

# BOARD REPORT

April 18, 2011

Educating people to be life-long learners  
and respectful, responsible citizens



# INDEPENDENCE COMMUNITY SCHOOL DISTRICT

1207 First Street West  
Independence, Iowa 50644

PH: (319) 334-7400

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Jean Peterson  
Superintendent

Lynnette Engel  
Director of Finance  
Board Secretary/Treasurer

April 15, 2011

To: All School Board Members

From: Jean Peterson, Superintendent

Voting Orders:

Dawnye Sturtz – DD #2 ‘11

Charlie McCardle – DD # 3 ‘11

John Christensen – DD # 3 ‘13

Kathryn Jensen – DD # 1 ‘11

Stacy Henderson – At-Large ‘13

Re: Working agenda for the regular meeting on **Monday, April 18, 2011** beginning at **6:30 p.m.** at the **Rowley Community Center**, Rowley, Iowa

1. PLEDGE OF ALLEGIANCE

A. Call to order

2. FRIEND OF EDUCATION

A. R and R Coffee Group

*We would like to recognize and honor the R and R Coffee Group. The group has given a scholarship for ten years and for the past six it has been in the amount of \$1000.00. Joe Olson, Lloyd Davis and Gerry Behan, members of the group, are morning greeters at the Jr/Sr High School.*

B. Security State Bank

*We would like to recognize and honor Security State Bank for donating pencils for students to use during the Iowa Tests of Basic Skills and the Iowa Tests of Educational Development.*

C. Independence Eagles and Independence Eyes of the Future Committees  
*We would like to recognize and honor the Independence Eagles and Independence Eyes of the Future Committees for generously donating over \$500.00 to the mentoring fund with two separate fund raisers.*

3. SPOTLIGHT ON EDUCATION

A. Future Problem Solving

*We would like to recognize and honor the sixth grade Future Problem Solving Team for qualifying for the State Bowl competition. The students are Ryan Adams, Grace Bertelli and Tia Whited. They received 5th place at state for skit presentation. Special thanks to Jackie Berryhill for sponsoring the students.*

B. Independence High School Jazz Band

*We would like to recognize and honor the Independence High School Jazz Band for finishing 2nd at the Iowa Jazz Championships. Members include Aaron Allen, Rachel Barloon, Blake Bitterman, Joshua Briggs, Hannah Butler, Austin Ciesielski, Benjamin Crawford, Luke Crawford, April Donlon, Jasmine Fischels, Kayla Fleming, Julia Grover, Kyle Harms, Peter Haverkamp, Adam Kurt, Tony Lake, Angela McCardle, Kyle Mentzer, TJ Peters and Brittany Robb. We would also like to recognize Mr. David Lang for sponsoring the students.*

4. CONSIDERATION OF ACTION ON CONSENT ITEMS

A. Approval of the minutes of the public hearing on March 21, 2011, the regular meeting on March 21, 2011, the public hearing on April 6, 2011 and the special session on April 6, 2011.

Motion 4.A.

*I am seeking approval of the minutes.*

B. Approval of Agenda

Motion

*I am seeking approval of the agenda.*

C. Approval of Board Policies (\* changes noted)

Motion 4.C.

**Second Readings:**

	POLICY #	POLICY NAME
1.	303.5	Superintendent Evaluation
2.	303.6	Superintendent Professional Development
3.	303.7	Superintendent Civic Activities
4.	303.8	Superintendent Consulting/Outside Employment

*I am seeking approval of the above policies' second readings.*

**First Readings:**

	POLICY #	POLICY NAME
1.	304.1	Administrative Positions
2.	304.2	Administrator Qualifications, Recruitment, Appointment
3.	304.3	Administrator Contract and Nonrenewal
4.	304.4	Administrator Salary and Other Compensation
5.	304.5	Administrator Duties
6.	304.6	Administrator Evaluation
7.	304.7	Administrator Professional Development

*I am seeking approval of the above policies' first readings.*



## D. Transfers/Reassignments

Motion

NAME	PREVIOUS ASSIGNMENT	NEW ASSIGNMENT	DATE
Bridget Becker	Third Grade Teacher	Fourth Grade Teacher	2011-2012 School Year
Janette Hopkins	4 hr Media Assoc/4 hr PK4	8 hr East Elem Secretary	2011-2012 School Year
Brandi Klima	First Grade Teacher	Kindergarten Teacher	2011-2012 School Year

***I am seeking approval of the above transfer(s)/reassignment(s).***

E. New Hires (*pending acceptable background checks*)

Motion

NAME	ASSIGNMENT	SALARY	DATE
Allison Anderson	7 <sup>th</sup> Grade Softball Coach	\$1,461	05/01/2011
Michael Doyle	Driver Education Coordinator	\$1,012	03/01/2011
Jayne Hurley	Driver Education Instructor	\$5,114	05/27/2011
Nichole LaMarsh	8 <sup>th</sup> Grade Softball Coach	\$1,405	05/01/2011
Robert Lynch	Assistant Girls Soccer Coach	\$2,248	03/23/2011
Steven Posey	Assistant Softball Coach	\$2,518	05/09/2011
Pam Wendel	West Elem 2.25 hr Dishwasher/FS Worker	\$8.75/hr	04/18/2011

***I am seeking approval of the above new hire(s).***

## F. Resignations

Motion

NAME	ASSIGNMENT	DATE
Keith Donnelly	7 <sup>th</sup> Grade Football Coach (.6 FTE)	04/12/2011
Mike Donnelly	Director of Transportation, Buildings, Grounds & Maintenance	06/30/2011
Elizabeth Gloede	East Elementary 5.5 hr Sp Ed Student Associate	04/21/2011
Dave Jacobson	Assistant Jr/Sr HS Principal/Activities Director	06/30/2011

***I am seeking approval of the above resignation(s).***

## G. Termination of Contracts – Certified Staff

Motion 4.G.

***I am seeing approval of the following terminations due to budgetary decisions and/or program elimination for the 2011-2012 school year:***

- ***Allison Anderson, .5 FTE West Elementary Math Strategist***
- ***Amy Gustafson, .6 FTE Jr/Sr High School Math Teacher***
- ***Molli Jacobsen, .5 FTE Jr/Sr High School Reading Strategist***
- ***Therese Olson, Home School Coordinator***

***Roll Call Vote***

## H. Approval of Financial Reports

Motion 4.H.

1. Approval of Bills – Director Jensen will have reviewed the bills
2. Vendor Report
3. Board Report

## 5. ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS

- A. Comments from public
- B. Comments from Board
- C. Presentations

1. Spotlight on Independence Schools
  - a. Student Presentations – Mrs. Steger's High School Mass Media Class



6. REPORTS

A. Building Administrator Reports

6.A.

1. Sr High School
2. Jr High School
3. West Elementary
4. East Elementary/Early Childhood Center

B. Activities Director Report

6.B.

C. School Improvement/Curriculum Director Report

6.C.

D. Technology Report

6.D.

E. Food Service Report

6.E.

F. Transportation/Building & Grounds Report

6.F.

7. NEW BUSINESS

A. Fund Raising Request(s)

Motion 7.A.

***I am seeking approval of the following fund raising request(s).***

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Fashion & Fabrics II Class	Sell can koozies w/Indee logo & made from bright fabric for \$2	Entrepreneur project. Profits go to purchase materials for a quilt for someone w/breast cancer; other \$ will be used to replace embroidery & equipment for the FCS lab		\$100 - \$125	4/19/11 – 5/10/11
HS Girls Track	Get donations for the poster from parents and businesses	Produce a track schedule poster		\$150 - \$250	As soon as approved
West Elem Enrichment Camp	Sponsorship for camp	Supplies, field trips and materials for camp			4/19/11 – 8/30/11
West Elem	Mother/son, father/daughter dance at West; ticket price may be approx \$5	Raise money for children in Africa through Africare			Late May

B. School Meal Price Increases for 2011-2012

Motion 7.B.

***I recommend we approve the meal price increases for the 2011-2012 school year as proposed by Kelly Crossley, Food Service Director.***

C. School Registration Fees for 2011-2012

Motion 7.C.

***I am seeking approval for school registration fees for the 2011-2012 school year.***

D. Cooperative Agreement for Student Teaching with UNI for 2011-2012

Motion 7.D.

***I am seeking approval to participate in the student teaching placement program with the University of Northern Iowa for the 2011-2012 academic year.***

E. Agreement for Food Services Operations Between Kidsville and ICSD

Motion 7.E.

***I am seeking approval for the Agreement for Food Services Operations between Kidsville and Independence Community School District for 2011-2012.***

8. ADJOURNMENT

Motion

UPCOMING MEETINGS –

**Monday, May 23rd** Regular Meeting 6:30 p.m. - Brandon Community Center, Brandon

**Monday, June 20th** Regular Meeting 6:30 p.m. - Central Office Board Room, Independence

**Monday, July 18th** Regular Meeting 6:30 p.m. - Central Office Board Room, Independence

**Monday, August 15th** Regular Meeting 6:30 p.m. - Central Office Board Room, Independence

**Monday, September 19th** Regular Meeting 6:30 p.m. - Central Office Board Room, Independence

Independence Community School Board Minutes  
Public Hearing  
March 21, 2011

A public hearing of the Independence Community School Board was called to order at 6:01 p.m. by Chairperson Dawnye Sturtz at West Elementary, Independence, Iowa.

Members present: Chairperson Dawnye Sturtz, Vice-President Charlie McCardle, John Christensen, Stacy Henderson, Kathryn Jensen

Superintendent: Jean Peterson

Board Secretary Present: Lynnette Engel

Press Present: Mary Jo Pederson, "Independence Bulletin Journal"  
Steven Smith, "The News"

Visitors Present: Interested Patrons

The Board allowed patrons to speak to the subject of the proposed 2011-2012 school calendar. No one from the audience addressed the Board at this time.

Motion Christensen, second McCardle to adjourn the hearing at 6:11 p.m. All voted "aye". Motion carried.

Dawnye Sturtz  
Chairperson

Lynnette Engel  
Secretary



Independence Community School Board Minutes  
Regular Meeting  
March 21, 2011

A Regular meeting of the Independence Community School Board was called to order at 6:30 p.m. by Chairperson Dawnye Sturtz at West Elementary, Independence, Iowa.

