maintenance ~~MSDS~~ coordinator who will maintain a central file. Each building will have at least two ~~MSDS~~ binders, one to be maintained in a custodial area and another to be located in the building office. Other buildings where hazardous chemicals are in use will maintain a ~~MSDS~~ binder in a central office area.

Contractors working onsite are required to provide the ~~material~~ safety data sheets for all hazardous materials brought onsite and must remove all unused materials and empty containers from the district's premises.

Any district personnel ordering and/or purchasing a hazardous chemical should verify that all containers received for use identify:

- Types and identification of hazardous waste
- Characteristics of hazardous waste
- Determination of hazardous waste
- Hazardous waste accumulation and disposal information
- Hazardous waste and emergency response information

A review/training session will be given annually. Additional training and instruction will be provided whenever chemicals change, processes change, or newly acquired information indicates the need for education or protective measures.

Supervisors will ensure that personnel under their supervision receive initial and annual training as required by this plan. Trainings may consist of online programs, classroom-style presentations, or a combination of both. Training records will be maintained by the Human Resources office.

District personnel who will be instructing or otherwise working with students will disseminate information about the hazardous chemicals they will be working with as part of the instructional program.

Adopted: 8/89

Reviewed: 12/11; 4/13; 3/17; 4/20

Revised: 3/11; 9/14

Legal Reference (Code of Iowa): 29 CFR Pt 1910; 1200 et seq; Chapters 88; 89B

IASB Reference: 403.04



Policy 403.17-E Employee Conflict of Interest Disclosure Form

I hereby certify that I have, or may have, a financial interest or conflicting interest as noted below. The potential conflict is with the following individual and/or organization with which the Linn-Mar CSD has, or might reasonably have in the future, a relationship with; or which Linn-Mar CSD may enter into a transaction with or compete with.

Name of conflicting or financial interest (individual or company, etc.):

Reason for potential conflict (e.g. family relationship, financial relationship, etc.):

All facts pertinent to the conflicting or financial interest:

____ I have no conflict of interest to disclose.

____ I hereby certify that I have read and understand [Policy 403.17 Employee Conflict of Interest](#), which I received a copy of, and that the above information is true, correct, and complete to the best of my knowledge, information, and belief. I further certify that I will comply with the requirements of [Policy 403.17 Employee Conflict of Interest](#).

Employee's Signature: _____ **Date:** _____

Printed Name: _____ **Fiscal Year:** _____

Complete additional forms for multiple conflicts/financial interests, as needed.

Please return this form to:

~~JT Anderson~~ David Nicholson, School Board Secretary/Treasurer

2999 N 10th Street, Marion, IA 52302 or via email at: ~~janderson@linnmar.k12.ia.us~~

david.nicholson@linnmar.k12.ia.us

Policy 403.21 Employee Relations, Appearance, and Conduct

Rules and standards are necessary to protect the health and safety of students, staff, and the community. Through rules, standards, and expectations the district provides students, staff, and the community an awareness of the dignity and worth of the individual, civic responsibility, and respect for authority; as well as a safe and secure environment for optimal working and learning.

Employees are role models for the students who come in contact with them before, during, and after school hours. If an employee's conduct could reasonably be expected to have an adverse effect on the employee's continuing ability to perform any of their professional functions in an effective manner, discipline up to and including termination may be exercised even if the conduct occurred outside school hours.

Employee Relations: It is the district's expectation that employees maintain a professional working environment that encourages mutual respect and promotes civil and congenial professional relationships among staff, students, and the public.

The district prohibits employees from intentionally harming or threatening to harm other employees, students, the public, or property belonging to any of these parties. This prohibition includes but is not limited to intentional acts such as verbally abusing others; using intimidation tactics and making threats; sabotaging another's work; making malicious, false, and harmful statements about others; publicly disclosing another's private information; or using electronic devices for harassment, bullying, or any other behavior that is discourteous, disrespectful or demeaning.

District employees are expected to exercise good judgment and discretion when using social networking and blogging venues such as Facebook, Twitter, etc. Content that is published on such blogs is public (for students, parents, community, and administration to view) and the employee is ultimately responsible for their posts.

Appearance: The board expects employees to conduct themselves in a professional manner appropriate to the educational environment and, as such, employees will be well groomed and dress in attire appropriate for their position. Clothing should be neat, clean, and free from inappropriate graphics. Discretion and common sense call for an avoidance of extremes which would interfere with or have a detrimental effect on the educational process. In addition, employees are expected to follow appropriate cleanliness practices as needed for the specific job assignment.

Employee Expectations/Conduct: It will be the general procedure of the Linn-Mar Community School District to administer progressive discipline to employees who violate federal or state laws and/or regulations, board policies, administrative regulations and/or rules, or exhibit unsatisfactory behavior or misconduct. Employees should refer to specific job descriptions for a full list of required standards, knowledge, skills, abilities, and expectations.

Discipline Process: Violations of this policy are subject to progressive disciplinary action up to and including termination. The following list includes but is not limited to the items which are deemed as infractions which given sufficient reason and evidence may result in discipline ranging from minor to major actions:

- Endangerment of children, staff, or community members
- **Extreme or** consistent poor judgment
- Harassment or bullying of students, employees, or community members
- Treating co-workers, supervisors, students, public, or volunteers in a discourteous, inattentive, or unprofessional manner
- Creating conflict with students, staff, or community members
- Engaging in any unethical or lascivious conduct
- Being dishonest including but not limited to deception, fraud, lying, cheating, or theft
- Spreading malicious rumors
- Demonstrating insubordination
- Engaging in vulgar, offensive, or abusive language or conduct toward others
- Fighting
- Smoking or using nicotine or tobacco products on district property or at district events
- Demonstrating gross misconduct or other serious violations of district policies/procedures
- Refusing to work with, communicate with, or speak to students or staff
- Failing to report injuries and/or damage to or an accident involving district equipment
- Working under the influence of a controlled substance, including possession of or use of imitation or counterfeit controlled substances or improper use of legally prescribed medications
- Possessing, being under the influence of, or drinking intoxicants on the job
- Possessing and/or carrying a weapon on district property, including the parking lot
- Willful and/or consistent violation of safety rules/regulations
- Contributing to unsanitary or unsafe conditions
- Horseplay which shows disregard for safety, comfort, or work performance of co-workers, district, students, and community members
- Disclosing confidential records/information (district, personnel, or student information)
- Using the district/facility computer systems, including accessing confidential computer files and data, without authorization
- Sabotaging, damaging, abusing, or destruction of district-owned and/or district or co-worker owned equipment or property and/or unauthorized use of such equipment
- Willful violation of federal or state laws/regulations, board policy, administrative regulations and/or rules
- Failing to comply with licensure and certification requirements
- Falsifying district records such as employment applications and timecards in any way
- Using district computers, telephones, or equipment for unauthorized purposes (district issued technology is subject to inspection at any time)

- Initiating, developing, and/or maintaining inappropriate relationships with either adults or students
- Removing, posting, or altering required notices on any bulletin board on district property without permission of an immediate supervisor or the Human Resources department
- Copying district documents, software, etc., for personal use without authorization
- Using district communication systems inappropriately
- Presenting false claims for benefits
- Timecard violations (including falsification and/or clocking in while not working)
- Working unauthorized time, abusing or violation of working hours, break periods, or lunch periods
- Leaving the workplace during the scheduled workday without notification and permission
- Leaving the assigned work area or facility without notification and permission
- Loitering, excessive non-work related visiting, or deliberate inattention to duties during work hours including but not limited to utilizing social media, Pinterest, etc.
- Failure to perform required/assigned work duties and/or incompetence
- Working on personal jobs during the scheduled workday
- Being absent for ~~three~~ two or more days without notification or permission (also referred to as voluntary quitting or job abandonment)
- Being absent ~~for less than three days~~ without notification or permission
- Sleeping while on duty
- Negligence
- Not following district attendance procedures
- Violation of other rules or policies not specifically listed
- **Being dishonest or uncooperative during district investigations**

While the following progressive discipline process is used as a general guideline when administering discipline for minor infractions, the seriousness of each individual infraction will determine which level of discipline is administered up to and including termination. The district reserves the right to skip any level, as deemed appropriate.

- First Offense: Verbal counseling, documented
- Second Offense: Written warning
- Third Offense: Final written warning, may be accompanied by unpaid suspension up to five days and/or termination
- Fourth Offense: Termination
- Performance Improvement Plan (Optional)

Whenever an employee has been involved in a disciplinary situation that has not been readily resolved or when the employee has demonstrated an inability to perform assigned work responsibilities efficiently, the direct supervisor in consultation with the Human Resources office may place the employee on a performance improvement plan. This status will last for a pre-determined amount of time, not to exceed 90 calendar days. Within this time period the employee must demonstrate a willingness and ability to meet and maintain the conduct and/or work requirements as specified by the supervisor and the district. At the end of the performance improvement period the employee will either be returned to regular employee status or, if established goals are not met, termination may occur. Because of FLSA requirements, exempt employees will not be suspended without pay for less than a week.

Absenteeism and Tardiness: Unscheduled, unexcused absences due to injury or illness, even when following appropriate guidelines, may still be deemed excessive. Discipline for otherwise unexcused tardiness and absenteeism is generally applied per district procedures.

Certified Staff: Licensed employees of the school district, including administrators, will follow the code of ethics for their profession as established by the Iowa Board of Educational Examiners.

Adopted: 6/70

Reviewed: 12/11; 9/14; 8/17; 6/20

Revised: 3/11; 4/13

Related Policy: 403.35

Legal Reference (Code of Iowa): §§ 279.8; 282 IAC 13.25-26

IASB Reference: 404

Policy 403.27-R Administrative Regulations Regarding Pay Deductions

The district complies with all applicable laws with respect to payment of wages and benefits to employees including laws such as the *Federal Fair Labor Standards Act* and the *Iowa Wage Payment Collection Act*. The district will not make pay deductions that violate either federal or state laws.

Any employee who believes that the district has made an inappropriate deduction or has failed to make proper payment regarding wages or benefits is encouraged to immediately consult with their appropriate supervisor. Alternatively, any employee may file a formal written complaint explaining the nature of the improper deduction and the payroll dates in question with the Chief Officer of Human Resources. ([Refer to Policy 403.27-E](#))

Within 15 business days of receiving the complaint, the Chief Officer of Human Resources will make a determination as to whether the pay deductions were appropriate and provide the employee with a written response that may include reimbursement for any pay deductions that were not made appropriately. In the event of an error, adjustments shall be made in compensation **no later than** the following pay period.

This complaint procedure is available in addition to any other complaint process that also may be available to employees.

Adopted: 4/06

Reviewed: 3/11; 12/11; 4/13; 9/14; 8/17; 6/20

Related Policy: 403.27; 403.27-E

Legal Reference (Code of Iowa): §§ 91A.2(4), .3; 294.8-9, .16; 29 USC Sec 2 13(a); 29 CFR Pt 541

IASB Reference: 706.03-R(1)

Policy 403.31 Workers' Compensation Injury/Illness on the Job

Any employee reporting a work-related injury or illness will receive immediate and appropriate medical treatment. All applicable federal, state, and local laws or regulations pertaining to occupational injuries or illnesses will be followed and complied with at all times.

Reporting: It is the responsibility of all employees to immediately report in writing to their supervisor all work-related injuries or illnesses regardless of how insignificant or minor the injury or illness may appear at the time. Employee work injury report forms are provided for this purpose and may be obtained from building supervisors or the Human Resources office. The supervisor will then complete a supervisor's investigation report within 48 hours of the injury. Failure to report an injury or illness as required by state law and district policy could result in loss or delay of compensation benefits and possibly lead to corrective action up to and including termination.

An approved physician from a designated treatment center must treat the injured employee. Specialists will be assigned by the district in certain cases. Any treatment other than that approved by the district may not be compensable.

Injuries occurring in the course of employment are paid for by Workers' Compensation insurance. Workers' Compensation insurance pays all medical costs without a deductible provision and is paid for exclusively by the district. There are well-defined provisions that must be met to ensure that employees qualify for Workers' Compensation benefits.

Work-related injuries or illnesses must be immediately reported in writing to the employee's supervisor. The Workers' Compensation insurer [or designee] will investigate all late reported claims. Where facts cannot be verified, the claim will be denied. Any claim for an injury or illness caused by an employee's willful misconduct, alcohol or drug usage, or that occurs during the employee's voluntary participation in any off-duty recreational, social, or athletic activity sponsored by the district will not be compensable. Workers' Compensation fraud is a felony punishable by fines and/or jail time. The district will prosecute any individual found to be claiming a work-related illness or injury fraudulently.

Benefits: There are two types of Workers' Compensation benefits paid to an employee with a work-related injury or illness. These are medical and wage replacement benefits.

Medical benefits include the following:

- Physician's fees or health care provider fees: the approved physician or health care provider who provides treatment is paid through the workers' compensation insurer.
- Hospital fees: paid in full.
- Pharmacy costs: paid in full if prescribed by an approved physician.

- Special costs: any other medical costs including but not limited to braces, crutches, physical therapy, and rehabilitation therapy if deemed necessary by an approved physician or health care provider will be paid in full according to state law.

In the event the injury is of the nature that requires outside medical treatment, employees will use personal illness leave for the first three days following the injury. The insurance company will not pay for the first three days of absence until after the employee's absence exceeds 14 days.

Workers' Compensation laws provide for a waiting period of three days before injured employees become eligible for wage replacement benefits. Employees will be covered for the period of disability to the limit allowed under the state Workers' Compensation law.