Members Present: Chairperson Dawnye Sturtz, Charlie McCardle,  
Kathryn Jensen, Stacy Henderson & John Christensen

Superintendent Present: Jean Peterson

Board Sec/Treas. Present: Lynnette Engel

Press Present: Steven Smith, "The News"  
Mary Jo Pederson, "Independence Bulletin Journal"

Visitors Present: Interested Patrons

**1. FRIEND OF EDUCATION**

A. Steve Noyes recognized the REACT (Rockwell Educational Access to Computer Technology) Center for donating 18 computers to the district for use in the Family and Consumer Science Program.

B. Dr. Blaisdell recognized the Ladies VFW Auxiliary 2440 for donating a \$100 Walmart gift card to East Elementary.

C. Mrs. Merritt recognized the Leo Club for donating Social Studies Resource Books to the 6th Grade Classrooms at West Elementary.

**2. SPOTLIGHT ON EDUCATION**

A. Mrs. Merritt recognized the following students for reaching the state level for the Iowa Reading Association Creative Writing and Poetry Contest. She also recognized their teachers for their assistance.

Poetry Contest State Qualifiers Include:

- Holly Cooksley, West Elementary 4th Grade - "Mississippi River" – We would also like to recognize Holly's teacher Kay Grover.
- Mitch Ohl, Jr/Sr High School 7th Grade - "Ocean"

Creative Writing Contest State Qualifiers Include:

- Jazlyn Smith, East Elementary 2nd Grade - "The Worst Birthday Ever" – We would also like to recognize Jazlyn's teacher Julie Flickinger.
- Josie Fischels, West Elementary 5th Grade - 1st Place for "Diary of a Reindeer" – We would also like to recognize Josie's teacher Diane Kinseth.
- Grace Bertelli, West Elementary 6th Grade - "The Bison at the Park" – We would also like to recognize Grace's teacher Amanda Whitaker.

Holly placed 1st at the State Poetry Contest and Josie placed 1st at the State Creative Writing Contest.

Special thanks to Megan Rawlins and Jackie Berryhill for sponsoring the students.

**B.** Mrs. Sornson and Mr. Jacobson recognized the six Independence Mustang Wrestlers qualified for the 2011 State Wrestling Tournament.

Congratulations to:

- Austin Evens at 112 lbs
- Chris Johnson at 145 lbs
- Nick Fuller at 160 lbs
- Blaize Cabell at 189 lbs
- Austin Ciesielski at 215 lbs
- Adam Ownby at 285 lbs

Chris placed 4th, Nick placed 2nd, Blaize placed 3rd and Adam placed 7th. As a team, Independence placed 6th out of 96 teams in Class 2A.

They also recognized the Independence Wrestling Coaches for all of their hard work and dedication. Congratulations to Michael Doyle, Keith Donnelly, Brent Lenox, Mike Zimmerly, Brian Loughren, Josh Weber, Matt Shannon and Kalika Staker.

**C.** Mrs. Sornson and Mr. Jacobson recognized the following speech students on their Superior performances at the State Large Group Speech Contest.

Those earning I ratings include:

- Hannah Butler, Emily Goedken and Olivia Kaiser in Group Improv;
- Makaela Schulz, Amber Juhl and Chloe Kaiser in the Ensemble Act "Homecoming Interviews";
- Garrett Clappitt, Jeannett Clappitt, Tiffany Bean and Ryan Kurt as the TV News Team KIHS.

Those earning II ratings include:

- Hayden Reynolds, Garrett Clappitt and Alisha Thompson as the Radio News Team KHAR;
- Sara Lake, Aubrey Nabholz and Madie Diesburg in Group Improv;
- Abigail Goedken, Stephanie McMillan and Molly Gustafson in Group Improv;
- Hannah Butler, Emily Goedken, Amy Shonk, Amanda Shonk, Zach Schulz and Adam Kurt in the Ensemble Act "Crayon Rally";
- Leah Snyder, Kodi Fratzke, Hayden Reynolds, Megan Lang, James Zieser, Cara Miller, Abigail Goedken, Amy Gissel, Rachel Wheelock, Rachel Barloon and Devan Cummings in the Readers' Theater "Thurber Carnival";
- Meg Harper, Aubrey Nabholz, Adam Nash, Quinci Morris, Katelin Kremer, Mickayla Burk and Mikenna Rodriguez in the Choral Reading "Casual Approach to Violence";
- Rachel Barloon and Garrett Anderson in the Group Mime "Love Stole My Heart"; and

- Logan Halverson, Luke Crawford, Anna Lahey, Daermon Garrigus, Tony Lake and Ben Andersen in the Short Film “The Harpersville Murder”.

They also recognized the following students on their superior performances at the State Individual Speech Contest.

Those earning I ratings include:

- Makaela Schulz in Storytelling;
- Emily Goedken, Amanda Shonk and Abigail Goedken in Poetry;
- Emily Goedken and Austin Wright in Prose;
- Amanda Shonk in Reviewing;
- Jeannett Clampitt, Garrett Clampitt and Stephanie McMillan in Expository Address;
- Hannah Butler and Luke Crawford in Solo Musical Theater;
- Hannah Butler in Acting;
- Ryan Kurt and Adam Kurt in Improvisation;
- Zach Schulz, Ailis McCardle and Tony Lake in Spontaneous Speaking;
- Amy Shonk, Ryan Kurt and Adam Kurt in After Dinner Speaking;
- Zach Schulz and Alisha Thompson in Public Address; and
- Ailis McCardle in Radio News Announcing.

Those earning II ratings include:

- Easton Davis in Reviewing;
- Logan Halverson in Prose;
- Meg Harper in Literary Program;
- Stephanie McMillan and Jeannett Clampitt in Storytelling; and
- Makaela Schulz in Acting.

Abigail Goedken, Emily Goedken and Jeannett Clampitt earned top honors and were selected to perform at the Iowa High School Speech Association All-State Speech Festival from over 10,000 students that started at the district level of competition. Approximately 450 were selected for this honor from the entire state.

Special thanks to the coaches Emily Griffin, Dawn Keenan, Coleen Meissner, Dan Putz and Jon TeStrake for their hard work and dedication!

### **3. CONSIDERATION OF ACTION ON CONSENT ITEMS**

Motion McCardle, second Jensen to approve the following consent items 3-A, 3-B, 3-C, 3-D and 3-E with the following changes. Under the Spotlight on Education, Holly Cooksley placed 1<sup>st</sup> instead of 2<sup>nd</sup> at the State Poetry Contest. Under New Business, 8C, we are adding the additional early graduate, Tyler Beier. Under Fund-Raising (8E) we are deleting the Jr/Sr High football request. All voted “Aye.” Motion carried.

**3-A APPROVAL OF MINUTES** of the work session on February 21, 2011, the public hearing on February 21, 2011, the regular meeting on February 21, 2011, the special session on March 7, 2011 and the work session on March 7, 2011.



### **3-B APPROVAL OF AGENDA**

#### **3-C Approval of Board Policies** (all policies may be reviewed in the Admin. Building)

##### **Second Readings:**

	POLICY #	POLICY NAME
1.	303.1	Superintendent Qualifications, Recruitment, Appointment
2.	303.2	Superintendent Contract and Contract Nonrenewal
3.	303.3	Superintendent Salary and Other Compensation
4.	303.4	Superintendent Duties
5.	401.6 & 401.6R1	Employee Records and Employee Records Regulation
6.	401.17	Internet Acceptable Use Policy for Staff
7.	401.18	Email Acceptable Use Policy for Staff
8.	605.6, 605.6E1 and 605.6R1	Internet – Appropriate Use, Internet Access Forms and Internet – Appropriate Use Regulation

##### **First Readings:**

	POLICY #	POLICY NAME
1.	303.5	Superintendent Evaluation
2.	303.6	Superintendent Professional Development
3.	303.7	Superintendent Civic Activities
4.	303.8	Superintendent Consulting/Outside Employment

### **3-D Resignations**

NAME	ASSIGNMENT	DATE
Ashley Coulter	West Elementary Title I Reading Teacher	End of 2010-2011 School Year
Marjorie Lappe	East Elementary 8.0 hour Secretary	End of 2010-2011 Contract / June 2011
Kathy Wilson	Jr/Sr High School 8.0 hour Media Assoc	End of 2010-2011 Contract / May 2011

### **3-E APPROVAL OF FINANCIAL REPORTS:**

1. Approval of Bills – Director Jensen reviewed the bills
2. Vendor report
3. Board report

### **4. ANNOUNCEMENTS, COMMUNICATIONS AND PRESENTATIONS:**

**A.** This time is reserved for patrons and Board members to speak to items not on the agenda and to request to speak to any items on the current agenda.

No members of the audience addressed the Board.

**B.** McCardle commented on the squat racks for the weight room. He had the opportunity to attend the musical twice to take pictures and felt the production was a very nice program. He also attended the Mustang Foundation meeting with Mr. Christensen the previous Thursday evening. McCardle reminded everyone of the Music in Our Schools

Foundation dinner on April 9<sup>th</sup> at Heartland Acres. Tickets are available through Jim Peters.

Mr. Christensen also attended the musical and felt the performance was spectacular.

Mr. Henderson reminded everyone that the booster clubs "Drive One 4UR School" sign up has begun. Also, the Athletic Boosters will be holding an early membership drive in May. He reported that the Mini-Mustang football league (to be 5<sup>th</sup> and 6<sup>th</sup> grades) will be going to 4 teams this year due to the increase in kids out for the program.

Mrs. Sturtz attended a career & technical advisory council meeting. She mentioned new state requirements and also reminded everyone how excellent our career and technical programs are and how we need to promote them more.

#### **C. Presentations**

##### **1. Spotlight on Independence Schools**

A. Julie Rouse, K-4 Guidance Counselor presented a lesson she taught to her kids on personal space.

B. Amy Gustafson, Jr./Sr. High Math Teacher had three of her 7<sup>th</sup> grade math students do a presentation on a real life math problem solving situation that they had done for class.

C. Kelly Crossley, Food Service Director gave a presentation on the school garden- how it started, how it has grown, how it is used and the hopes for the future.

#### **5. Reports**

Building Administrators, Activities Director, School Improvement/Curriculum Director, Technology Director, Food Service Director, and Transportation/Buildings and Grounds Director reported on their respective buildings or areas of assignment.

#### **6. Old Business**

##### **6-A 2011-2012 School Calendar**

Motion Christensen, second Henderson to approve the 2011-2012 school calendar. All voted "aye". Motion carried.

##### **6-B Former East Elementary Property**

Motion Jensen, second Christensen to authorize our administration to start the sale process over for the former East Elementary property. If no acceptable offers are received, we will enlist the assistance of a realtor. All voted "aye". Motion carried.

##### **6-C Service Contract with Fusion Forward LLC**

Motion Christensen, second Henderson to approve to enter into an agreement with Fusion Forward LLC for the purpose of developing and/or improving the ICSD web site. All voted "Aye". Motion carried.



## **7. New Business**

### **7-A Travel Request – Vocal Music Department**

Motion McCardle, second Jensen to approve for Roger Barloon and the choir students to travel to Chicago, IL to see the Broadway Show “Peter Pan” departing May 20, 2011 and returning May 22, 2011. All voted “Aye”. Motion carried.

### **7-B Independence Farm to School Gardens Memorandum of Agreement**

Motion Jensen, second McCardle to approve the Farm to School Gardens Memorandum of Agreement between the Independence Community School District and the Independence Farm to School Committee to provide on-site working gardens to benefit students in the Independence Community School District. All voted “aye”. Motion carried.

### **7-C 2010-2011 Early Graduation Applicants**

Motion Christensen, second Jensen to approve three seniors who have applied for early graduation: Jonathan Hocken, Brody Marcussen and Tyler Beier. They will graduate in March of 2011 at the end of 3rd term if they have earned the required fifty-four (54) credits. All voted “Aye”. Motion carried.

### **7-D Field Experience Contractual Agreement with Luther College**

Motion Jensen, second Christensen to approve to participate in the field experience program with Luther College, which includes, but is not limited to: Student Teaching, Student Observations, and other field experiences during the 2011-2012 academic year. All voted “Aye”. Motion carried.

### **7-E Fund Raising Requests**

Motion Christensen, second Henderson to approve the following fund raising requests. All voted “aye”. Motion carried.

<b>GROUP</b>	<b>DESCRIPTION OF EVENT</b>	<b>PURPOSE</b>	<b>START UP COSTS</b>	<b>TARGET AMOUNT</b>	<b>DATE</b>
ICSD Mentor Program	Family Night of Fun - door admission, cake walk, tattoos, t-shirts, dances or photos with “Champ”; Leo Club selling concessions	Raise funds for activities for mentors and students in the mentoring program		\$500 - \$1,000	04/2/11
HS Student Council	Sell tickets to the dance	Raise money for decorations and DJ’s for future dances. Extra funds will be used for Relay for Life in June	\$50 for cost to print tickets		Week of April 11th
West Elem Summer Enrichment Camp	Seek businesses to sponsor students. Cost of a registration would depend on the funding acquired.	To provide scholarships for students to attend the program			4/14/11 through 5/26/11



**7-F 2011-2012 Class Size and Sections**

Motion Jensen, second Henderson to approve to reduce both first and third grade levels by one section and increase both kindergarten and fourth grade levels by one section due to class sizes for the 2011-2012 school year. All voted "aye". Motion carried.

**7-G Budget Guarantee Resolution**

Motion Christensen, second McCardle to approve the Budget Guarantee Resolution for the 2011-2012 school year. Roll Call vote: Jensen – aye, McCardle – aye, Sturtz – aye, Christensen – aye, Henderson – aye. Motion carried 5-0. A copy of the Resolution may be viewed at the Administration Office.

**7-H Teacher Laptop Replacement Program**

Motion McCardle, second Jensen to approve the bid to purchase Apple laptops for the teacher laptop replacement program from Apple Inc. for a total of \$89,216.40 All voted "aye". Motion carried.

**ADJOURNMENT**

Motion Henderson, second Christensen to adjourn the meeting at 8:30 p.m. All voted "Aye". Motion carried.

Dawnye Sturtz  
Chairperson

Lynnette Engel  
Secretary

Independence Community School Board Minutes  
Public Hearing  
April 6, 2011

A public hearing of the Independence Community School Board was called to order at 5:31 p.m. by Chairperson Dawnye Sturtz in the Administration Office, Independence, Iowa.

Members present: Chairperson Dawnye Sturtz, Vice-President Charlie McCardle, John Christensen, Stacy Henderson

Members absent: Kathryn Jensen

Superintendent: Jean Peterson

Board Sec./Treas.: Lynnette Engel

Press Present: John Klotzbach, "Independence Bulletin Journal"  
Steven Smith, "The News"

Visitors Present: Interested Patrons

The Board allowed patrons to speak to the subject of the proposed 2011-2012 certified budget. No Patrons approached the Board.

Motion Christensen, second McCardle to adjourn the meeting at 5:41 p.m. All voted "aye". Motion carried.

Dawnye Sturtz  
Chairperson

Lynnette Engel  
Secretary

Independence Community School Board Minutes  
Special Session  
April 6, 2011

A special session of the Independence Community School Board was called to order at 6:00 p.m. by Chairperson Dawnye Sturtz at the Administration Building, Independence, Iowa.

Members Present: Chairperson Dawnye Sturtz, Charlie McCardle,  
Kathryn Jensen, Stacy Henderson, John Christensen

Superintendent Present: Jean Peterson

Board Sec/Treas Present: Lynnette Engel

Press Present: John Klotzbach, "Independence Bulletin Journal"  
Steven Smith, "The News"

Visitors Present: Interested Patrons

**1. Consideration of Action on Consent Items**

**A. Approval of Agenda** – Motion McCardle, second Henderson to approve the agenda. All voted "aye". Motion carried.

**2. New Business**

**A. 2011-2012 Certified Budget** – Motion McCardle, second Christensen to approve the proposed 2011-2012 certified budget. Roll call vote: Jensen –aye, McCardle – aye, Sturtz – aye, Christensen –aye and Henderson – aye. Motion carried 5-0.

**B. Fund Raising Request** – Motion Jensen, second McCardle to approve the following fund raiser. All voted "aye". Motion carried.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Girls Basketball	Baked Potato Bar; Approx. time: 11am – 2pm; Free will donation	Raise money for summer camps to University of Wisconsin and Luther College; for rooms and cost of games. Will be playing 10 games in 3 days		\$500	5/1/2011

**3. Teacher Laptop Replacement Program** – Motion Christensen, second Henderson to approve the purchase of PC laptops for the Teacher Laptop Replacement Program from CDW-G. All bids received may be reviewed at the Administration Office. All voted "aye". Motion carried.



#### **4. ADJOURNMENT**

Motion Henderson, second Jensen to adjourn the meeting at 6:30 p.m. All voted "aye". Motion carried.

Dawnye Sturtz  
Chairperson

Lynnette Engel  
Secretary

## SUPERINTENDENT EVALUATION

The board will conduct an ongoing evaluation of the superintendent's skills, abilities, and competence. At a minimum, the board will formally evaluate the superintendent on an annual basis. The goal of the superintendent's formal evaluation is to ensure the education program for the students is carried out, promote growth in effective administrative leadership, clarify the superintendent's role, clarify the immediate priorities of the board, and develop a working relationship between the board and the superintendent.

The formal evaluation will be based upon the following principles:

- The evaluation criteria shall be in writing, clearly stated and mutually agreed upon by the board and the superintendent. The criteria will be related to the job description and the school district's goals;
- At a minimum, the evaluation process will be conducted annually at a time agreed upon;
- Each board member shall have an opportunity to individually evaluate the superintendent, and these individual evaluations will be compiled into an overall evaluation by the entire board;
- The superintendent shall conduct a self-evaluation prior to discussing the board's evaluation, and the board as a whole shall discuss its evaluation with the superintendent;
- The board may discuss its evaluation of the superintendent in closed session upon a request from the superintendent and, if the board determines its discussion in open session will needlessly and irreparably injure the superintendent's reputation; and,
- The individual evaluation by each board member, if individual board members so desire, will not be reviewed by the superintendent. Board members are encouraged to communicate their criticisms and concerns to the superintendent in the closed session. The board president will develop a written summary of the individual evaluations, including both the strengths and the weaknesses of the superintendent, and place it in the superintendent's personnel file to be incorporated into the next cycle of evaluations.

This policy supports and does not preclude the ongoing, informal evaluation of the superintendent's skills, abilities and competence.

See SAI's website for current evaluation tools <http://www.sai-iowa.org/leadership.html>

Legal Reference: Wedergren v. Board of Directors, 307 N.W.2d 12 (Iowa 1981).  
Iowa Code §§ 279.8, .20, .23, .23A (2003).  
281 I.A.C. 12.3(4).

Cross Reference: 212 Closed Sessions  
302 Superintendent

Approved 11/1/2004

Reviewed 11/20/2006

Revised \_\_\_\_\_

## SUPERINTENDENT PROFESSIONAL DEVELOPMENT

The board encourages the superintendent to continue professional growth by being involved in professional organizations, attending conferences, continuing education, and participating in other professional activities.

It shall be the responsibility of the superintendent to arrange the superintendent's schedule in order to enable attendance at various conferences and events. If a conference or event requires the superintendent to be absent from the office for more than three days, requires overnight travel, or involves unusual expense, the superintendent shall bring it to the attention of the board president prior to attending the event.

The superintendent shall report to the board after an event.

Legal Reference: Iowa Code § 279.8 (2003).  
281 I.A.C. 12.7.

Cross Reference: 303.7 Administrator Professional Development  
401.7 Employee Travel Compensation

Approved 11/1/2004

Reviewed 11/20/2006

Revised \_\_\_\_\_



## SUPERINTENDENT CIVIC ACTIVITIES

The board encourages the superintendent to be involved in the school district community by belonging to school district community organizations and attending and participating in school district community activities.

It shall be the responsibility of the superintendent to become involved in school district community activities and events. The board may include a lump sum amount as part of the superintendent's compensation to be used specifically for paying the annual fees of the superintendent for school district community activities and events if, in the board's judgment, the superintendent's participation will further the public purpose of promoting and deriving support for the school district and public education in general. It shall be within the discretion of the board to pay annual fees for professional organizations and activities.