Wage replacement benefits are paid by the Workers' Compensation carrier during the time employees are temporarily disabled because of a work-related injury or illness. Employees receive a percentage of their salary as set by state law.

A public employer shall not supplement an employee's Workers' Compensation benefits by reducing the employee's sick leave, vacation leave, or earned compensatory time entitlements unless the employer first notifies the employee of their options to supplement and the employee elects to so supplement. A signed document indicating the employee's options is required by the district ([Refer to Policy 403.31-E](#)).

Employees who decline temporary modified duty in order to return to work from a leave of absence due to a Workers' Compensation injury will be considered to have resigned and will be terminated. Any employee refusing temporary modified duty for which they are qualified will not be eligible for benefits under Workers' Compensation regardless of their family, medical, or district extended leave status.

An employee who fails to return to work after being released by an approved physician will be considered to have resigned and will be terminated.

Adopted: 2/09

Reviewed: 12/11; 4/13; 6/20

Revised: 3/11; 9/14; 8/17

Related Policy: 403.31-E

Legal Reference (Code of Iowa): §§ 85; 279.40; 613.17

Policy 403.34 Employee Termination Voluntary/Involuntary

The Linn-Mar Community School District will ensure that employee terminations are handled in a professional manner with minimal disruption to ongoing work function. There are three types of terminations: voluntary, involuntary, and death.

Voluntary Termination: Voluntary termination of employment occurs when an employee informs their supervisor of their resignation or termination or is deemed to have occurred when an employee is absent from work for two consecutive workdays and fails to contact their immediate supervisor (job abandonment).

Employees are expected to provide a minimum of two weeks' notice of their intention to separate from the district in order to allow a reasonable amount of time to transfer on-going workloads. It is expected that written notification will be provided to the employee's immediate supervisor.

Human Resources, in conjunction with the immediate supervisor, will coordinate the employee's out-processing. This process includes:

- Returning all company property (keys, ID cards, parking passes, district equipment, etc.);
- Review of benefits status; and
- Completion of an exit interview questionnaire.

Licensed employees are required to follow board *Policy 401.7 Licensed Personnel Resignation*.

Involuntary Termination: An involuntary termination of employment, to include reductions in force, is a district-initiated dismissal.

Discharge may be for any reason (misconduct, tardiness, absenteeism, unsatisfactory performance, etc.). In some cases, progressive discipline may be used prior to termination to correct a performance problem. However, certain types of employee misconduct are so severe that one incident of misconduct will result in immediate dismissal without prior use of progressive discipline.

Involuntary termination of a licensed employee will follow the process stipulated in the master agreement if applicable.

Death: A termination due to the death of an employee will be made effective as of the date of death.

Final Pay: An employee who resigns or is discharged will be paid **as defined by district employee addendums.** ~~through the last day of work plus any unused/accrued vacation leave, if applicable, and applicable unused paid personal days minus advances or other agreements the employee may have with the district.~~ Final pay due upon the death of an employee will be paid to the deceased employee's estate. Employees are not paid for unused sick leave days upon termination of employment.

Policy 403.36 Safety Accountabilities and Responsibilities

Purpose: To meet the district's fundamental mission of educating children who live within the corporate boundaries of Linn-Mar Community School District it is critical that the district promote and provide for the safety and health of all employees. To that purpose, the following define the safety and health responsibilities for all levels of employees within the district and provide a framework for measuring the risk management performance of all individuals within the district.

Responsibilities:

- Administration: The district's administration is responsible for providing a safe and healthy workplace for employees. Administrators, managers, and/or supervisors will be responsible for administering the Safety Management Program policies and procedures that include the safety and claims management processes to control and minimize costs. Administration, managers, and/or supervisors will also provide performance evaluation guidelines and establish training materials, as needed, and will monitor them to ensure that the guidelines are met.
- Employees: Employee responsibilities include but are not limited to adherence to district safety rules, safe work procedures, bringing unsafe acts and conditions to the attention of administration, and to cooperate with the claims management process.

Superintendent:

- Responsibilities:
 - Provide leadership and visible support for the Safety Management Program throughout the district.
 - Commit the necessary resources to maintain and improve the Safety Management Program.
 - Establish controls and accountability systems necessary to assure effective administration of the Safety Management Program.
- Duties:
 - Review annual safety and claims cost performance.
 - Evaluate the effectiveness of the Safety Management Program.
 - Maintain effective and prompt safety and claims management communication through line organization to administration.
 - Assure safety and claims management performance is discussed at regularly scheduled meetings.
- Accountabilities:
 - Annual claims cost meet district goals.
 - Ensure communication of safety topics at professional development and/or staff meetings.

Chief Operating Officer:

- Responsibilities:
 - Provide leadership and visible support for the Safety Management Program.
 - Resource for district in implementing and managing the Safety Management Program.
 - Resource for regulatory issues that may affect the district's operation and Safety Management Program.
 - Demonstrate leadership and communication responsibilities for all federal, state, and district policies and regulations on safety procedures and practices.
 - Monitor compliance of federal, state, and board policies and regulations and administer appropriate notice and discipline.

- Duties:
 - Collaborate with Human Resources to develop annual safety and claims management objectives.
 - Ensure established safety rules and regulations are followed.
 - Enforce alternative safety and claims management procedures or actions to meet risk management goals.
 - Establish acceptable housekeeping standards, defining areas of responsibility for maintenance and inspection.
 - Keep the superintendent informed on regulatory agency regulations (new or revised) that may affect the district's operation.
 - Resource for the organization during regulatory agency visits and/or corresponding with the agency.
 - Member of the district's Safety Committee.

- Accountabilities:
 - Provides timely advice and/or resources and reports to the superintendent to meet the safety management goals.

Human Resources:

- Responsibilities:
 - Implement the district's Safety Improvement Plan to develop a strong safety attitude and clear understanding of duties and responsibilities for each employee.
 - Maintain adequate controls to assure that the Safety Improvement Plan requirements are met.
 - Support the claims management procedures to meet district goals.

- Duties:
 - Set annual safety improvement goals in collaboration with the chief operating officer.
 - Review safety claims management performance for the district and communicate the results to the superintendent.
 - Investigate (or assists in the investigation of) all accidents within the district.
 - Participate in regularly scheduled safety meetings.
 - Communicate safety and health issues to all principals/employees.
 - Analyze problem areas and take corrective actions as needed.
 - Make periodic observation of principals' safety activities and report to the superintendent.

- Provide alternative duty jobs for employees injured on the job.
- Direct insurance carrier/consultants loss control and claims services to meet the district's' risk management goals.
- Accountabilities:
 - Complete necessary safety and health projects.
 - Safety inspection recommendation compliance.
 - OSHA recordable injury and illness rates compared to district goals.
 - Safety contacts with employees to monitor the effectiveness of the program.
 - Ensure safety inspections are completed monthly.
 - Ensure accident investigations are performed completely and in a timely manner.
 - Assist in training employees on safe work procedures and proper protective equipment usage.
 - Cooperate with the claims management process.

Principals/Assistant Principals/School Facilitators:

- Responsibilities:
 - Train assigned employees on safe work procedures and proper protective equipment usage.
 - Ensure that safe work procedures are followed and proper protective equipment is being used.
 - Ensure that the safe condition of the work environment including good housekeeping is maintained.
 - Maintain equipment in safe working order and notify appropriate personnel if and when repairs are necessary.
- Duties:
 - Make daily inspections of facility work area and take immediate steps to correct unsafe conditions and work practices.
 - Ensure that employees follow safe job procedures.
 - Report on safety activities (including deficiencies) to the next level of administration.
 - Require each employee to maintain good housekeeping.
 - Require employees to use proper lifting techniques and material handling procedures.
 - Take necessary action to ensure ~~monthly~~ safety inspections are completed by appropriate staff.
 - Ensure that proper personal protective equipment is worn and maintained.
 - Collaborate with Human Resources to conduct safety meetings with employees on a regular basis.
 - Conduct accident investigations, determine corrective action, and follow up to see that those selected are implemented effectively.
- Accountabilities:
 - Safety meetings are conducted at times determined by the district.
 - Safety inspections are completed at times determined by the district.
 - Investigate all accidents within the department and submit a report in accordance with district procedures.
 - Follow and enforce safety rules and regulations.

Employees:

- Responsibilities:
 - Follow safe work procedures and take an active part in protecting themselves, their fellow employees, and students.
 - Understand the hazards and safety precautions to reduce or eliminate those hazards before undertaking any assignment.
 - Report all unsafe conditions, practices, and behaviors to their administrator and make suggestions for their correction.
 - Report all injuries to their immediate supervisor and obtain first aid or medical help in accordance with district procedures.
 - Participate in the continuous improvement of the district's safety management guidelines.
 - Fully cooperate with the claims management process.

- Duties:
 - Comply with written safety and health rules.
 - Follow approved methods of performing their jobs.
 - Wear and maintain proper personal protective equipment as required.
 - Come to work each day mentally and physically capable to safely perform duties.
 - Report safety hazards, unsafe behaviors by others, and any other safety related questions or concerns to immediate supervisor.
 - Assist in problem solving and safety management guidelines improvement.
 - Maintain good housekeeping throughout their area of influence.
 - Cooperate with the claims management process.

Policy 504.32 Stock Prescription Medication Supply

The Linn-Mar Community School District seeks to provide a safe environment for students, staff, and visitors who are at risk of potentially life-threatening incidents including severe allergic reactions, respiratory distress, and opioid overdose. Therefore, it is the policy of the district to annually obtain a prescription for epinephrine auto-injectors, bronchodilator canisters and spacers, and opioid antagonists from a licensed health care professional, in the name of the school district, for administration by a school nurse or personnel trained and authorized to administer to a student or individual who may be experiencing an anaphylactic reaction, respiratory distress, or acute opioid overdose.

Procurement and Maintenance of Supply: The district will stock a minimum of the following for each attendance center:

- a) ~~One pediatric dose and one adult dose~~ Two epinephrine auto-injectors;
- b) ~~One pediatric and one adult dose~~ Two bronchodilator canisters or spacers; and
- c) One dose of opioid antagonist.

The supply of such medications will be maintained in a secure, dark, temperature-controlled location in each school building.

The school nurse or trained and authorized personnel will routinely check the stock of medications and document in a log on a monthly basis:

1. The expiration date;
2. Any visualized particles, or
3. Any color changes.

The school nurse or trained and authorized personnel will be responsible for ensuring the district replaces, as soon as reasonably possible, any logged epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist that is used, close to expiration, discolored, or has particles visible in the liquid.

Training: A school nurse or trained and authorized personnel may provide or administer any of the medications listed in this policy from a school supply to a student or individual if the authorized personnel or school nurse, reasonably and in good faith, believes the student or individual is having an anaphylactic reaction, respiratory distress, or opioid overdose. Training to obtain a signed certificate to become personnel authorized to administer an epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist will consist of the requirements established by law.

Authorized personnel will be required to provide a procedural skills demonstration to the school nurse demonstrating competency in the administration of stock epinephrine auto-injectors, bronchodilator canisters or spacers, or opioid antagonists to retain authorization to administer these medications if the following occur:

- a. Failure to administer an epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist to a student or individual by proper route, failure to administer the correct dosage, or failure to administer an epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist according to generally accepted standards of practice (“medication error”); or
- b. Accidental injection of an epinephrine auto-injector or opioid antagonist into a digit of the authorized personnel administering the medication (“medication incident”).

Reporting: The district will contact emergency medical services (911) immediately after a stock epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist is administered to a student or individual. The school nurse or authorized personnel will remain with the student or individual until emergency medical services arrive.

Within 48 hours, the district will report the following to the Iowa Department of Education:

1. Each medication incident with the administration of stock epinephrine; bronchodilator canister or spacer, or opioid antagonist;
2. Each medication error with the administration of stock epinephrine, bronchodilator canister or spacer, or opioid antagonist; or
3. Administration of a stock epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist.

As provided by law, the district, board, authorized personnel or school nurse, and the prescriber shall not be liable for any injury arising from the provision, administration, failure to administer, or assistance in the administration of an epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist provided they acted reasonably and in good faith.

The superintendent [or designee] may develop an administrative process to implement this policy.

Adopted: 4/16

Reviewed: 11/17; 12/20

Revised: 3/23

Related Policy: 504.31; 504.31-E1-E2

Legal Reference (Code of Iowa): §§ 135.185, .190; 279.8; 281 IAC 14.3

IASB Reference: 804.5

Policy 604.1 Student Guidance and Counseling Program

The Linn-Mar Community School District will provide a student guidance and counseling program. ~~School counselors will be certified with the Iowa Department of Education and hold qualifications required by the Board of Education and the Board of Educational Examiners.~~ School counselors will be certified with the Iowa Board of Educational Examiners and hold the qualifications required by the board.

The district's guidance and counseling program will serve grades PK-12. The program will assist students with their personal, educational, and career development. The program will coordinate with the education program and involve licensed personnel.

Policy 902.2-R Radon Mitigation Administrative Regulations

The district will create, and the school board will approve, a plan to assess levels of radon gas present in district attendance centers.

Funding for any costs related to radon testing or mitigation will be paid for from the state school foundation aid received by the district or from revenues received from the Secure an Advanced Vision for Education fund (SAVE fund).

Each attendance center will undergo a short-term test for the presence of radon gas at least once by July 1, 2027. Short-term test means a test using a device that remains in an area for two to seven days to determine the amount of radon in the air. **Repeated short-term testing will occur every five years following the date of the first test.**

Radon testing will be performed by an individual who is certified to conduct the required testing pursuant to Iowa Code Section 136B.1 or by district employees who have completed a school radon testing training program approved by the Iowa Department of Education and the Iowa Department of Public Health.

If the results of any short-term tests at the attendance centers are at or above four picocuries per liter, the district will conduct a second short-term test in spaces with elevated levels within 60 days of the first test. If the averaged test results of the first and second tests are at or above four picocuries per liter, the district will retain an individual credentialed to develop a radon mitigation plan.

The radon mitigation plan may include, but not be limited to, further diagnostic testing, corrective measures, and active mitigation strategies. The radon mitigation plan will be completed within two years of the first short-term test unless the district plans to abandon or renovate the attendance center within five years and the renovation includes radon mitigation.

All new construction within the district will include radon-resistant construction techniques.

Linn-Mar Community Schools

2022-2023 Certified Budget Presentation

April 24, 2023



Purposes of Certified Budget

- 1.** Establish a maximum tax rate.
- 2.** Establish an estimate of budget year expenditures for all funds.

Proposed FY2024 Tax Rate

3.0% SSA Growth		
	FY2023	FY2024
General Fund	\$12.43702	\$13.42540
Management Levy	\$0.94003	\$0.59529
Voted PPEL	\$1.34000	\$1.34000
Regular PPEL	\$0.33000	\$0.33000
PERL	\$0.13500	\$0.13500
Debt Service	\$2.17683	\$2.06749
Total Levy	\$17.35888	\$17.89318
% Change		3.08%
\$ Change		\$0.5343

 + \$0.99

 - \$0.37

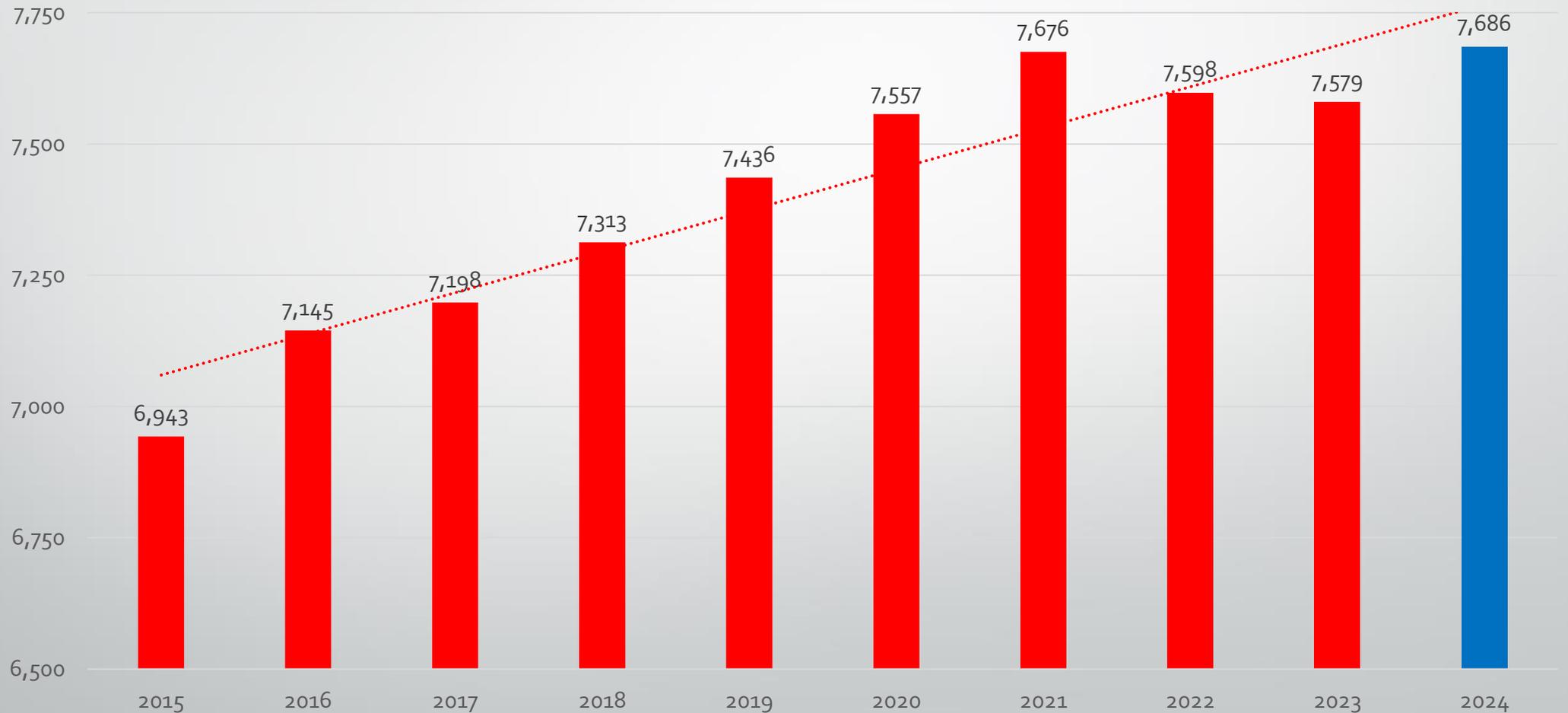
 - \$0.11



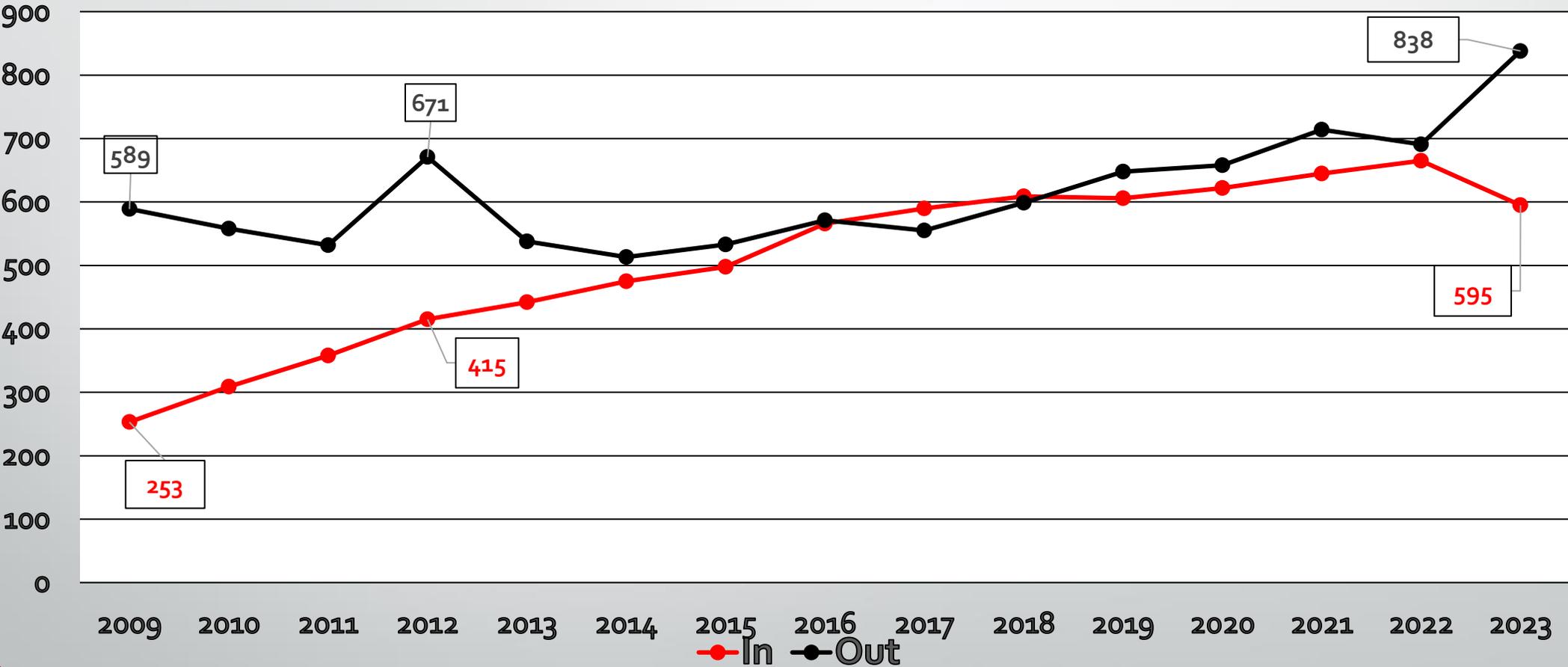
District Cost Per Pupil

Fiscal Year	State Aid Growth	Cost Per Pupil
2016	1.25%	\$6,447
2017	2.25%	\$6,592
2018	1.11%	\$6,665
2019	1%	\$6,736
2020	2.06%	\$6,880
2021	2.30%	\$7,048
2022	2.40%	\$7,227
2023	2.50%	\$7,413
2024	3.00%	\$7,635