Legal Reference: Iowa Code § 279.8 (2003).  
1990 Op. Att'y Gen. 79.

Cross Reference: 302.3 Superintendent Salary and Other Compensation  
303.8 Administrator Civic Activities

Approved 11/1/2004

Reviewed 12/19/2006

Revised \_\_\_\_\_

## SUPERINTENDENT CONSULTING/OUTSIDE EMPLOYMENT

The superintendent's position is considered full-time employment. The board expects the superintendent to give the responsibilities of the position precedence over other employment. The superintendent may accept consulting or outside employment for pay as long as, in the judgment of the board, the work is conducted on the superintendent's personal time and it does not interfere with the performance of the superintendent's duties.

The board reserves the right, however, to request that the superintendent cease the outside employment as a condition of continued employment. The board shall give the superintendent thirty days notice to cease outside employment.

Legal Reference: Iowa Code §§ 279.8, .20 (2003).

Cross Reference: 302.2 Superintendent Contract and Contract Non-renewal  
302.4 Superintendent Duties

Approved 11/1/2004

Reviewed 12/19/2006

Revised \_\_\_\_\_

## ADMINISTRATIVE POSITIONS

The school district shall have, in addition to the superintendent, other administrative positions:

- Superintendent
- High School Principal
- Assistant High School Principal/Activities Director
- Middle School Principal
- Intermediate Principal
- Lower Elementary Principal
- Director of School Improvement
- Director of Finance

These administrators shall work closely with the superintendent in the day-to-day operations of the school district.

It shall be the responsibility of these administrators to uphold board policy, to instill a positive, cooperative environment with employees, and to share their expertise with each other and the board under the management team concept.

Legal Reference: Iowa Code §§ 279.8, .20, .21, .23-.24 (2003).  
281 I.A.C. 12.4.

Cross Reference: 301 Administrative Structure  
303 Administrative Employees

Approved 11/1/2004

Reviewed 11/20/2006

Revised 12/19/2006



## ADMINISTRATOR QUALIFICATIONS, RECRUITMENT, APPOINTMENT

The board will employ building principals and other administrators, in addition to the superintendent, to assist in the daily operations of the school district.

The board will consider applicants who meet or exceed the standards set by the Iowa Department of Education and the qualifications established in the job description for the position. In employing an administrator, the board will consider the qualifications, credentials and records of the applicants without regard to race, color, religion, sex, national origin, age, sexual orientation, gender identity or disability. In keeping with the law, however, the board will consider the veteran status of the applicants. The board will look closely at the training, experience, skill and demonstrated competence of qualified applicants in making its final decision.

In choosing an administrator, the board will also consider the school district's educational philosophy, financial condition, organizational structure, education programs, and other factors deemed relevant by the board.

It is the responsibility of the superintendent to make a recommendation to the board for filling an administrative position, based on the requirements stated in this policy. The board will act only on the superintendent's recommendation.

The board may contract for assistance in the search for administrators.

Legal Reference: Iowa Code §§ 279.8, .21 (2007).  
281 I.A.C. 12.4.  
1980 Op. Att'y Gen. 367.

Cross Reference: 303 Administrative Employees

Approved 06/19/2007

Reviewed \_\_\_\_\_

Revised 06/19/2007

## ADMINISTRATOR CONTRACT AND CONTRACT NONRENEWAL

The length of the contract for employment between an administrator and the board shall be determined by the board and stated in the contract. The contract shall also state the terms of the employment.

The first two years of a contract issued to a newly employed administrator shall be considered a probationary period. The board may waive this period. The probationary period may be extended for an additional year upon the consent of the administrator. In the event of termination of a probationary or nonprobationary contract, the board shall afford the administrator appropriate due process, including notice by May 15. The administrator and board may mutually agree to terminate the administrator's contract.

If an administrator's contract is not being renewed by the board, the contract will be extended automatically for additional one-year periods beyond the end of its term until it is modified or terminated as mutually agreed to by the parties or until the administrator's contract is terminated consistent with statutory termination procedures.

It shall be the responsibility of the superintendent to create a contract for each administrative position.

Administrators who wish to resign, to be released from a contract, or to retire, must comply with board policies regarding the areas of resignation, release or retirement.

Legal Reference: Cook v Plainfield Community School District, 301 N.W.2d 771 (Iowa App. 1980).  
Board of Education of Fort Madison Community School District v Youel, 282 N.W.2d 677 (Iowa 1979).  
Briggs v Board of Education of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).  
Iowa Code §§ 279.20, .22-.25 (2003).  
281 I.A.C. 12.4(4), .4(7).

Cross Reference: 303 Administrative Employees

Approved 11/1/2004

Reviewed 01/15/2007

Revised \_\_\_\_\_

## ADMINISTRATOR SALARY AND OTHER COMPENSATION

The board has complete discretion to set the salary of the administrators. It shall be the responsibility of the board to set the salary and benefits of the administrators at a level that will include consideration of, but not be limited to, the economic condition of the school district and the training, experience, skill, and demonstrated competence of the administrators. The salary shall be set at the beginning of each contract period.

In addition to the salary and benefits agreed upon, the administrator's actual and necessary expenses shall be paid by the school district when the administrator is performing work-related duties. The board shall approve the payment of other benefits or compensation over and above the administrator's contract. Approval of other benefits or items of an administrator's compensation shall be included in the records of the board in accordance with board policy.

Legal Reference: Iowa Code § 279.21 (2003).  
1984 Op. Att'y Gen. 47.

Cross Reference: 303 Administrative Employees

Approved 11/1/2004

Reviewed 01/15/2007

Revised \_\_\_\_\_



## ADMINISTRATOR DUTIES

Administrators shall be hired by the board to assist the superintendent in the day-to-day operations of the school district.

Each attendance center shall have a building principal responsible for the administration and operation of the attendance center. Each building principal, as chief administrator of the assigned attendance center, shall be responsible for the building and grounds, for the students and employees assigned to the attendance center, for school activities at the attendance center, for the education program offered in the attendance center, and the budget for the attendance center. The principal shall be considered the professional advisor to the superintendent in matters pertaining to the attendance center supervised by the principal. Although the principals serve under the direction of the superintendent, duties of the principal may include, but not be limited to the following:

- Cooperate in the general organization and plan of procedure in the school under the principal's supervision;
- Supervision of the teachers in the principal's attendance center;
- Maintain the necessary records for carrying out delegated duties;
- Work with the superintendent in rating, recommending and selecting supervised employees whenever possible;
- Work with the superintendent in determining the education program to be offered and in arranging the schedules. As much of the schedule as possible should be made before school closes for summer vacation. In the matter of courses offered, the final approval rests with the superintendent who is in turn responsible to the board;
- Ensure that proper care is taken of all school books, supplies, materials, equipment, furniture and facilities;
- Instruct teachers to make a complete annual inventory of all school property contained in their individual rooms. This inventory shall be reviewed and filed with the board secretary;
- Investigate excessive cases of absence or tardiness of students and notify the parents or guardians of unexcused absence or tardiness. All such cases should be reported to the superintendent;
- Make such reports from time to time as the superintendent may require;
- Maintain the regular schedule of school hours established by the board and make no temporary changes in the schedule without the consent of the superintendent;
- Promptly notify the superintendent whenever ventilation, sanitation or heating of the building is unsatisfactory;
- Contribute to the formation and implementation of general policies and procedures of the school;
- Perform such other duties as may be assigned by the superintendent of schools.

This list of duties shall not act to limit the board's authority and responsibility over the position of the administrators. In executing these duties and others the board may delegate, the administrators shall consider the school district's financial condition as well as the needs of the students in the school district.

Legal Reference: Iowa Code §§ 279.8, .21, .23A (2003).  
281 I.A.C. 12.4(5), .4(6), .4(7).

Cross Reference: 301 Administrative Structure  
303 Administrative Employees

Approved 11/1/2004

Reviewed 02/19/2007

Revised \_\_\_\_\_

## ADMINISTRATOR EVALUATION

The superintendent shall conduct an ongoing process of evaluating the administrators on their skills, abilities, and competence. At a minimum, the superintendent will formally evaluate the administration annually. The goal of the formal evaluation process is to ensure that the educational program for the students is carried out, promote growth in effective administrative leadership for the school district, clarify the administrator's role as defined by the board and the superintendent, ascertain areas in need of improvement, clarify the immediate priorities of the responsibilities listed in the job description, and develop a working relationship between the superintendent and the administrator.

The superintendent is responsible for designing an administrator evaluation instrument. The formal evaluation shall include written criteria related to the job description. The superintendent, after receiving input from the administrators, shall present the formal evaluation instrument to the board for approval.

The formal evaluation shall also include an opportunity for the administrator and the superintendent to discuss the written criteria, the past year's performance and the future areas of growth. The evaluation shall be completed by the superintendent, signed by the administrator and filed in the administrator's personnel file.

It shall be the responsibility of the superintendent to conduct a formal evaluation of the probationary administrators and non-probationary administrators prior to May 15.

This policy supports and does not preclude the ongoing informal evaluation of the administrator's skills, abilities and competence.

See SAI's website for current evaluation tools <http://www.sai-iowa.org/leadership.html>

Legal Reference: Iowa Code §§ 279.8, .21-.23A (2003).  
281 I.A.C. 12.3(4).

Cross Reference: 303 Administrative Employees

Approved 11/1/2004

Reviewed 02/19/2007

Revised \_\_\_\_\_

## ADMINISTRATOR PROFESSIONAL DEVELOPMENT

The board encourages the administrators to continue their professional growth by becoming involved in professional organizations, attending conferences, continuing their education, and participating in other professional activities.

It shall be the responsibility of the administrators to arrange their schedules in order to attend various conferences and events in which they are involved. Prior to attendance at an event, the administrator must receive approval from the superintendent. In the case where overnight travel or unusual expense is involved, the superintendent shall bring it to the attention of the board prior to the administrator attending the event.

The administrator shall report to the superintendent after an event.

Legal Reference: Iowa Code § 279.8 (2003).  
281 I.A.C. 12.7.