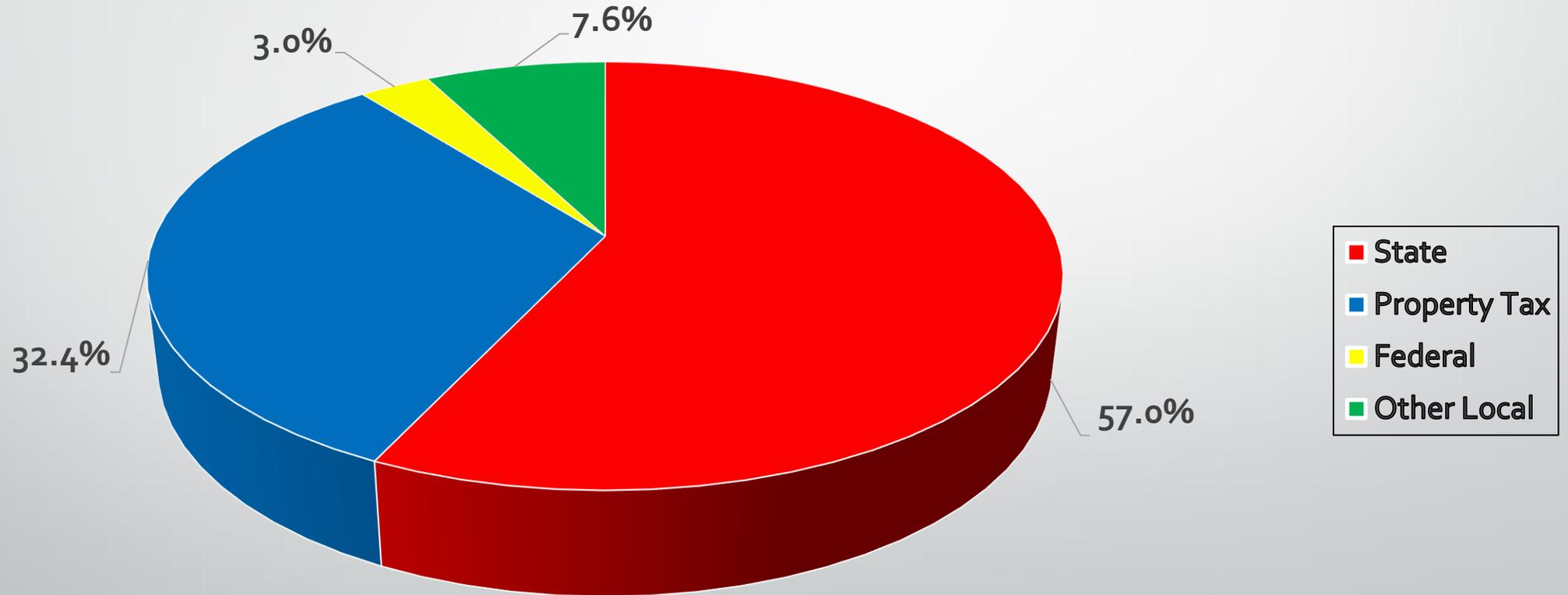
Certified Enrollment Trends



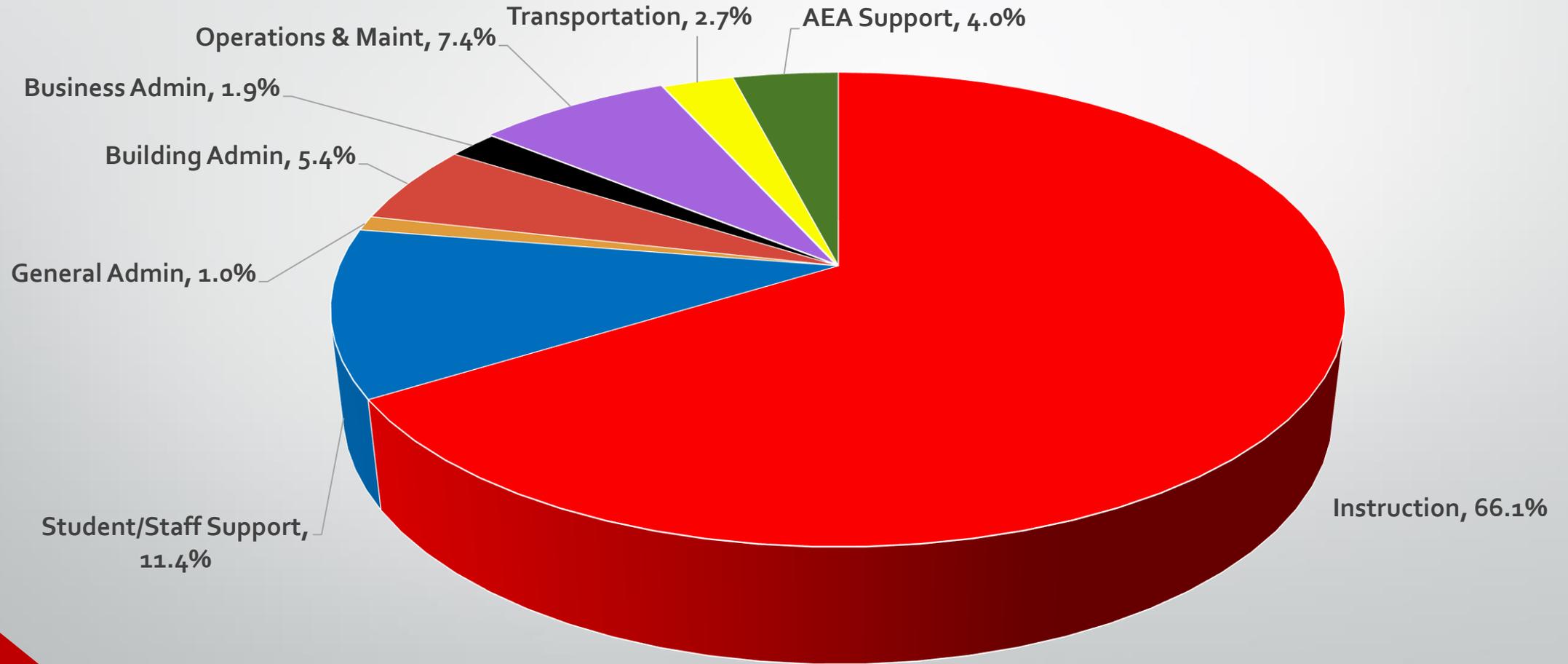
Open Enrollment Trends



Breakdown of FY2024 General Fund Revenue



Estimated FY2024 General Fund Expenditures



80% of Total Expenditures are Salaries/Benefits

Recommendation: Increase by \$0.99

General Fund Levy

- 1.** Legislative decisions impacting school foundation formula - shifting more school funding from local property taxes to State monies.
 - State Foundation % increased from 87.5% to 88.4% (Started with FY2023)
 - Foundation base supplement of \$5 times district-weighted enrollment
 - Additional property tax levy aid to assist property poor districts
 - Property Tax Replacement Payment also helps property poor districts
- 2.** Increase in cash reserve levy
 - Special Ed deficit increased by \$1.1 million
 - ELL Deficit/LEP growth increased by \$113 thousand
 - OE out/increase enrollment increased by \$406 thousand
 - Additional cash reserve increased by \$1.7 million

Management Fund

Recommendation: Decreased by \$0.37

- 1.** Due to continued increases in premiums for Property and Casualty Insurance, Workers Comp., and Equipment Breakdown insurance. (Overall increase of 17%)
- 2.** Funded future early separation incentive packages in FY2023.

PPEL Fund

- **Recommendation: Continue to use the \$.33 board-approved levy plus the \$1.34 voter approved levy.**
 - No change from prior year
 - ✓ Total levy is expected to generate \$4.3 million
 - ✓ Current/Future Expenditures:
 - Capital Projects such as parking lots, roofs, windows, HVAC, etc.
 - Preventative Maintenance
 - Transportation Vehicles
 - Large Equipment Purchases
 - High School Renovation (PPEL Notes Principal and Interest)

PERL Fund

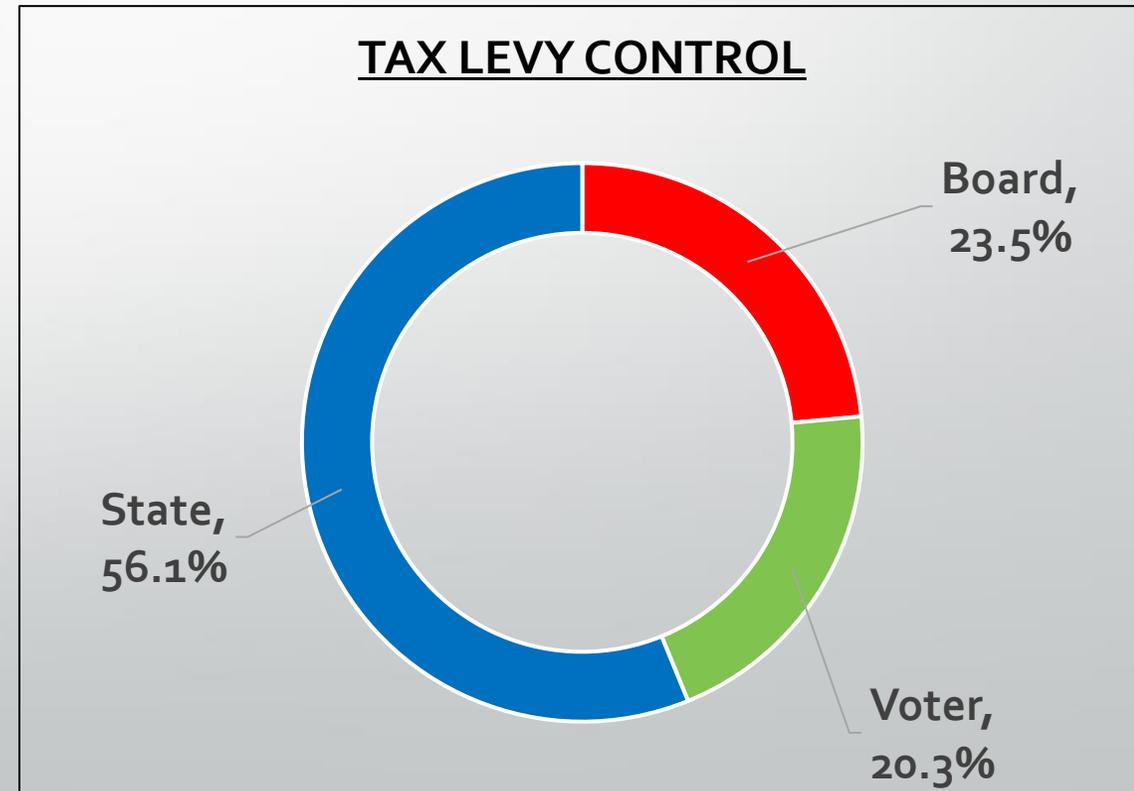
- **Recommendation: Continue to use the \$.135 voter-approved levy.**
 - No change from prior year
 - ✓ Total levy is expected to generate \$340,170
 - ✓ Current/Future Expenditures:
 - Capital Projects such as tracks, tennis courts, and playgrounds
 - Grounds Maintenance
 - Community Education

Debt Service Fund

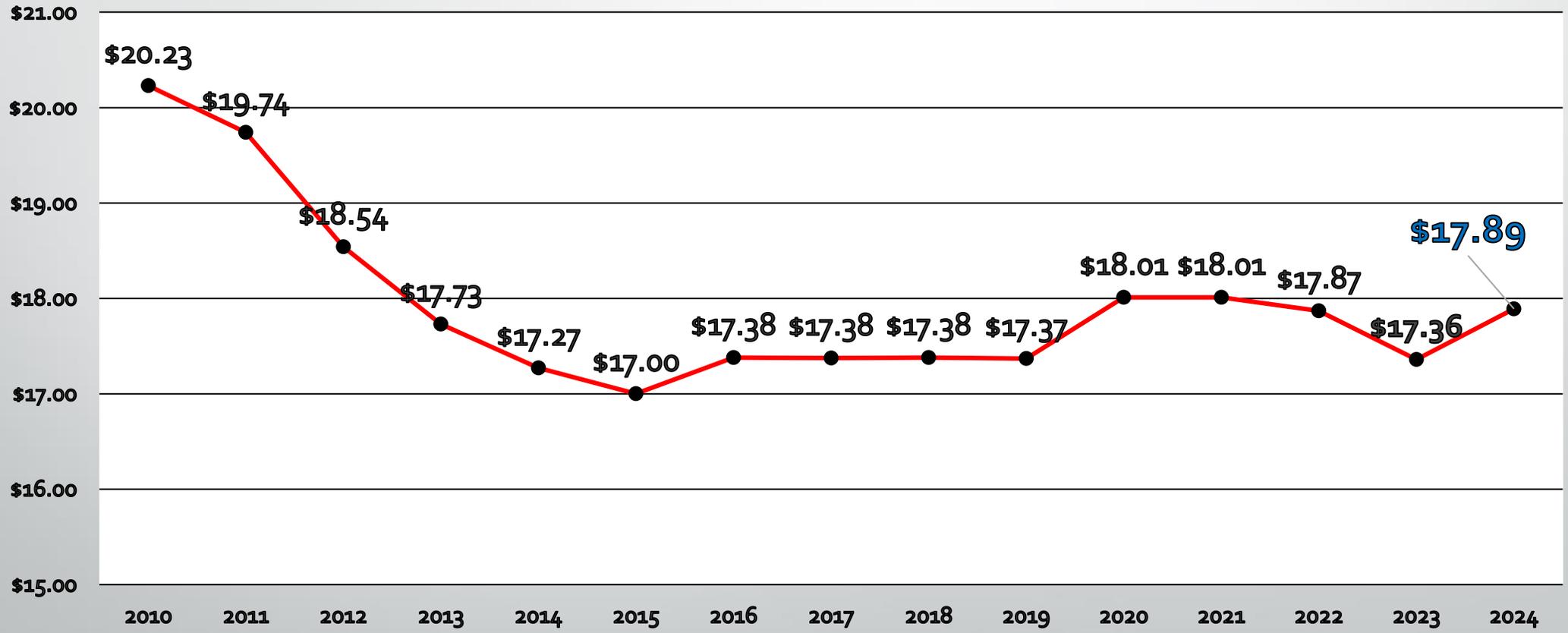
- **Recommendation: Decrease by \$0.11**
 - ✓ Total levy is expected to generate \$5.4 million
 - ✓ Expenditures:
 - General Obligation bond debt principal and interest costs

FY2024 Est. Total Property Tax Levy (at 3.00% SSA)

Fund	Amount	Rate
General	\$33,991,186.00	\$13.42540
Management	\$1,500,000.00	\$0.59529
Reg. PPEL	\$866,606.00	\$1.34000
Voted PPEL	\$3,518,946.00	\$0.33000
PERL	\$340,170.00	\$0.13500
Debt Service	\$5,429,400.00	\$2.06749
Total	\$45,646,308.00	\$17.89318



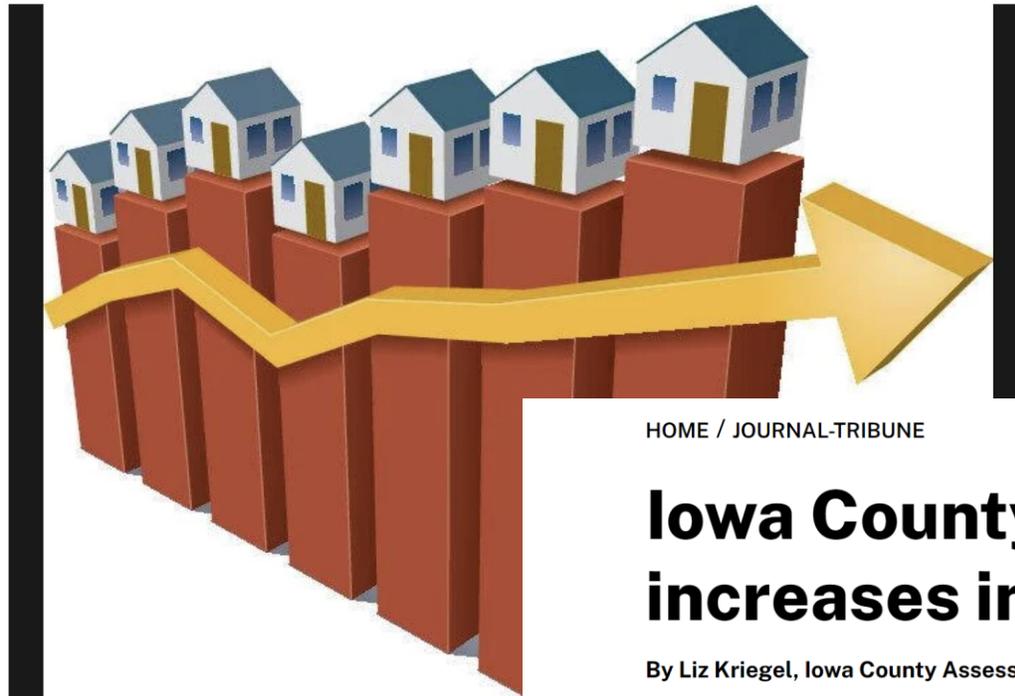
Property Tax Levy Trend



Valuations are Up

Property values expected to increase 26%

jeffl Mar 27, 2023



HOME / JOURNAL-TRIBUNE

Iowa County residents can expect increases in assessment values

By Liz Kriegel, Iowa County Assessor

Mar. 22, 2023 11:11 am

Iowa County homeowners can expect to see their property values rise for their 2023 assessment. These increases represent the market change since Jan. 1, 2021. The average increase in valuation for residential property is expected to be around 22 percent with some areas seeing as much as 26 percent.

×

Rollbacks

- Assessed valuation increases do not necessarily translate to property taxes increasing.
- Rollbacks can be applied to any class of property – although the rollback on residential seems to get the most attention.
- The rollback is a percentage that is applied to the assessed value to convert it to the taxable value.

Rollbacks

- All property, except Ag and utilities, is supposed to be assessed at market value (willing buyer/seller).
- Assessed value is not the value that property owners are taxed on.
- Property is taxed after the application of the applicable rollback – determined by class of property.
- Assessed value * rollback percentage = taxable value before credits.
- Credits – Homestead and military reduce taxable value not assessed.

Rollbacks

- So how is the rollback calculated?
- Annually by Department of Revenue – next slide
- Some classes are set by statute (Ex: they pick a number)
 - Commercial, industrial, and railroads
- Others are set by calculation
 - Residential and Agricultural
 - Overall limit (3%)
 - Can't grow faster than each other

Property Tax Impact



Tax Impact on a \$200,000 residential home		
	FY 2022-23	FY2023-24
Home Assessed Valuation	\$200,000	\$200,000
mutiply by State Roll-Back %	54.1302%	54.6501%
Rollback Value	\$108,260	\$109,300
less Homestead Credit	\$4,850	\$4,850
Net Taxable Valuation	\$103,410	\$104,450
mutiply by School Levy and divided by 1,000	\$17.35888	\$17.89318
School Tax Portion	1,795.09	1,868.95

This would be an increase of \$73.86, or \$6.16 per month in property taxes.

General Fund Expenditures

	FY2023-24 With Cuts	FY2023-24 W/O Cuts
Instruction	\$68,922,622	\$71,190,313
Student Support Services	\$4,262,126	\$4,291,248
Instructional Staff Support Services	\$7,659,636	\$8,024,376
General Administration	\$1,093,110	\$1,093,110
School Administration	\$5,678,935	\$5,678,935
Business & Central Administration	\$1,980,444	\$2,050,444
Plant Operation and Maintenance	\$7,701,183	\$8,106,156
Student Transportation	\$2,834,179	\$2,975,671
AEA Support	\$4,117,964	\$4,117,964
Transfer Out	\$25,000	\$25,000
Total Expenditures & Transfers Out	\$104,275,199	\$107,553,217

Adoption of Certified Budget

	Budget 2023-24	Re-est. Budget 2022-23	Actual 2021-22
Total Resources			
Taxes Levied on Property	\$45,468,993	\$43,058,775	\$42,915,442
Other Revenue	\$87,089,559	\$85,684,416	\$83,974,670
General Long-Term Debt Proceeds	\$0	\$15,000,000	\$44,136,695
Transfers In	\$9,139,607	\$6,231,248	\$10,857,635
Proceeds of Fixed Asset Dispositions	\$0	\$1,349,461	\$89,419
Special Items/Upward Adjustments	-\$275,471	\$128,492	\$0
Total Revenue and Other Sources	\$141,422,688	\$151,452,392	\$181,973,861
Beginning Fund Balance	\$37,994,203	\$27,058,089	\$32,812,168
Total Resources	\$179,416,891	\$178,510,481	\$214,786,029
Requirements			
Instruction	\$71,715,574	\$71,948,391	\$69,098,017
Support Services	\$34,446,929	\$33,752,035	\$33,126,034
Non-instructional Programs	\$5,195,434	\$5,332,002	\$4,385,196
Other Expenditures	\$28,622,071	\$23,252,602	\$70,135,188
Transfers Out	\$9,139,607	\$6,231,248	\$10,857,635
Other Uses	\$0	\$0	\$126,140
Total Expenditures and Other Uses	\$149,119,615	\$140,516,278	\$187,728,210
Ending Fund Balance	\$30,297,276	\$37,994,203	\$27,057,819
Total Requirements	\$179,416,891	\$178,510,481	\$214,786,029

Local Levy Comparison

	Linn-Mar	College	Marion Independent	Cedar Rapids	Iowa City	SE Polk
FY23 Tax Rate	\$17.36	\$16.61	\$18.00	\$14.73	14.93	15.44
FY24 Tax Rate	\$17.89	\$16.61	\$18.00	\$14.67	16.27	15.44
Change in Levy From PY	\$0.53	\$0	\$0	(\$0.06)	\$1.34	\$0
Income Surtax Rate FY23	0%	0%	2%	5%	5%	5%
Income Surtax Equivalent	\$0	\$0	+ \$0.53	+ \$1.24	+1.07	+1.01
FY23 Tax Value Per Student	\$322,817	\$466,738	\$272,483	\$360,929	\$481,118	\$322,895

BUDGET NEXT STEPS

- **April 24, 2023:**
 - **Public Hearing and Adoption of Budget**
- **By May 01, 2023:**
 - **File Budget with County Auditor & DOM**

QUESTIONS?

Adopted LINN-MAR School Budget Summary
 FY 2024
 District - 3715
 Department of Management - Form S-AB

Exhibit 701.2

		Budget 2024	Re-est. 2023	Actual 2022
Taxes Levied on Property	1	45,468,993	43,058,775	42,915,442
Utility Replacement Excise Tax	2	177,315	176,074	165,198
Income Surtaxes	3	0	0	0
Tuition\Transportation Received	4	6,008,610	5,833,602	5,888,207
Earnings on Investments	5	896,000	726,000	63,653
Nutrition Program Sales	6	50,000	2,131,485	431,404
Student Activities and Sales	7	1,478,400	1,472,000	1,499,217
Other Revenues from Local Sources	8	3,878,324	1,678,584	2,137,610
Revenue from Intermediary Sources	9	0	0	0
State Foundation Aid	10	59,285,915	55,940,116	52,985,564
Instructional Support State Aid	11	275,471	0	0
Other State Sources	12	9,909,379	9,926,892	9,472,202
Commercial & Industrial State Replacement	13	0	0	1,080,422
Title I Grants	14	584,691	604,691	668,329
IDEA and Other Federal Sources	15	4,575,454	7,194,972	9,582,864
Total Revenues	16	132,588,552	128,743,191	126,890,112
General Long-Term Debt Proceeds	17	0	15,000,000	44,136,965
Transfers In	18	9,139,607	6,231,248	10,857,635
Proceeds of Fixed Asset Dispositions	19	0	1,349,461	89,419
Special Items/Upward Adjustments	20	-275,471	128,492	0
Total Revenues & Other Sources	21	141,452,688	151,452,392	181,974,131
Beginning Fund Balance	22	37,994,203	27,058,089	32,812,168
Total Resources	23	179,446,891	178,510,481	214,786,299
*Instruction	24	71,715,574	71,948,391	69,098,017
Student Support Services	25	4,290,701	3,882,857	4,529,872
Instructional Staff Support Services	26	8,166,551	7,853,173	7,976,196
General Administration	27	1,121,298	1,092,128	1,079,633
School Administration	28	5,912,915	5,529,804	5,424,730
Business & Central Administration	29	1,984,944	2,152,330	2,235,505
Plant Operation and Maintenance	30	9,453,041	9,076,802	8,675,129
Student Transportation	31	3,517,479	4,164,941	3,204,969
*Total Support Services (lines 25-31)	31A	34,446,929	33,752,035	33,126,034
*Noninstructional Programs	32	5,195,434	5,332,002	4,385,196
Facilities Acquisition and Construction	33	15,378,400	7,464,462	5,092,200
Debt Service (Principal, interest, fiscal charges)	34	9,125,707	12,031,285	61,366,559
AEA Support - Direct to AEA	35	4,117,964	3,756,855	3,676,429
*Total Other Expenditures (lines 33-35)	35A	28,622,071	23,252,602	70,135,188
Total Expenditures	36	139,980,008	134,285,030	176,744,435
Transfers Out	37	9,139,607	6,231,248	10,857,635
Other Uses	38	0	0	126,140
Total Expenditures, Transfers Out & Other Uses	39	149,119,615	140,516,278	187,728,210
Ending Fund Balance	40	30,327,276	37,994,203	27,058,089
Total Requirements	41	179,446,891	178,510,481	214,786,299

Local Government Property Valuation System
ADOPTION OF BUDGET AND TAXES JULY 1, 2023 - JUNE 30, 2024
 LINN-MAR
DISTRICT NUMBER - 3715

Department of Management - Form S-TX

Total Special Program Funding					
Instructional Support (A&L line 10.27)		4,282,059			
Educational Improvement (A&L line 11.3)		0			
Voted Physical Plant & Equipment (A&L line 19.3)		3,518,946			
Special Program Income Surtax Rates					
Instructional Support (A&L line 10.15)		% 0			
Educational Improvement (A&L line 11.4)		% 0			
Voted Physical Plant & Equipment (A&L line 19.4)		% 0			
Utility Replacement and Property Taxes Adopted					
		Utility Replacement AND Property Tax Dollars	Levy Rate	Property Taxes Levied	Estimated Utility Replacement Dollars
Levy to Fund Combined District Cost (A&L line 15.3)	1	21,618,275			
+Educational Improvement Levy (A&L line 15.5)	2	0			
+Cash Reserve Levy - SBRC (A&L line 15.9)	3	6,120,088			
+Cash Reserve Levy - Other (A&L line 15.10)	4	2,246,235			
-Use of Fund Balance to Reduce Levy (A&L line 15.11)	5	0			
=Subtotal General Fund Levy (A&L line 15.14)	6	29,984,598	11.89971	29,866,686	117,912
+Instructional Support Levy (A&L line 15.13)	7	4,006,588	1.52569	3,991,465	15,123
=Total General Fund Levy (A&L line 15.12)	8	33,991,186	13.42540	33,858,151	133,035
	9				
Management	10	1,500,000	0.59529	1,494,099	5,901
Amana Library	11	0	0	0	0
Voted Physical Plant & Equipment (Loan Agreement)	12	1,232,203			
+Voted Physical Plant & Equipment (Capital Project)	13	2,286,743			
=Subtotal Voted Physical Plant & Equipment	14	3,518,946	1.34000	3,505,669	13,277
+Regular Physical Plant & Equipment	15	866,606	0.33000	863,336	3,270
=Total Physical Plant & Equipment	16	4,385,552			
	17				
Reorganization Equalization Levy	18	0	0.00000	0	0
Emergency Levy (for Disaster Recovery)	19	0	0.00000	0	0
Public Education/Recreation (Playground)	20	340,170	0.13500	338,832	1,338
Debt Service	21	5,429,400	2.06749	5,408,906	20,494
GRAND TOTAL	22	45,646,308	17.89318	45,468,993	177,315
1-1-2022 Taxable Valuation WITH Gas & Electric Utilities		2,519,775,280	WITHOUT Gas & Elec	2,509,866,728	
1-1-2022 Tax Increment Valuation WITH Gas & Electric Utilities		106,303,796	WITHOUT Gas & Elec	106,303,796	
1-1-2022 Debt Service, PPEL, ISL Valuation WITH Gas & Electric Utilities		2,626,079,076	WITHOUT Gas & Elec	2,616,170,524	

FY 2024 Adopted Budget Control Lines - The amounts below must be equal to or less than the publication amounts to be certified to the County Auditor

Taxes Levied on Property (Line 1) = 45,468,993
Instruction (Line 24) = 71,715,574
Total Support Services (Line 31A) = 34,446,929
Noninstructional Programs (Line 32) = 5,195,434
Total Other Expenditures (Line 35A) = 28,622,071

(entered upon adoption)