Cross Reference: 302.6 Superintendent Professional Development  
401.7 Employee Travel Compensation

Approved 11/1/2004

Reviewed 02/19/2007

Revised \_\_\_\_\_



**RECOMMENDATION TO THE BOARD OF DIRECTORS TO TERMINATE CONTRACT OF  
Allison Anderson**

Pursuant to *Iowa Code*, section 279.15

This is to notify you of the Superintendent's recommendation to the Board of Directors of the Independence Community School District that the contract of Allison Anderson, a teacher, be terminated effective at the end of the current school year following a decision of the Board of Directors. A copy of the Notice and Recommendation to Terminate Contract, which has been served upon the teacher, is attached to this Recommendation and incorporated herein by reference.

If the teacher, within five days of receipt of the written notice that the Superintendent is recommending termination of the contract, requests in writing a private hearing with the Board, a private hearing must be held no sooner than 10 days and no later than 20 days following receipt of the request, unless the parties otherwise agree. If the teacher requests a private hearing, the Secretary of the Board will notify you in writing of the date, time and location of the private hearing.

The participants at the private hearing must include at least a majority of the members of the Board who will sit as a hearing panel to hear the recommendation of the Superintendent and any cross-examination and presentation that may be made by the teacher. Following the hearing, the Board must meet in executive session to make a final decision upon the Recommendation and the evidence presented at the private hearing. The decision of the Board must be in writing and shall include findings of fact and conclusions of law separately stated.

When the Board has reached a decision, opinion or conclusion, it must convene in open meeting and by roll-call vote, determine the continuance or discontinuance of the teacher's contract. If the teacher does not request a private hearing or does not appear at the private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

Respectfully submitted,

  
\_\_\_\_\_  
Jean Peterson, Superintendent

04/08/11  
\_\_\_\_\_  
Date

## NOTICE AND RECOMMENDATION TO TERMINATE CONTRACT

TO: Allison Anderson  
217 6th Ave SW  
Independence, IA 50644

YOU ARE HEREBY NOTIFIED that the Superintendent will recommend in writing to the Board of Directors of the Independence Community School District at a regular meeting held on April 18, 2011 that your employment and teacher's continuing contract be terminated effective at the end of the current school year following a decision of the Board of Directors. The contract to be terminated is the contract between Allison Anderson, a teacher, and the Board of Directors of the Independence Community School District, located at 1207 1st Street West, Independence, Iowa, for services rendered during the 2010 – 2011 school year, ending on or about May 27, 2011.

THIS NOTICE IS GIVEN pursuant to the provisions of *Iowa Code*, section 279.15.

The recommendation to terminate your contract is being made for the following reason(s):

- Reduction in budget.

A listing of documents that may be presented to the Board at a private hearing and names of persons who may address the Board in support of the Superintendent's recommendation will be furnished to you at least five days before any private hearing.

You are advised that within five days of receipt of this written Notice, you may request a private hearing with the Board, in writing, to the Secretary of the Board of Directors. If you fail to timely request a private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

This Notice dated at Independence, Iowa, this 8th day of April, 2011.

Independence Community School District

By   
Jean Peterson, Superintendent

## PROOF OF PERSONAL SERVICE

I, Jean Peterson, being first sworn, do hereby state that on the 8th day of April, 2011, I did personally serve upon Allison Anderson, a Notice and Recommendation to Terminate Contract, a copy of which Notice is appended to this affidavit of service.

Jean Peterson  
(Signature of person serving notice)

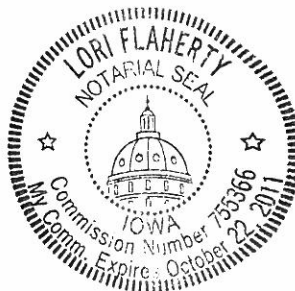
State of Iowa

County of Buchanan

Subscribed and sworn to before me this 8th day of April, 2011,

by Jean Peterson

Lori Flaherty  
Notary Public



**RECOMMENDATION TO THE BOARD OF DIRECTORS TO TERMINATE CONTRACT OF  
Amy Gustafson**

Pursuant to *Iowa Code*, section 279.15

This is to notify you of the Superintendent's recommendation to the Board of Directors of the Independence Community School District that the .6 FTE contract of Amy Gustafson, a teacher, be terminated effective at the end of the current school year following a decision of the Board of Directors. A copy of the Notice and Recommendation to Terminate Contract, which has been served upon the teacher, is attached to this Recommendation and incorporated herein by reference.

If the teacher, within five days of receipt of the written notice that the Superintendent is recommending termination of the contract, requests in writing a private hearing with the Board, a private hearing must be held no sooner than 10 days and no later than 20 days following receipt of the request, unless the parties otherwise agree. If the teacher requests a private hearing, the Secretary of the Board will notify you in writing of the date, time and location of the private hearing.

The participants at the private hearing must include at least a majority of the members of the Board who will sit as a hearing panel to hear the recommendation of the Superintendent and any cross-examination and presentation that may be made by the teacher. Following the hearing, the Board must meet in executive session to make a final decision upon the Recommendation and the evidence presented at the private hearing. The decision of the Board must be in writing and shall include findings of fact and conclusions of law separately stated.

When the Board has reached a decision, opinion or conclusion, it must convene in open meeting and by roll-call vote, determine the continuance or discontinuance of the teacher's contract. If the teacher does not request a private hearing or does not appear at the private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

Respectfully submitted,

  
\_\_\_\_\_  
Jean Peterson, Superintendent

04/08/11  
\_\_\_\_\_  
Date



## NOTICE AND RECOMMENDATION TO TERMINATE CONTRACT

TO: Amy Gustafson  
1208 8th Street NE  
Independence, IA 50644

YOU ARE HEREBY NOTIFIED that the Superintendent will recommend ~~in~~ writing to the Board of Directors of the Independence Community School District at a regular meeting held on April 18, 2011 that your employment and .6 FTE teacher's continuing contract be terminated effective at the end of the current school year following a decision of the Board of Directors. The contract to ~~be~~ terminated is the .6 FTE contract between Amy Gustafson, a teacher, and the Board of Directors of ~~the~~ Independence Community School District, located at 1207 1st Street West, Independence, Iowa, for services rendered during the 2010 – 2011 school year, ending on or about May 27, 2011.

THIS NOTICE IS GIVEN pursuant to the provisions of *Iowa Code*, section 279.15.

The recommendation to terminate your contract is being made for the following reason(s):

- Reduction in budget.

A listing of documents that may be presented to the Board at a private hearing and names of persons who may address the Board in support of the Superintendent's recommendation will be furnished to you at least five days before any private hearing.

You are advised that within five days of receipt of this written Notice, you may request a private hearing with the Board, in writing, to the Secretary of the Board of Directors. If you fail to timely request a private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

This Notice dated at Independence, Iowa, this 8th day of April, 2011.

Independence Community School District

By   
Jean Peterson, Superintendent

## PROOF OF PERSONAL SERVICE

I, Jean Peterson, being first sworn, do hereby state that on the 8th day of April, 2011, I did personally serve upon Amy Gustafson, a Notice and Recommendation to Terminate Contract, a copy of which Notice is appended to this affidavit of service.

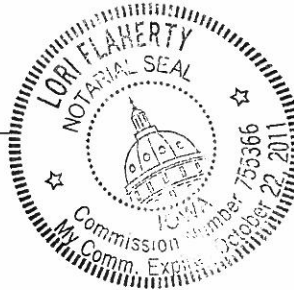
Jean Peterson  
(Signature of person serving notice)

State of Iowa

County of Buchanan

Subscribed and sworn to before me this 8th day of April, 2011,  
by Jean Peterson

Lori Flaherty  
Notary Public



**RECOMMENDATION TO THE BOARD OF DIRECTORS TO TERMINATE CONTRACT OF  
Molli Jacobsen**

Pursuant to *Iowa Code*, section 279.15

This is to notify you of the Superintendent's recommendation to the Board of Directors of the Independence Community School District that the contract of Molli Jacobsen, a teacher, be terminated effective at the end of the current school year following a decision of the Board of Directors. A copy of the Notice and Recommendation to Terminate Contract, which has been served upon the teacher, is attached to this Recommendation and incorporated herein by reference.

If the teacher, within five days of receipt of the written notice that the Superintendent is recommending termination of the contract, requests in writing a private hearing with the Board, a private hearing must be held no sooner than 10 days and no later than 20 days following receipt of the request, unless the parties otherwise agree. If the teacher requests a private hearing, the Secretary of the Board will notify you in writing of the date, time and location of the private hearing.

The participants at the private hearing must include at least a majority of the members of the Board who will sit as a hearing panel to hear the recommendation of the Superintendent and any cross-examination and presentation that may be made by the teacher. Following the hearing, the Board must meet in executive session to make a final decision upon the Recommendation and the evidence presented at the private hearing. The decision of the Board must be in writing and shall include findings of fact and conclusions of law separately stated.

When the Board has reached a decision, opinion or conclusion, it must convene in open meeting and by roll-call vote, determine the continuance or discontinuance of the teacher's contract. If the teacher does not request a private hearing or does not appear at the private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

Respectfully submitted,

  
\_\_\_\_\_  
Jean Peterson, Superintendent

\_\_\_\_\_  
Date 04/08/11

## NOTICE AND RECOMMENDATION TO TERMINATE CONTRACT

TO: Molli Jacobsen  
1001 40th St  
Strawberry Point, IA 52076

YOU ARE HEREBY NOTIFIED that the Superintendent will recommend in writing to the Board of Directors of the Independence Community School District at a regular meeting held on April 18, 2011 that your employment and teacher's continuing contract be terminated effective at the end of the current school year following a decision of the Board of Directors. The contract to be terminated is the contract between Molli Jacobsen, a teacher, and the Board of Directors of the Independence Community School District, located at 1207 1st Street West, Independence, Iowa, for services rendered during the 2010 – 2011 school year, ending on or about May 27, 2011.

THIS NOTICE IS GIVEN pursuant to the provisions of *Iowa Code*, section 279.15.

The recommendation to terminate your contract is being made for the following reason(s):

- Reduction in budget.

A listing of documents that may be presented to the Board at a private hearing and names of persons who may address the Board in support of the Superintendent's recommendation will be furnished to you at least five days before any private hearing.

You are advised that within five days of receipt of this written Notice, you may request a private hearing with the Board, in writing, to the Secretary of the Board of Directors. If you fail to timely request a private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

This Notice dated at Independence, Iowa, this 8th day of April, 2011.