District Secretary

Date Budget Adopted

County Auditor

FY 2024 BUDGET YEAR WORKSHEET

Dist Name: LINN-MAR

Dist Number: 3715

4/21/23, 8:02 AM

Local Government Property Valuation System

Resources:		General (10)	Activity (21)	Management (22)	PERL (24)	Entrp(23) Equal(25) Lib(29) SpecRev(27)	Emg Levy (26)/ Disaster R (28)	Sales Tax (33)	PPEL (36)	Other Cap Proj	Debt Service (40)	Nutrition (61)	Oth Entp (62-69)	Total	
Taxes Levied on Property	1	33,858,151		1,494,099	338,832	0	0		4,369,005		5,408,906			45,468,993	1
Utility Replacement Excise Tax	2	133,035		5,901	1,338	0	0		16,547		20,494			177,315	2
Income Surtax	3	0							0					0	3
Tuition\Transportation Received	4	6,008,610												6,008,610	4
Earnings on Investments	5	250,000	20,000	18,000	3,000			100,000	80,000	425,000				896,000	5
Nutrition Program Sales	6											50,000		50,000	6
Student Activities and Sales	7	71,400	1,000,000										407,000	1,478,400	7
Other Revenues from Local Sources	8	1,618,724		11,600					30,000			2,165,000	53,000	3,878,324	8
Revenue from Intermediary Sources	9													0	9
State Foundation Aid	10	59,285,915												59,285,915	10
Instructional Support State Aid	11	275,471												275,471	11
Other State Sources	12	288,091						9,609,177				12,111		9,909,379	12
This Line is Intentionally Left Blank	13														13
Title I Grants	14	584,691												584,691	14
IDEA and Other Federal Sources	15	2,640,454										1,935,000		4,575,454	15
Total Revenues	16	105,014,542	1,020,000	1,529,600	343,170	0	0	9,709,177	4,495,552	425,000	5,429,400	4,162,111	460,000	132,588,552	16
General Long-Term Debt Proceeds	17													0	17
Transfers In	18		25,000								9,114,607			9,139,607	18
Proceeds of Fixed Asset Dispositions	19													0	19
Special Items/Upward Adjustments	20	-275,471												-275,471	20
Total Revenues & Other Sources	21	104,739,071	1,045,000	1,529,600	343,170	0	0	9,709,177	4,495,552	425,000	14,544,007	4,162,111	460,000	141,452,688	21
Beginning Fund Balance	22	8,336,487	744,217	2,333,460	371,838	0	0	5,158,369	5,458,546	12,737,130	384,605	2,185,834	283,717	37,994,203	22
Total Resources	23	113,075,558	1,789,217	3,863,060	715,008	0	0	14,867,546	9,954,098	13,162,130	14,928,612	6,347,945	743,717	179,446,891	23
Requirements:															
Instruction	24	68,922,622	1,050,000	442,952				1,300,000						71,715,574	24
Student Support Services	25	4,262,126		28,575										4,290,701	25
Instructional Staff Support Services	26	7,659,636		54,415				452,500						8,166,551	26
General Administration	27	1,093,110		28,188										1,121,298	27
School Administration	28	5,678,935		33,980					200,000					5,912,915	28
Business & Central Administration	29	1,980,444		4,500										1,984,944	29
Plant Operation and Maintenance	30	7,701,183		1,298,858	60,000				375,000			18,000		9,453,041	30
Student Transportation	31	2,834,179		58,300					625,000					3,517,479	31
Noninstructional Programs	32			63,434	42,000							4,630,000	460,000	5,195,434	32
Facilities Acquisition and Construction	33				401,663			1,226,737	3,000,000	10,750,000				15,378,400	33
Debt Service (Principal, interest, fiscal charges)	34										9,125,707			9,125,707	34
AEA Support - Direct to AEA	35	4,117,964												4,117,964	35
Total Expenditures	36	104,250,199	1,050,000	2,013,202	503,663	0	0	2,979,237	4,200,000	10,750,000	9,125,707	4,648,000	460,000	139,980,008	36
Transfers Out	37	25,000						7,882,904	1,231,703					9,139,607	37
Other Uses	38													0	38
Total Expenditures, Transfers Out & Other Uses	39	104,275,199	1,050,000	2,013,202	503,663	0	0	10,862,141	5,431,703	10,750,000	9,125,707	4,648,000	460,000	149,119,615	39
Ending Fund Balance	40	8,800,359	739,217	1,849,858	211,345	0	0	4,005,405	4,522,395	2,412,130	5,802,905	1,699,945	283,717	30,327,276	40
Total Requirements	41	113,075,558	1,789,217	3,863,060	715,008	0	0	14,867,546	9,954,098	13,162,130	14,928,612	6,347,945	743,717	179,446,891	41

LINN-MAR Long Term Debt Schedule FY 2024
 General Obligation Bonds, Voted PPEL Loan, Lease-Purchase Payments, Revenue Bonds
 Form includes ALL long term debt.

	Series Name (A)	Original Amount of Issue (B)	Original Principal Due FY2024 (C)	Original Interest Due FY2024 (D)	Subtotal Original Obligation Due FY2024 (C)+(D)= (E)	Bond Administration Costs FY2024 (F)	Payment Reduction due to Principal Surplus Levied in Prior Years (G)	Interst Savings from Surplus Levy (H)	Amount Paid from Other Sources & Fund Balance in Appropriate Fund (I)	Net Amount Levied for this Fiscal Year (E)+(F)- (G)-(H)-(I)= (J)
	Voted GO Bonds									
(1)	Series 2017 (Refunding 2007A)	14,125,000	770,000	38,500	808,500	500				809,000
(2)	Series 2018	10,000,000	0	358,250	358,250	500				358,750
(3)	Series 2019	53,580,000	2,340,000	1,921,150	4,261,150	500				4,261,650
(4)					0					0
(5)					0					0
(6)					0					0
(7)					0					0
(8)					0					0
(9)					0					0
(10)					0					0
(11)					0					0
(12)					0					0
(13)					0					0
(14)					0					0
	Totals	77,705,000	3,110,000	2,317,900	5,427,900	1,500	0	0	0	5,429,400
	Advanced Surplus Levy									
(1)					0					0
(2)					0					0
(3)					0					0
(4)					0					0
	Totals		0		0	0				0
	Voted PPEL Loan									
(1)	Series 2016	10,000,000	1,185,000	46,703	1,231,703	500				1,232,203
(2)					0					0
(3)					0					0
(4)					0					0
	Totals	10,000,000	1,185,000	46,703	1,231,703	500	0	0	0	1,232,203
	Sales Tax Revenue Bonds									
(1)	Series 2021 (Refunding 2012, 2013,2014, and 2020)	26,865,000	1,805,000	577,988	2,382,988	500				2,383,488
(2)	Series 2022 (Refunding 2010 and 2015)	14,750,000	1,905,000	647,750	2,552,750	500				2,553,250
(3)	Series 2023 Save Revenue Bonds	15,000,000	2,100,000	847,167	2,947,167	600				2,947,767
(4)					0					0
(5)					0					0
(6)					0					0
(7)					0					0
(8)					0					0
(9)					0					0
(10)					0					0
(11)					0					0
(12)					0					0
(13)					0					0
(14)					0					0

LMCSD School Board Minutes
April 10, 2023**100: Call to Order and Determination of a Quorum**

The Linn-Mar Board of Directors meeting was called to order at 5:00 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Nelson, Rollinger, Walker, Wall, and Weaver. Administration present: Bisgard, Breitfelder, Christian, Ramos, and Read. Administration absent: Nicholson and Wear.

200: Adoption of the Agenda *Motion 183-04-10*

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

300: Special Recognition

Linn-Mar High School Associate Principal Kim Buelt shared a special recognition honoring the accomplishments of the Robotics and eSports teams.

400: Public Hearing

A public hearing was held regarding the updated HVAC plans/specs for the new administration building. No comments were received.

500: Informational Reports, Discussions, and Presentations**501: Elementary-Level Student Services and Teaching & Learning Report – Exhibit 401.1**

Michaela O'Connell, Director of Early Childhood, Melissa Tandy, Associate Director of Student Services, and Karla Ries, Director of Elementary Teaching & Learning, reported on the elementary learning programs. Information included enrollment numbers, curriculum goals, student services offered, and an update on High Reliability Schools.

502: Marion State of the City

Board members reported that a lot of great information was shared regarding the City during the March 8th Marion State of the City Address.

503: Marion City Council

Wall, Nelson, and Buchholz reported that during the March 9th, March 23rd, and April 6th Marion City Council meetings no information was shared pertaining directly to the district. Buchholz reported that during the April 6th meeting a new city council member was appointed and there was discussion on the use of a mobile traffic camera for deterring vehicle violations at busy intersections.

504: Diversity/Equity/Inclusion Committee

Wall reported that during the March 20th DEI Committee meeting high school students shared an update on their anti-bullying work. The committee also reviewed feedback from the parent/student focus groups that were conducted in February/March. Wall also reported that consultants are working on providing the committee with a document that will include its goals and priorities which will align with the district's current and future strategic plan.

505: Board Visits

Board members reported they enjoyed seeing the students and staff engaged in learning and excited to show off their buildings during their visits to Echo Hill (Mar 23rd) and Bowman Woods (Apr 6th).

506: Policy Committee

Morey reported that during the April 7th Policy Committee meeting the full 400 series [Staff/Personnel] was reviewed for procedural updates, as well as a few recommendations presented from the Iowa Association of School Boards.

507: Legislative Report

Morey and Bisgard reported on the current legislative session regarding some of the bills that passed the second funnel and provided the board with an updated handout.

508: Strategic Plan Update

Superintendent Bisgard provided the board with a handout from Collective Clarity that summarized the work of the Cabinet on the Strategic Plan. Several members of the board shared they did not want to approve the Strategic Plan without specific action steps and goals included. Bisgard clarified that no exact date had been set for the board to officially approve the new Strategic Plan, so additional work could be done to address the concerns.

509: Budget Update

Superintendent Bisgard shared a handout with the board on the proposed budget cuts for the 2023-24 and 2024-25 school years and summarized some of the recommendations. Bisgard reported that the targeted total cuts for 2023-24 amount to \$2,250,000 and \$1,500,000 for 2024-25. The total budget reductions over the two years amounts to \$3,750,000. Several board members stated they did not support the recommendation to cut \$70,000 from the Communications budget. The proposed 2023-24 budget will be presented to the board during the April 24th meeting for approval.

510: Superintendent's Update – Exhibit 510.1

Superintendent Bisgard shared updates on the current construction projects (new admin building, tennis courts, and HS parking lot), extended a welcome to Amy Kortemeyer who will begin serving as Superintendent of Schools beginning July 1st, provided a handout to the board regarding his 100-day exit plan, and congratulated the Colton Jazz Ensemble and 10th Street Edition Show Choir on their recent accomplishments.

600: Unfinished Business

700: New Business

701: Designation of Additional Depository Bank **Motion 184-04-10**

MOTION by Wall to approve Central State Bank with an authorized limit of \$5,000,000 as an additional depository for the district. Second by Nelson. Voice vote, all ayes. Motion carried.

702: First Reading of Policy Recommendations – Exhibit 702.1 **Motion 185-04-10**

MOTION by Buchholz to approve the first reading of the policy recommendations as presented. Second by Weaver. Rollinger presented questions and concerns about the wording in Policy 504. Morey clarified the policy is mandatory and based on Senate File 2080.

Morey called for the vote with the motion amended to approve the first reading with the change of “Emergency” to “Emergent” in the first line of paragraph three in Policy 504. Ayes: Buchholz, Morey, Nelson, Walker, Wall, and Weaver. Nay: Rollinger. Motion carried.

The full 400 series [Staff/Personnel] was reviewed, as well as several recommendations received from the Iowa Association of School Boards.

Policy #	Title
401.1	Code of Professional Conduct and Ethics
401.7	Licensed Personnel Resignation
402.1	Definition of Classified Personnel
402.2	Assignment and Transfer of Classified Personnel
402.6	Reduction in Workforce of Classified Personnel
403.4-E	Notice to Employees Regarding Substance-Free Workplace
403.11	Hazardous Chemical Disclosure
403.17-E	Employee Conflict of Interest Disclosure Form
403.21	Employee Relations, Appearance, and Conduct
403.27-R	Regulations Regarding Pay Deductions
403.31	Workers Compensation Injury/Illness on the Job
403.34	Employee Termination Voluntary/Involuntary
403.36	Safety Accountabilities and Responsibilities
504	Student Health Services
504.32	Stock Prescription Medication Supply
604.1	Guidance and Counseling
902.2-R	Radon Mitigation Administrative Regulations

703: Open Enrollment Requests Motion 186-04-10

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

APPROVED IN

Name	Grade	Resident District
Gaur, Tejasv	K	Cedar Rapids CSD

DENIED IN

Name	Grade	Resident District	Reason
Brooks, Brooklyn	9 th	Cedar Rapids CSD	Insufficient space

800: Consent Agenda Motion 187-04-10

MOTION by Wall to approve the consent agenda with the exclusion of item 807.7 (Newsela agreement). Second by Buchholz. Walker requested additional information on the Mercy Family Counseling agreement and Rollinger requested additional information on the Xello agreement. Voice vote, all ayes. Motion carried.

Rollinger presented concerns about the Newsela agreement regarding legislators and the use of divisive concepts. It was clarified that Newsela is part of the social studies curriculum relating to current events and will only be utilized by 7th/8th graders in 2023-24. **MOTION** by Wall to approve Item 807.7 (Newsela agreement) as presented. Second by Walker. Voice vote. Ayes: Buchholz, Morey, Nelson, Walker, Wall, and Weaver. Nay: Rollinger. **Motion 188-04-10**

801: Personnel

Certified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Hammann, Kyle	HP: Art Teacher	8/14/23	BA, Step 10
March, Kate	OR: School Counselor	8/1/23	MA, Step 5
Meeks, Austin	From GW Induction Coach to EX 7 th Gr Math Teacher	8/14/23	Same
Von Lehmden, Ellie	IC: PE Teacher	8/14/23	BA, Step 1

Certified Staff: Extended Leave of Absence

Name	Assignment	Dept Action	Reason
McDonald, Alix	IC: 3 rd Gr Teacher	2023-24 school year	Childcare

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Baranowski, Bri	District ELL Teacher	6/1/23	Personal
Dierks, Ky	EX: 7 th Gr Math Teacher	6/1/23	Relocation
Hutchinson, Andrea	HP: 5 th Gr Teacher	6/1/23	Other employment
Jameson, Ann	HS: Science Teacher	6/1/23	Other employment
Rachel Sillman, Skylah	OR: Orchestra Teacher	6/1/23	Personal
Wanda, Victoria	OR: School Counselor	6/9/23	Personal
Williams, Billi	OR: .5 Spanish Teacher	6/1/23	Personal

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Altmaier, Shirryl	NS: HS General Help from 4 to 7 hours/day	3/20/23	SEIU A, Step 1
Behrens, Blake	AC: Aquatic Instructor	3/29/23	\$12.00/hour
Derby, Richard	BP: Student Support Associate	4/4/23	LMSEAA II, Step 1
Elliott, Jasmine	AC: Aquatic Instructor	3/20/23	\$11.00/hour
Fireman, Tom	AC: Aquatic Instructor	3/20/23	\$11.00/hour
Fisher, Cheyenne	LG: Student Support Associate	4/4/23	LMSEAA II, Step 1
Gannon, Casey	AC: Aquatic Instructor	3/20/23	\$12.00/hour
Girard, Maren	AC: Aquatic Instructor	3/20/23	\$11.00/hour
Hayes, Beth	District ESY Coordinator	3/7/23	\$5,000
Hoover-Grindle, Ian	AC: Aquatic Instructor	3/27/23	\$12.00/hour
Krecioch, Mandy	LG: From Custodian to Lead Custodian	3/20/23	SEIU C +.50, Step 2
Pio, Lauren	AC: Swim Lesson Coordinator	3/21/23	\$15.00/hour
Sandhanam, Latha	EH: Student Support Associate from 5.5 to 7 hours/day	3/20/23	Same
Shelton, Lilianna	AC: Aquatic Instructor	3/20/23	\$11.00/hour
Sieren, Rylee	AC: Aquatic Instructor	3/20/23	\$11.00/hour
Steffen, Ian	AC: Aquatic Instructor	3/20/23	\$12.00/hour
Thomasson, Regina	AC: Swim Lesson Coordinator	3/20/23	\$15.00/hour
Thomasson, Robert	AC: Swim Lesson Coordinator	3/20/23	\$15.00/hour
Whitmore, Haley	HS: Student Support Associate	3/20/23	LMSEAA II, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Ampey, Anthony	NS: HS General Help	3/10/23	Other employment
Harless, Roni	OR: Counselors Secretary	4/18/23	Other employment
Korapadi, Archana	EH: Student Support Associate	3/20/23	Personal
McGowan, Julie	NS: WF General Help/Cashier	3/31/23	Relocation
Saddoris, John	NS: WE General Help	3/8/23	Termination
Schmit, Xandra	EX: Student Support Associate	3/24/23	Relocation

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

Name	Assignment	Dept Action	Salary Placement
Barker, Caleb	HS: Assistant 9 th Gr Football Coach	3/24/23	\$3,396
Eivins, Ryan	HS: Assistant Varsity Football Coach	3/24/23	\$3,396
Frazier, Katie	HS: From Assistant to Head Poms Coach	8/1/23	\$3,396
Harksen, Erich	EX: Head 8 th Gr Football Coach	8/15/23	\$3,396
Kelley, Tyler	EX: Assistant 7 th /8 th Gr Girls Track Coach	3/21/23	\$3,018
Tovey, Reed	HS: Assistant Boys Soccer Coach	3/13/23	\$2,153

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Abbott, Megan	EX: Head 8 th Gr Volleyball Coach	3/24/23	Personal
Belin, Tom	HS: Head Varsity Boys Swim Coach	3/8/23	Personal
Fritts, Jack	HS: Assistant Varsity Boys Swim Coach	3/29/23	Personal
Montgomery, Brittany	HS: Head JV Poms Coach	3/23/23	Personal
Pierson, Travis	EX: Head 8 th Gr Football Coach	3/7/23	Personal

802: Approval of March 6th Minutes – Exhibit 802.1

803: Approval of March 10th Special Session Minutes – Exhibit 803.1

804: Approval of March 22nd Special Session Minutes – Exhibit 804.1

805: Approval of March 27th Special Session Minutes – Exhibit 805.1

806: Approval of Bills/Warrants – Exhibit 806.1

807: Approval of Contracts – Exhibits 807.1-9

1. Mercy Family Counseling amendment to agreement to extend services
2. Mt Mercy University student teaching/field experience program
3. Coe College student teaching program
4. City of Marion use/maintenance/repair/upkeep of sports and recreation facilities
5. Ability Physical Therapy strength and conditioning services agreement
6. Xello subscription renewal
7. Newsela customer agreement
8. Ann Osborne independent contractor agreement
9. Erik Rohde independent contractor agreement
10. Agreements for Special Education student services with College CSD (1) and To the Rescue
(1). *For student confidentiality, exhibits are not provided.*

808: Informational Financial Reports – Exhibits 808.1-2

1. School Finance and Cash Balance Reports as of February 28, 2022
2. School Finance and Cash Balance Reports as of February 28, 2023

900: Board Communications, Calendar, and Committees

901: Board Communications

Buchholz shared there is a Venture Academics Advisory meeting on April 27th at 4:00 PM. Weaver shared a story celebrating the 10th Street Show Choir students, and Morey reminded the board that if they would like to attend the IASB Student Summit to RSVP to Gayla.

902: Board Calendar

Date	Time	Event	Location
Apr 17	5:00 PM	Diversity/Equity/Inclusion Committee	Boardroom
Apr 20	7:30 AM	Finance/Audit Committee	LRC Room 203
<i>Apr 20</i>		<i>LM Foundation Dine Out for Schools Day</i>	
Apr 20	11:30 AM	Board Visit	Indian Creek
Apr 20	5:30 PM	Marion City Council	City Hall
Apr 24	5:00 PM	Board Meeting	Boardroom
Date	Time	Event	Location
<i>May 3</i>	<i>11:30 AM</i>	<i>MEDCO Annual Luncheon</i>	<i>Twenty40 Building Concepts</i>
May 3	5:00 PM	LIONS & Volunteer Awards	Boardroom
May 4	11:30 AM	Board Visit	Linn Grove Elementary
May 4	5:30 PM	Marion City Council	City Hall
May 8	5:00 PM	Board Meeting	Boardroom
<i>May 8</i>	<i>7:00 PM</i>	<i>Senior Recognition Night</i>	<i>HS Auditorium</i>
May 15	5:00 PM	Diversity/Equity/Inclusion Committee	Boardroom
May 18	7:30 AM	Finance/Audit Committee	LRC Room 203
May 18	4:00 PM	School Improvement Advisory Committee	Boardroom
May 18	5:30 PM	Marion City Council	City Hall
May 22	5:00 PM	Board Meeting	Boardroom
<i>May 23</i>	<i>Noon</i>	<i>100-Hour Volunteer Luncheon</i>	<i>Hills Bank-Marion</i>
May 28	1:00 PM	LMHS Commencement Ceremony	Alliant Energy Powerhouse
Date	Time	Event	Location
June 8	5:30 PM	Marion City Council	City Hall
June 12	5:00 PM	Board Meeting	Boardroom
June 22	5:30 PM	Marion City Council	City Hall

903: Committees/Advisories

Committee	2022-23 Representatives
Finance/Audit Committee	Buchholz, Morey, and Weaver
Policy Committee	Morey, Nelson, and Wall
Career & Technical Education Advisory (CTE)	Nelson, Rollinger, and Walker
School Improvement Advisory Committee (SIAC)	Rollinger, Walker, and Wall

1000: Audience Communications

1. James Thatcher, Resident, Board actions regarding Policy 504
2. Tiffany DeBow, Parent, Board actions regarding communication and policy
3. Amanda Rink, Parent, Appreciation of staff
4. Katie Lowe Lancaster, Citizen, Appreciation of LM education and inclusion
5. Vanessa Renaud, Parent, Appreciation of Linn-Mar education and staff
6. Circe Stumbo, Citizen, Appreciation of LM and inclusion of marginalized students
7. Derek Jensen, Parent, Appreciation of Show Choir program
8. Geralyn Jones, Resident, Concerns on Newsela agreement and lack of email follow up

1100: Adjournment Motion 189-04-10

MOTION by Wall to adjourn the meeting at 8:17 PM. Second by Nelson. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

David Nicholson, Board Secretary/Treasurer

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/07/2023 - 04/20/2023

Fiscal Year: 2022-2023

Vendor Name	Description	Check Total
Fund: AQUATIC CENTER		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$5,750.85
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$169.89
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$726.59
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$169.89
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$726.59
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$456.19
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$523.83
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$786.18
RECREONICS, INC	GENERAL SUPPLIES	\$8,320.49
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$192.09
	Fund Total:	\$17,822.59
Fund: GENERAL		
ABILITY PHYSICAL THERAPY, P.C.	OTHER PROFESSIONAL	\$10,549.16
ACME TOOLS	GENERAL SUPPLIES	\$342.36
ACME TOOLS	INSTRUCTIONAL SUPPLIES	\$95.00
ADVANCE AUTO PARTS	TRANSP. PARTS	\$129.86
ADVANTAGE	GENERAL SUPPLIES	\$108.54
AGVANTAGE FS	PROPANE	\$5,997.34
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$269.00
AIRGAS NORTH CENTRAL	GENERAL SUPPLIES	\$357.45
ALLIANT ENERGY	ELECTRICITY	\$8,102.42
BARNARD INSTRUMENT REPAIR, INC	EQUIPMENT REPAIR	\$87.50
BARNARD INSTRUMENT REPAIR, INC	INSTRUCTIONAL SUPPLIES	\$225.00
BISGARD SHANNON	STAFF TRAVEL	\$67.00
BLANK PARK ZOO	GENERAL SUPPLIES	\$237.18
BUDGET CAR RENTAL	RENTALS EQUIPMENT	\$2,251.01
BUILDING WINGS LLC	INSTRUCTIONAL SUPPLIES	\$2,749.94
BURGESS GAYLA	STAFF TRAVEL	\$38.00
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$60.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$450.00
CAHALAN TOM	OFFICIAL/JUDGE	\$85.00
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$3,637.14
CARROLL CONSTRUCTION SUPPLY	GROUNDS UPKEEP	\$477.77
CEDAR RAPIDS COMM SCH DIST	PROF SERV: EDUCATION	\$281.05
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$1,025.25
CEDAR RAPIDS WINSUPPLY PLUMBING CO	HEAT/PLUMBING SUPPLY	\$5,280.54
CEDAR VALLEY WORLD TRAVEL	STAFF TRAVEL	\$1,760.00
CEDAR VALLEY WORLD TRAVEL	TRANSP PRIVATE CONT	\$7,980.00
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$8,335.05
CENTURYLINK	TELEPHONE	\$2,377.46
CHRISTIAN KARLA	STAFF TRAVEL	\$144.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$491.40
CITY OF MARION	OTHER PROFESSIONAL	\$21,880.00
COE COLLEGE	TUITION COLLEGE/UNIV	\$250.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/07/2023 - 04/20/2023

Fiscal Year: 2022-2023

Vendor Name	Description	Check Total
COLLECTION	EE LIAB-GARNISHMENTS	\$2,221.86
CR/LC SOLID WASTE AGENCY	GROUNDS UPKEEP	\$66.87
CRESCENT PARTS & EQUIPMENT CO., INC	ELECTRICAL SUPPLY	\$371.29
CROWBAR'S	GENERAL SUPPLIES	\$12.71
CROWBAR'S	TRANSP. PARTS	\$54.02
CULLIGAN	GENERAL SUPPLIES	\$515.45
CUMMINS SALES AND SERVICE	TRANSP. PARTS	\$599.25
CUMMINS SALES AND SERVICE	VEHICLE REPAIR	\$5,618.54
DOUG ELSBURY	GENERAL SUPPLIES	\$398.00
DRY CLEANING PLUS	INSTRUCTIONAL SUPPLIES	\$588.00
ELECTRONIC ENGINEERING CO	RADIOS	\$435.70
EMPLOYEE RESOURCE SYSTEMS, INC	GENERAL SUPPLIES	\$1,886.49
F & B CAB CO., INC	TRANSP PRIVATE CONT	\$754.50
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$114.04
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$3,443,226.71
FARMTEK	INSTRUCTIONAL SUPPLIES	\$377.40
FLINN SCIENTIFIC	INSTRUCTIONAL SUPPLIES	\$24.68
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$638.39
GOLDSBERRY HALEY	STAFF TRAVEL	\$18.00
GOODWILL OF THE HEARTLAND	PROF SERV: EDUCATION	\$751.00
GRAINGER	GENERAL SUPPLIES	\$217.92
GREENWOOD CLEANING SYSTEMS	MAINTENANCE SUPPLIES	\$8,526.75
HALVERSON GINGER	STAFF TRAVEL	\$136.60
HANDS UP COMMUNICATIONS	PROF SERV: EDUCATION	\$925.00
HARGERS ACCOUSTICS INC	GENERAL SUPPLIES	\$132.00
HAYES BETH	STAFF TRAVEL	\$53.25
HEMESATH CORTNEE	STAFF TRAVEL	\$106.00
HENNINGS KELLY	STAFF TRAVEL	\$21.75
HOBY	INSTRUCTIONAL SUPPLIES	\$620.00
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$148.80
IMON COMMUNICATIONS LLC	INTERNET	\$180.00
IMON COMMUNICATIONS LLC	TELEPHONE	\$2,173.54
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$69,579.79
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$297,512.87
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$69,579.79
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$297,512.87
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$395,887.05
INTRADO INTERACTIVE SERVICES CORP.	COMPUTER SOFTWARE	\$9,375.00
IOWA CHORAL DIRECTORS ASSN.	INSTRUCTIONAL SUPPLIES	\$28.00
IOWA COMMUNICATIONS NETWORK	COMPUTER SOFTWARE	\$11.08
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$50,087.10
IOWA HIGH SCHOOL MUSIC ASSOC	DUES AND FEES	\$851.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$359,226.13
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$539,125.08
IOWA SHARES	EE LIAB-CHARITY	\$23.00