Independence Community School District

By   
Jean Peterson, Superintendent



## PROOF OF PERSONAL SERVICE

I, Jean Peterson, being first sworn, do hereby state that on the 8th day of April, 2011, I did personally serve upon Molli Jacobsen, a Notice and Recommendation to Terminate Contract, a copy of which Notice is appended to this affidavit of service.

Jean Peterson  
(signature of person serving notice)

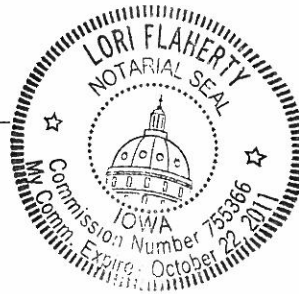
State of Iowa

County of Buchanan

Subscribed and sworn to before me this 8th day of April, 2011,

by Jean Peterson

Lori Flaherty  
Notary Public



**RECOMMENDATION TO THE BOARD OF DIRECTORS TO TERMINATE CONTRACT OF  
Therese Olson**

Pursuant to *Iowa Code*, section 279.15

This is to notify you of the Superintendent's recommendation to the Board of Directors of the Independence Community School District that the contract of Therese Olson, a teacher/home school coordinator, be terminated effective at the end of the current school year following a decision of the Board of Directors. A copy of the Notice and Recommendation to Terminate Contract, which has been served upon the teacher, is attached to this Recommendation and incorporated herein by reference.

If the teacher, within five days of receipt of the written notice that the Superintendent is recommending termination of the contract, requests in writing a private hearing with the Board, a private hearing must be held no sooner than 10 days and no later than 20 days following receipt of the request, unless the parties otherwise agree. If the teacher requests a private hearing, the Secretary of the Board will notify you in writing of the date, time and location of the private hearing.

The participants at the private hearing must include at least a majority of the members of the Board who will sit as a hearing panel to hear the recommendation of the Superintendent and any cross-examination and presentation that may be made by the teacher. Following the hearing, the Board must meet in executive session to make a final decision upon the Recommendation and the evidence presented at the private hearing. The decision of the Board must be in writing and shall include findings of fact and conclusions of law separately stated.

When the Board has reached a decision, opinion or conclusion, it must convene in open meeting and by roll-call vote, determine the continuance or discontinuance of the teacher's contract. If the teacher does not request a private hearing or does not appear at the private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

Respectfully submitted,

  
\_\_\_\_\_  
Jean Peterson, Superintendent

04/08/11  
\_\_\_\_\_  
Date

## NOTICE AND RECOMMENDATION TO TERMINATE CONTRACT

TO: Therese Olson  
854 Prospect Street  
Jesup, IA 50648

YOU ARE HEREBY NOTIFIED that the Superintendent will recommend in writing to the Board of Directors of the Independence Community School District at a regular meeting held on April 18, 2011 that your employment and teacher/home school coordinator's continuing contract be terminated effective at the end of the current school year following a decision of the Board of Directors. The contract to be terminated is the contract between Therese Olson, a teacher/Home School Coordinator, and the Board of Directors of the Independence Community School District, located at 1207 1st Street West, Independence, Iowa, for services rendered during the 2010 – 2011 school year, ending on or about May 27, 2011.

THIS NOTICE IS GIVEN pursuant to the provisions of *Iowa Code*, section 279.15.

The recommendation to terminate your contract is being made for the following reason(s):

- Elimination of program.

A listing of documents that may be presented to the Board at a private hearing and names of persons who may address the Board in support of the Superintendent's recommendation will be furnished to you at least five days before any private hearing.

You are advised that within five days of receipt of this written Notice, you may request a private hearing with the Board, in writing, to the Secretary of the Board of Directors. If you fail to timely request a private hearing, the Board may proceed and make a determination upon the Superintendent's recommendation.

This Notice dated at Independence, Iowa, this 8th day of April, 2011.

Independence Community School District

By   
Jean Peterson, Superintendent

## PROOF OF PERSONAL SERVICE

I, Jean Peterson, being first sworn, do hereby state that on the 8th day of April, 2011, I did personally serve upon Therese Olson, a Notice and Recommendation to Terminate Contract, a copy of which Notice is appended to this affidavit of service.

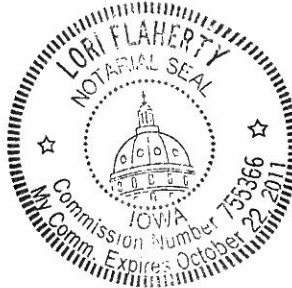
Jean Peterson  
(Signature of person serving notice)

State of Iowa

County of Buchanan

Subscribed and sworn to before me this 8th day of April, 2011,  
by Jean Peterson

Lori Flaherty  
Notary Public





Independence Community School District

## Period Vendor Report by Fund

Page: 1

04/12/2011 11:31 AM

03/01/2011 - 03/31/2011

User ID: ARF

Fund: 10 OPERATING FUND

<u>Vendor Name</u>		<u>Total</u>
ADAMS BOOK COMPANY, INC.	TEXTBOOKS	872.87
ADVANCED SYSTEMS INC	SUPPLIES	63.48
AHLERS AND COONEY, P.C.	SERVICES	237.74
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	1,297.15
BEYER, JAYME	REIMBURSEMENT	65.28
BRANDON AREA COMMUNITY CENTER	RENT	50.00
BUSINESS SYSTEMS INC.	SUPPLIES	1,198.98
CEDAR FALLS COMMUNITY SCHOOLS	OE TUITION	1,442.00
CENTER POINT-URBANA COMMUNITY SCHOOL	OE TUITION	34,608.00
CHIEF ARCHITECT, INC.	SUPPLIES	295.00
CITY LAUNDERING CO	SERVICE	50.00
CONSOLIDATED ENERGY CO/HARTLAND FUEL DIESEL		5,520.88
COULTER, ASHLEY	REIMBURSEMENT	12.48
CY & CHARLEY'S INC	REPAIRS/MAINT	44.00
DENNY'S SERVICE & REPAIR	REPAIRS	173.25
DEPARTMENT OF ADMINISTRATIVE	SERVICES	250.00
EAST BUCHANAN COMMUNITY SCHOOL	REIMB/FEES/TUIT	25,956.00
EDUCATION CENTER, INC.	SUPPLIES	297.00
ELECTRICAL ENGINEERING & EQUIP	IMPROVEMENT	3,127.54
ESCHEN TARPY NAPA	SUPPLIES	117.00
EXCEPTIONAL PERSONS, INC	SERVICE	22.32
FAREWAY STORES INC	SUPPLIES	205.32
FARM PLAN	SUPPLIES	80.18
FASTENAL COMPANY	SUPPLIES	59.48
FOLLETT LIBRARY RESOURCES	SUPPLIES	68.96
FOUR OAKS-RESIDENTAL	INSTRUCTION	131,897.14
GAGE EXTERMINATING	SERVICES	100.00
GLENCOE/MCGRAW HILL	BOOKS	951.57
GRAYBILL COMMUNICATIONS	SUPPLIES	25.00
GREENLEY LUMBER INC	SUPPLIES	229.15
HANDWRITING WITHOUT TEARS	SUPPLIES	759.00
HARDWARE HANK	SUPPLIES	182.09
HAWKEYE ALARM SIGNAL COMPANY	SERVICES	500.00
HAWKEYE COMMUNITY COLLEGE	SERVICES	19,701.80
HEARTLAND PAPER COMPANY	SUPPLIES	447.13
HEINEMANN	SUPPLIES	682.00
HOPKINS, JANETTE	REIMBURSEMENT	34.56
HOUGHTON MIFFLIN	SUPPLIES	1,167.22
HYDE TELECOM	SERVICE	200.00
I.C.S. ACTIVITY FUND	ENTRY FEES	273.00
I.C.S. NUTRITION FUND	SUPPLIES	704.58
IASB	DUES/FEES	550.00
IHSMA	REGISTRATION	1,025.00
IKON OFFICE SOLUTIONS	SUPPLIES/LEASE	17,589.63
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT	4,135.17
INDEPENDENCE LIGHT & POWER	UTILITIES	19,606.02
INFRASTRUCTURE TECHNOLOGY SOLUTIONS	EQUIPMENT	626.99
IOWA COMMUNICATIONS NETWORK	SERVICE	598.97

<u>Vendor Name</u>		<u>Total</u>
IOWA HIGH SCHOOL SPEECH ASSOC.	DUES/FEES/SUPPLIES	642.00
IOWA JAZZ CHAMPIONSHIPS	DUES AND FEES	150.00
IOWA READING ASSOCIATION	REG FEES	274.00
JESUP COMMUNITY SCHOOL	TUIT/FEES/REIMB	36,915.20
KEPHART'S MUSIC CENTER INC	SUPPLIES	777.65
KIDSVILLE	REIMBURSEMENT	2,077.23
KLERITEC	SUPPLIES	1,302.76
KWIK TRIP/KWIK STAR STORES	GASOLINE	1,774.17
L.J.S.	SUPPLIES	66.00
MAFCS	DUES/FEES	267.00
MAIERS EDUCATIONAL SERVICES INC.	SERVICE	2,146.00
MARION INDEPENDENT SCHOOL DISTRICT	TUITION	432.60
MARK MERFELD SNOW PLOWING	SNOW REMOVAL	1,411.50
MARTIN BROS DIST CO	SUPPLIES	138.56
MENTORING MINDS, LP	SUPPLIES	59.85
MERRITT, SANDRA	REIMBURSEMENT	33.65
MIDAMERICAN ENERGY CO.	NATURAL GAS	13,275.16
NCS PEARSON INCORPORATED	SERVICE	6,786.00
NORTH LINN COMMUNITY SCHOOL	REG FEES	5,768.00
OELWEIN COMMUNITY SCHOOLS	TUIT/FEES/REIMB	11,842.10
OELWEIN GLASS, INC.	REPAIRS	164.04
OELWEIN PUBLISHING COMPANY	ADS/LEGALS	300.00
OFFICE DEPOT, INC	SUPPLIES	241.66
OFFICE TOWNE, INC.	SUPPLIES	990.91
O'REILLY AUTOMOTIVE, INC.	SUPPLIES	315.40
PAETEC	UTILITIES	1,184.00
PINEAPPLE APPEAL, INC.	SUPPLIES	284.81
PITNEY BOWES	LEASE	107.00
PIZZA RANCH	SUPPLIES	25.00
POSTMASTER-INDEE	POSTAGE	145.06
PRINT EXPRESS-MILLER PRINTERIE	SERVICES	319.18
PURCHASE POWER	POSTAGE	3,000.00
RAWLINS, MEGAN	REIMBURSEMENT	21.60
READ NATURALLY	SUPPLIES	2,246.00
REALITY WORKS INC.	SUPPLIES	57.00
REINKOESTER, CASEY	REIMBURSEMENT	19.20
RJS MOTORSPORTS & WELDING	IMPROVEMENT	65.00
ROBERTS DAIRY COMPANY	DAIRY	6.28
ROCKLER WOODWORKING & HARDWARE	SUPPLIES	757.08
SCHOOL BUS SALES	VEHICLE/SUPPLIES	198.14
SCHOOL SPECIALTY	SUPPLIES	385.07
SIGNS AND MORE	SUPPLIES	155.00
SPAHN & ROSE LUMBER CO INC	SUPPLIES	124.63
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT	4,332.79
TEGTMEIER PIANO TUNING	SERVICES	244.50
THE NEWS	ADS/LEGALS	402.07
THOMAS ELECTRIC MOTOR SERV INC	SERVICE	234.65
THOMAS, PAT	REIMBURSEMENT	18.24