Linn-Mar Community School District

IA - Warrants Paid Listing

Criteria

Date Range: 04/07/2023 - 04/20/2023

Fiscal Year: 2022-2023

Vendor Name	Description	Check Total
IOWA STATE UNIVERSITY	INSTRUCTIONAL SUPPLIES	\$160.00
ISFIS	OTHER PROFESSIONAL	\$496.50
JOHN DEERE FINANCIAL	SHOP TOOLS/EQUIPMENT	\$258.98
KEGEL ALLYSON	INSTRUCTIONAL SUPPLIES	\$120.00
KIRKWOOD COMM COLLEGE	TUITION IN STATE	\$42,283.00
KIRKWOOD COMM COLLEGE	TUITION-COMM COLLEGE	\$17,815.00
KOENEN KARLA	STAFF TRAVEL	\$35.40
LINDER TIRE SERVICE INC	TIRES AND TUBES	\$7,280.88
LINN COUNTY REC	ELECTRICITY	\$37,207.19
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$590.25
LINN-MAR FOUNDATION	EE LIAB-CHARITY	\$250.00
LITERATI, INC	LIBRARY BOOKS	\$2,668.40
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$177.01
LYNCH FORD	TRANSP. PARTS	\$176.00
MARCO TECHNOLOGIES, LLC	GENERAL SUPPLIES	\$494.00
MARION INDEPENDENT SCHOOLS	TUITION OPEN ENROLL	\$9,596.12
MARION IRON CO.	GENERAL SUPPLIES	\$20.00
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$71.24
MARION JANITORIAL SUPPLY CO	GENERAL SUPPLIES	\$225.10
MARION JANITORIAL SUPPLY CO	MAINTENANCE SUPPLIES	\$41.70
MCANULTY MEDIA INC	GENERAL SUPPLIES	\$11,323.70
MCMaster-CARR	GENERAL SUPPLIES	\$29.52
MEDIACOM	INTERNET	\$437.80
MENARDS -13127	GENERAL SUPPLIES	\$884.96
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$249.47
MENARDS -13127	SHOP TOOLS/EQUIPMENT	\$78.36
MERCYCARE BUSINESS HEALTH SOLUTIONS	OTHER PROFESSIONAL	\$175.00
MID AMERICAN ENERGY	NATURAL GAS	\$217.75
MIDWAY OUTDOOR EQUIPMENT INC	REPAIR PARTS	\$208.80
MOUNT MERCY UNIVERSITY.	TUITION COLLEGE/UNIV	\$31,117.48
MTI DISTRIBUTING INC	GROUNDS UPKEEP	\$555.12
NAPA AUTO PARTS	SHOP TOOLS/EQUIPMENT	\$693.79
NAPA AUTO PARTS	TRANSP. PARTS	\$997.85
O'CONNELL MICHAELA	STAFF TRAVEL	\$43.75
OFFICE EXPRESS	GENERAL SUPPLIES	\$155.70
ORKIN PEST CONTROL	OTHER PROFESSIONAL	\$470.00
PARTS TOWN, LLC	GENERAL SUPPLIES	\$960.75
PEARSON LAURA	STAFF TRAVEL	\$117.50
PLUMB SUPPLY CO.	HEAT/PLUMBING SUPPLY	\$1,725.01
PLUMBERS SUPPLY COMPANY	HEAT/PLUMBING SUPPLY	\$509.04
POINTCORE GRAPHIC SOLUTIONS	GENERAL SUPPLIES	\$940.08
PUSH-PEDAL-PULL	OTHER PROFESSIONAL	\$500.00
REAMS SPRINKLER SUPPLY	GROUNDS UPKEEP	\$43.21
RECREONICS, INC	MAINTENANCE SUPPLIES	\$2,378.30
RISE VISION INC	INSTRUCTIONAL SUPPLIES	\$291.60

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Vendor Name	Description	Check Total
ROCHESTER ARMORED CAR CO INC	GENERAL SUPPLIES	\$885.04
ROTO-ROOTER	SHOP TOOLS/EQUIPMENT	\$1,142.40
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$121.20
SADLER POWER TRAIN	TRANSP. PARTS	\$362.43
SCHULMERICH BELLS, LLC	INSTRUCTIONAL SUPPLIES	\$121.75
SCHULTZ STRINGS INC	EQUIPMENT REPAIR	\$201.88
SIGN PRO	GENERAL SUPPLIES	\$1,515.00
SOLARWINDS, INC	COMPUTER SOFTWARE	\$6,170.00
STATE HYGIENIC LABORATORY	GENERAL SUPPLIES	\$13.50
STEWART ALEX	STAFF TRAVEL	\$679.14
TERMINAL SUPPLY COMPANY	SHOP TOOLS/EQUIPMENT	\$94.35
THE BOOKHOUSE	LIBRARY BOOKS	\$5,526.26
THE PAPER CORPORATION	MAINTENANCE SUPPLIES	\$1,310.68
THE SHREDDER	OTHER PROFESSIONAL	\$697.00
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$896.52
TIMBERLINE BILLING SERVICE LLC	DATA PROCESSING AND	\$6,793.56
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$166,621.71
TRI-CITY ELECTRIC COMPANY OF IOWA	TECH REPAIRS	\$765.00
TX Child Support SDU	EE LIAB-GARNISHMENTS	\$20.50
U.S. CELLULAR	TELEPHONE	\$204.20
UNITED REFRIGERATION	HEAT/PLUMBING SUPPLY	\$131.04
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$123.00
VAN METER CO	ELECTRICAL SUPPLY	\$1,903.72
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$80,006.38
WEST MUSIC CO	EQUIPMENT REPAIR	\$889.50
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$740.44
WIELAND & SONS LUMBER CO	INSTRUCTIONAL SUPPLIES	\$1,275.00
WINDSTAR LINES	TRANSP PRIVATE CONT	\$5,768.00
YANDA JULIE	INSTRUCTIONAL SUPPLIES	\$475.00
Fund Total:		\$6,107,360.20
Fund: LOCAL OPT SALES TAX		
RIVERSIDE TECHNOLOGIES, INC	CONSTRUCTION SERV	\$10,725.00
TRAVERSE LANDSCAPE ARCHITECTS, LLC	ARCHITECT	\$1,680.00
Fund Total:		\$12,405.00
Fund: NUTRITION SERVICES		
ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$18,596.51
CITY LAUNDERING COMPANY	PROFESSIONAL	\$3,541.65
EMS DETERGENT SERVICES	GENERAL SUPPLIES	\$2,464.50
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$55,334.10
FISH STACY	STAFF TRAVEL	\$112.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$1,048.30
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$4,482.24
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$1,048.30
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$4,482.24
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$2,631.05

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Vendor Name	Description	Check Total
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$10,200.86
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$15,309.28
PAN-O-GOLD BAKING CO.	PURCHASE FOOD	\$2,838.04
RAPIDS WHOLESALE EQUIP CO	GENERAL SUPPLIES	\$540.00
RAPIDS WHOLESALE EQUIP CO	MACHINERY AND EQUIP	\$7,910.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$1,174.18
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$220.00
Fund Total:		\$131,933.25
Fund: PHY PLANT & EQ LEVY		
D & K PRODUCTS	GENERAL SUPPLIES	\$9,812.00
DE LAGE LANDEN PUBLIC FINANCE	COMPUTER/COPIER RENT	\$5,194.70
MIDWAY OUTDOOR EQUIPMENT INC	EQUIPMENT >\$5,000	\$629.00
TRI-CITY ELECTRIC COMPANY OF IOWA	CONSTRUCTION SERV	\$3,290.80
UNITED REFRIGERATION	BLDG. CONST SUPPLIES	\$1,732.79
Fund Total:		\$20,659.29
Fund: PUB ED & REC LEVY		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$1,957.05
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$36.44
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$155.84
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$36.44
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$155.84
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$124.69
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$167.48
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$251.36
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$89.52
Fund Total:		\$2,974.66
Fund: SALES TAX REVENUE BOND CAP PROJECT		
HALL & HALL ENGINEERS INC	ARCHITECT FEES	\$800.00
OPN ARCHITECTS, INC.	ARCHITECT FEES	\$342,686.53
QC GEOTHERMAL INC	CONSTRUCTION SERV	\$18,450.00
Fund Total:		\$361,936.53
Fund: STUDENT ACTIVITY		
AL-SHMERY FALIHA	OFFICIAL/JUDGE	\$65.00
AL-YASSIRI LATIF	OFFICIAL/JUDGE	\$65.00
AMES HIGH SCHOOL	DUES AND FEES	\$125.00
ANTONIO AMO CUELLAR	OFFICIAL/JUDGE	\$130.00
ATHLETE PERFORMANCE SOLUTIONS	GENERAL SUPPLIES	\$1,695.00
BAUMGARTNER CHLOE	OFFICIAL/JUDGE	\$230.00
BOOSTER CLUB	GENERAL SUPPLIES	\$36.25
BROTHEUS BRYAN	OFFICIAL/JUDGE	\$131.50
BUDGET CAR RENTAL	STAFF TRAVEL	\$2,475.72
CANDICE L. MULLNIX	GENERAL SUPPLIES	\$108.00
CEDAR VALLEY WORLD TRAVEL	STAFF TRAVEL	\$500.00
CHARLES MALO	OFFICIAL/JUDGE	\$130.00

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Vendor Name	Description	Check Total
CLEAR CREEK AMANA COMMUNITY SCHOOL	DUES AND FEES	\$90.00
COLLEGE COMMUNITY SCHOOLS	DUES AND FEES	\$160.00
DECKER SPORTING GOODS	GENERAL SUPPLIES	\$1,324.55
DICK POND ATHLETICS INC	GENERAL SUPPLIES	\$1,507.00
DORIAN BUSINESS SYSTEMS, INC	GENERAL SUPPLIES	\$349.00
DUBUQUE HEMPSTEAD HIGH SCHOOL	DUES AND FEES	\$125.00
ELITE SPORTS	GENERAL SUPPLIES	\$110.59
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,557.25
FISCHER TERRY	OFFICIAL/JUDGE	\$296.16
GIBSON TIMOTHY	OFFICIAL/JUDGE	\$50.00
HALL BRIAN	OFFICIAL/JUDGE	\$170.00
HUNTERS RIDGE GOLF COURSE	DUES AND FEES	\$1,500.00
INTENSITY	OFFICIAL/JUDGE	\$50.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$42.33
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$180.94
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$42.33
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$180.94
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$64.35
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$225.76
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$338.81
KENNEDY HIGH SCHOOL	DUES AND FEES	\$100.00
KENNEDY SUMMER BASKETBALL LEAGUE	DUES AND FEES	\$800.00
KOENIGHAIN NICHOLAS	OFFICIAL/JUDGE	\$130.00
LIPPERT JORDAN	OFFICIAL/JUDGE	\$50.00
LRS PORTABLES OF IOWA	DUES AND FEES	\$225.00
LRS PORTABLES OF IOWA	GENERAL SUPPLIES	\$317.16
LUIS PARRAGUEZ	OFFICIAL/JUDGE	\$159.50
MARION INDEPENDENT SCHOOLS	DUES AND FEES	\$100.00
MCDONALD IMAGING SOLUTIONS	GENERAL SUPPLIES	\$188.00
MCMASTER-CARR	INSTRUCTIONAL SUPPLIES	\$117.22
MCVEIGH SEAN	OFFICIAL/JUDGE	\$125.00
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$407.40
MICKELSON STEVE	OFFICIAL/JUDGE	\$65.00
MONTICELLO HIGH SCHOOL	DUES AND FEES	\$25.00
MONTICELLO SPORTS	GENERAL SUPPLIES	\$452.00
MONTICELLO SPORTS	INSTRUCTIONAL SUPPLIES	\$9,218.00
MORIARTY TERENCE	OFFICIAL/JUDGE	\$145.30
NATURE'S WAY CLEANERS	GENERAL SUPPLIES	\$273.00
OJA BRADLEY	OFFICIAL/JUDGE	\$225.00
ON DECK SPORTS	GENERAL SUPPLIES	\$346.94
PELLA COMMUNITY HIGH SCHOOL	DUES AND FEES	\$140.00
PIQUERAS JOSE	OFFICIAL/JUDGE	\$115.00
POINTCORE GRAPHIC SOLUTIONS	GENERAL SUPPLIES	\$20.25
PROJECT SAFE CRCA	GENERAL SUPPLIES	\$1,500.00
RIDDELL ALL-AMERICAN	GENERAL SUPPLIES	\$7,083.45

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RIDDELL ALL-AMERICAN	INSTRUCTIONAL SUPPLIES	\$17,338.70
ROBERTS DEREK	OFFICIAL/JUDGE	\$150.00
SCHULTZ STRINGS INC	GENERAL SUPPLIES	\$151.25
SCHULTZ STRINGS INC	INSTRUCTIONAL SUPPLIES	\$133.39
SCRANTON ROBERT	OFFICIAL/JUDGE	\$137.36
SHABANI JUMA	OFFICIAL/JUDGE	\$115.00
SHANNON WRESTLING & TIMING, LLC	OFFICIAL/JUDGE	\$952.40
SMITH TIMOTHY C	OFFICIAL/JUDGE	\$125.00
SOCCER MASTER	GENERAL SUPPLIES	\$261.00
TRAN ELENA	OTHER ACT INCOME	\$50.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$24.68
TRIBBLE ALAN	OFFICIAL/JUDGE	\$105.00
WEST MUSIC CO	GENERAL SUPPLIES	\$210.58
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$514.44
WESTERN DUBUQUE HIGH SCHOOL	GENERAL SUPPLIES	\$90.00
WESTPFAHL KARLISSA	OFFICIAL/JUDGE	\$50.00
WIEBEL GLEN	OFFICIAL/JUDGE	\$100.00
WILDWOOD LODGE	STAFF TRAVEL	\$1,324.96
Fund Total:		\$59,218.46
Fund: STUDENT STORE		
KIECK'S CAREER APPAREL	GENERAL SUPPLIES	\$325.00
Fund Total:		\$325.00
Grand Total:		\$6,714,634.98

End of Report