Fund: 10 OPERATING FUND

<u>Vendor Name</u>		<u>Total</u>
U.S. CELLULAR	TELEPHONE	670.05
ULTIMATE OFFICE	SUPPLIES	135.53
UNION COMMUNITY SCHOOLS	TUIT/FEES/REIMB	2,884.00
VERN'S TRUE VALUE	SUPPLIES	628.14
VINTON-SHELLSBURG COMM.SCHOOLS	TUIT/FEES/REIMB	6,416.90
VISA CARD SERVICES	SUPPLIES	637.49
WALMART COMMUNITY	SUPPLIES	682.83
WASTE MANAGEMENT OF WI-MN	SERVICE	1,868.77
WATERLOO COMMUNITY SCHOOLS	OE TUITION	1,442.00
WEBER PAPER COMPANY	SUPPLIES	324.50
WELTER STORAGE EQUIP CO	SUPPLIES	475.00
WEST DELAWARE SCHOOL DISTRICT	TUITION/FEES	4,371.51
WEST MUSIC CO INC	SUP/SRV	156.49
WOODBINE HOUSE	SUPPLIES	100.06
ZIESER, RHONDA	REIMBURSEMENT	86.40
Vendors Listed: 111	Total:	401,464.34

<u>Vendor Name</u>		<u>Total</u>
ACE FUNDRAISING	SUPPLIES	3,759.00
ANDREWS, RANDY	OFFICIAL	160.00
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	18.00
BARLOON, ROGER	REIMBURSEMENT	336.06
BEATTY, RYAN	SPEECH JUDGE	60.00
BEHAN, GERALD	OFFICIAL	170.00
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES	1,683.00
BLAND'S FLOWER SHOP INC	FLOWERS	117.00
BROWN, JENNIFER	SPEECH JUDGE	60.00
CHANHASSEN DINNER THEATRE	RESERVATIONS	1,219.00
COOKIE DOUGH PEOPLE, THE	SUPPLIES	6,535.20
CORBETT, HEIDI	SPEECH JUDGE	60.00
DINN BROTHERS INC	SUPPLIES	99.40
DRUCKER, JASON	SERVICE	400.00
DVORAK, JOHN	OFFICIAL	80.00
FRESE, JEFF	OFFICIAL	80.00
FRIENDS OF FONTANA PARK	SUPPLIES	25.50
FUSON, CAROLYN	SPEECH JUDGE	60.00
GUTHRIE THEATER	TICKETS	598.50
HENN, JEFFREY	OFFICIAL	80.00
HERFF JONES	SUPPLIES	772.32
HILDMAN, MARK	OFFICIAL	80.00
HILTON GARDEN INN	LODGING	1,145.36
HOFFMAN, REGINA	SPEECH JUDGE	60.00
I.C.S. GENERAL FUND	REIMBURSEMENT	681.10
I.C.S. NUTRITION FUND	SUPPLIES	279.45
INDEPENDENCE MUSTANG BOOSTER CLUB	REIMBURSEMENT	490.45
IOWA CUSTOM EMBROIDERY	SUPPLIES	1,197.00
IOWA HS GOLF COACHES ASSOCIATION	FEES	45.00
JANECHEK, ALICE ANN	SPEECH JUDGE	30.00
KESSLERS TEAM SPORTS, INC.	SUPPLIES	795.00
LONG BRANCH - BEST WESTERN	REG FEE	30.00
LUCKY 10 LANES	SERVICES	756.00
LUTHER COLLEGE	SERVICES	1,100.00
MARTIN, CALEB	SPEECH JUDGE	60.00
MARY'S FLOWER PATCH	SERVICE	113.00
MCDOWELL, STEVE	OFFICIAL	80.00
MERRITT, SANDRA	REIMBURSEMENT	46.74
MILLER, DARLA	REIMBURSEMENT	39.50
MOORE MEDICAL, LLC	SUPPLIES	97.38
NEIL, TERI	STATS KEEPER	160.00
NIEDERT, DAVID	SERVICE	90.00
OAKES, CODY	OFFICIAL	50.00
OBERBROECKLING, CHRIS	OFFICIAL	0.00
PACESETTER	DUES/FEES	120.00
PEPSI-COLA GEN BOT IN	SUPPLIES	406.24
PUTZ, ANITA	SPEECH JUDGE	30.00
QUALITY INN & SUITES EVENT CTR	LODGING	1,813.90



Fund: 21 STUDENT ACTIVITY FUND

<u>Vendor Name</u>		<u>Total</u>
RATCHFORD, MICHAEL	OFFICIAL	60.00
RENTSCHLER, THERIN	OFFICIAL	80.00
REYNOLDS, CARLA	REFUND	21.00
RIVER RIDGE GOLF COURSE	DUES/FEES	700.00
RODRIGUEZ, KERI AND JUAN	REFUND	11.00
ROUSE, DAN	SPEECH JUDGE	60.00
RUBESH, DON	OFFICIAL	80.00
RUDISH, NICOLE	MONEY FROM FUNDRAISER	3,727.40
SAM'S CLUB DIRECT	SUPPLIES	364.14
SCHOLASTIC INC	SUPPLIES	32.00
SEVERSON, DAVE	OFFICIAL	80.00
SIGNS AND MORE	SUPPLIES	663.75
STAMY, DAVID	OFFICIAL	80.00
STEEGE, NATE	OFFICIAL	80.00
STUMPS	SUPPLIES	1,522.77
TEKIPPE, JAMI	REIMBURSEMENT	11.40
VERN'S TRUE VALUE	SUPPLIES	26.55
VISA CARD SERVICES	SUPPLIES	4,300.79
WALMART COMMUNITY	SUPPLIES	182.22
WARTBURG COLLEGE TRACK & FIELD	FEES	100.00
WASON, BEV	SPEECH JUDGE	60.00
WEBER, JANA	REFUND	50.00
WEST MUSIC CO INC	SUP/SRV	280.00
WHEELOCK, TODD/TERESA	REFUND	35.00
WHITE, NANCY	SPEECH JUDGE	60.00
WIELAND, CHET	OFFICIAL	80.00
YUSKA, DANNY	SPEECH JUDGE	60.00
Vendors Listed:	75	Total: 38,977.12

<u>Vendor Name</u>	<u>Total</u>
AUL SPECIAL PAY TRUST EMPLOYEE INVESTMENTS	223.31
SMITH - D & L INSURANCE SERVICES	21.00
Vendors Listed: 2	Total: <u>244.31</u>

Fund: 23 PHYSICAL PLANT &amp; EQUIPMENT

<u>Vendor Name</u>	<u>Total</u>
AHLERS AND COONEY, P.C. SERVICES	2,289.40
KEY EQUIPMENT FINANCE LEASE AGREEMENT	13,137.92
Vendors Listed: 2	Total: <u>15,427.32</u>

Fund: 61 SCHOOL NUTRITION FUND

<u>Vendor Name</u>		<u>Total</u>
DAN CONE GROUP	REPAIR	70.29
FAREWAY STORES INC	SUPPLIES	72.34
GOODWIN TUCKER GROUP	REPAIRS/MAINT	1,817.15
HAWKEYE FOODSERVICE	SUPPLIES	14,189.87
INTERSTATE BRANDS CORP.	BREAD	910.90
KECK INC	SUPPLIES	2,117.19
KIDSVILLE	REIMBURSEMENT	213.60
MARCUS UNIFORMS	SUPPLIES	80.92
OFFICE TOWNE, INC.	SUPPLIES	48.99
ROBERTS DAIRY COMPANY	DAIRY	4,504.11
Vendors Listed:	10	Total: 24,025.36



Fund: 91 AGENCY POP FUND

<u>Vendor Name</u>		<u>Total</u>
BLAND'S FLOWER SHOP INC	FLOWERS	33.00
HAUSERS WATER SYSTEM	SUPPLIES	27.00
Vendors Listed:	2	Total: <u>60.00</u>

<u>Vendor Name</u>	<u>Vendor Description</u>		
Checking		1	
Checking Account: 1	Fund: 10 OPERATING FUND		
ADVANCED SYSTEMS INC	SUPPLIES		
		Vendor Total:	63.48
AHLERS AND COONEY, P.C.	SERVICES		
		Vendor Total:	353.02
ALEKS CORP	SUPPLIES		
		Vendor Total:	80.00
ANDERSON'S ALPHABET U	SUPPLIES		
		Vendor Total:	39.45
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV		
		Vendor Total:	601.47
A-TEC RECYCLING INC.	SERVICE		
		Vendor Total:	908.54
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES		
		Vendor Total:	190.35
BOB'S WELDING & REPAIR	IMPROVEMENTS		
		Vendor Total:	65.00
BROWER SCHOOL BUS PARTS INC	REPAIRS/MAINT		
		Vendor Total:	291.50
BUCHANAN CO CHAPTER 31125 OF THRIVENT	SUPPLIES		
		Vendor Total:	300.00
BUSINESS SYSTEMS INC.	SUPPLIES		
		Vendor Total:	156.47
CARLSON MUSIC PRODUCTIONS	SUPPLIES		
		Vendor Total:	12.50
CEDAR RAPIDS COMMUNITY SCHOOLS	REIM/TUIT/FEES		
		Vendor Total:	228.76
CITY LAUNDERING CO	SERVICE		
		Vendor Total:	50.00
CONSOLIDATED ENERGY CO/HARTLAND FUEL	DIESEL		
		Vendor Total:	8,714.13
COULTER, ASHLEY	REIMBURSEMENT		
		Vendor Total:	18.24
CY & CHARLEY'S INC	REPAIRS/MAINT		
		Vendor Total:	223.88
DEMCO INC	SUPPLIES		
		Vendor Total:	67.81
DON'S TRUCK SALES INC	SERVICE		
		Vendor Total:	107.52
ELECTRICAL ENGINEERING & EQUIP	IMPROVEMENT		
		Vendor Total:	637.21
ENABLEMART	SUPPLIES		
		Vendor Total:	907.99
ESCHEN TARPY NAPA	SUPPLIES		
		Vendor Total:	293.89
EXCEPTIONAL PERSONS, INC	SERVICE		
		Vendor Total:	53.10
FAIRFIELD INN BY MARRIOTT	LODGING		
		Vendor Total:	78.40
FAREWAY STORES INC	SUPPLIES		

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	178.54
FARM PLAN	SUPPLIES		
		Vendor Total:	254.50
FASTENAL COMPANY	SUPPLIES		
		Vendor Total:	58.42
FOLLETT EDUCATIONAL SERVICES	TEXTBOOKS		
		Vendor Total:	488.37
FOLLETT LIBRARY RESOURCES	SUPPLIES		
		Vendor Total:	633.61
FOUR OAKS-RESIDENTAL	INSTRUCTION		
		Vendor Total:	4,706.40
FRISBEY, ANDREA	REIMBURSEMENT		
		Vendor Total:	31.44
GAGE EXTERMINATING	SERVICES		
		Vendor Total:	100.00
GREENLEY LUMBER INC	SUPPLIES		
		Vendor Total:	349.92
HAMILTON CONSTRUCTION, LOREN	SERVICE		
		Vendor Total:	195.00
HARDWARE HANK	SUPPLIES		
		Vendor Total:	750.99
HAWKEYE COMMUNITY COLLEGE	SERVICES		
		Vendor Total:	875.00
HEALTH ED	REG FEES		
		Vendor Total:	338.00
HEARTLAND PAPER COMPANY	SUPPLIES		
		Vendor Total:	223.71
HEINZ, JIM	REIMBURSEMENT		
		Vendor Total:	28.00
IASBO	DUES/FEES		
		Vendor Total:	375.00
IKON OFFICE SOLUTIONS	SUPPLIES/LEASE		
		Vendor Total:	2,478.18
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT		
		Vendor Total:	4,445.21
INDEPENDENCE CHAMBER OF COMMERCE	DUES/FEES		
		Vendor Total:	25.00
INDEPENDENCE LIGHT & POWER	UTILITIES		
		Vendor Total:	17,415.31
IOWA CUSTOM EMBROIDERY	SUPPLIES		
		Vendor Total:	60.00
IOWA FUTURE PROBLEM SOLVING PROGRAM	REGISTRATION		
		Vendor Total:	130.00
IOWA HIGH SCHOOL SPEECH ASSOC.	DUES/FEES/SUPPLIES		
		Vendor Total:	33.00
IOWA READING ASSOCIATION	REG FEES		
		Vendor Total:	137.00
IOWA SCHOOL BUILDING & GROUNDS ASSOC.	DUES		
		Vendor Total:	50.00
IOWA STATE UNIVERSITY	REG FEES		
		Vendor Total:	40.00

<u>Vendor Name</u>	<u>Vendor Description</u>		
J & D BODY SHOP	PARTS/REPAIRS/SERVIC E	Vendor Total:	122.04
JASON OHRT SNOW REMOVAL	SNOW REMOVAL	Vendor Total:	210.00
JAZZ EDUCATORS OF IOWA	FEES	Vendor Total:	50.00
KEPHART'S MUSIC CENTER INC	SUPPLIES	Vendor Total:	36.00
KEY EQUIPMENT FINANCE	LEASE AGREEMENT	Vendor Total:	448.95
KIDSVILLE	REIMBURSEMENT	Vendor Total:	4,418.86
KILBY, SHERRY	REIMBURSEMENT	Vendor Total:	156.48
KWIK TRIP/KWIK STAR STORES	GASOLINE	Vendor Total:	2,009.03
LAKESHORE LEARNING MATERIALS	SUPPLIES	Vendor Total:	149.39
LEO CLUB	REIMBURSEMENT	Vendor Total:	64.00
LIBRARY VIDEO COMPANY	SUPPLIES	Vendor Total:	46.85
LUCKY 10 LANES	SERVICES	Vendor Total:	600.00
LYNCH DALLAS PC	SERVICES	Vendor Total:	6,006.00
MAIERS EDUCATIONAL SERVICES INC.	SERVICE	Vendor Total:	4,712.00
MARTIN BROS DIST CO	SUPPLIES	Vendor Total:	156.53
MAXIMOVICH, VALERIE	REIMBURSEMENT	Vendor Total:	33.66
MCCALL'S PATTERN CO, THE	SUPPLIES	Vendor Total:	19.00
MCGRAW'S CARPETS	IMPROVEMENT	Vendor Total:	54.68
MENTORING MINDS, LP	SUPPLIES	Vendor Total:	196.65
MIDAMERICAN ENERGY CO.	NATURAL GAS	Vendor Total:	1,423.10
NASCO	SUPPLIES	Vendor Total:	518.04
NCS PEARSON INCORPORATED	SERVICE	Vendor Total:	2,000.00
NORTHWEST AEA	REG FEES	Vendor Total:	175.00
OELWEIN GLASS, INC.	REPAIRS	Vendor Total:	73.64
OFFICE DEPOT, INC	SUPPLIES	Vendor Total:	840.03
OFFICE TOWNE, INC.	SUPPLIES		



<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	138.13
OLD CREAMERY THEATRE COMPANY	SUPPLIES		
		Vendor Total:	600.00
O'LOUGHLIN, PATRICIA	REIMBURSEMENT		
		Vendor Total:	46.57
PAETEC	UTILITIES		
		Vendor Total:	1,186.31
PEARSON EDUCATION	SUPPLIES		
		Vendor Total:	1,137.29
PINICON FORD INC	SUPPLIES		
		Vendor Total:	4.51
PITNEY BOWES	LEASE		
		Vendor Total:	107.00
PITNEY BOWES INC	SUPPLIES		
		Vendor Total:	75.93
PLUMB SUPPLY COMPANY	IMPROVEMENT		
		Vendor Total:	290.58
POSTMASTER-INDEE	POSTAGE		
		Vendor Total:	190.00
PRINT EXPRESS-MILLER PRINTERIE	SERVICES		
		Vendor Total:	118.30
RAWLINS, MEGAN	REIMBURSEMENT		
		Vendor Total:	12.96
REINKOESTER, CASEY	REIMBURSEMENT		
		Vendor Total:	35.52
REMANT LIVING WATER CHURCH	SERVICE		
		Vendor Total:	100.00
REX'S REFILLS & SUPPLIES	SUPPLIES		
		Vendor Total:	139.97
RITE PRICE OFFICE SUPPLY INC	SUPPLIES		
		Vendor Total:	270.57
ROCKLER WOODWORKING & HARDWARE	SUPPLIES		
		Vendor Total:	175.35
SCHOOL BUS SALES	VEHICLE/SUPPLIES		
		Vendor Total:	201.43
SCHOOL SPECIALTY	SUPPLIES		
		Vendor Total:	102.54
SCHUBICH, MARY	SERVICE		
		Vendor Total:	190.00
SOFTWARE UNLIMITED INC	SVC/SUPPLIES/TRNG		
		Vendor Total:	80.00
SPAHN & ROSE LUMBER CO INC	SUPPLIES		
		Vendor Total:	71.98
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT		
		Vendor Total:	4,845.02
SUPERIOR CLEANING SERVICES LTD	SERVICE		
		Vendor Total:	5,606.00
SUPERIOR WELDING INC	SUPPLIES		
		Vendor Total:	680.00
TEX PENTECOST	SUPPLIES		
		Vendor Total:	175.00

<u>Vendor Name</u>	<u>Vendor Description</u>		
THE NEWS	ADS/LEGALS		
		Vendor Total:	747.99
THOMAS, PAT	REIMBURSEMENT		
		Vendor Total:	24.96
U.S. CELLULAR	TELEPHONE		
		Vendor Total:	675.29
VANHORN, BURT	REIMBURSEMENT		
		Vendor Total:	185.03
VERN'S TRUE VALUE	SUPPLIES		
		Vendor Total:	754.51
VISA CARD SERVICES	SUPPLIES		
		Vendor Total:	1,707.44
WALMART COMMUNITY	SUPPLIES		
		Vendor Total:	304.28
WASTE MANAGEMENT OF WI-MN	SERVICE		
		Vendor Total:	1,911.43
WEBER PAPER COMPANY	SUPPLIES		
		Vendor Total:	277.76
WEST MUSIC CO INC	SUP/SRV		
		Vendor Total:	662.60
ZIESER, RHONDA	REIMBURSEMENT		
		Vendor Total:	115.20
		Fund Total:	97,310.69
Checking Account: 1	Fund: 22 MANAGEMENT FUND		
AUL SPECIAL PAY TRUST	EMPLOYEE INVESTMENTS		
		Vendor Total:	223.31
		Fund Total:	223.31
		Checking Account Total:	97,534.00
<u>Checking</u>	2		
Checking Account: 2	Fund: 61 SCHOOL NUTRITION FUND		
FAREWAY STORES INC	SUPPLIES		
		Vendor Total:	29.92
HAWKEYE FOODSERVICE	SUPPLIES		
		Vendor Total:	16,824.32
INTERSTATE BRANDS CORP.	BREAD		
		Vendor Total:	1,098.15
IOWA STATE UNIVERSITY	REG FEES		
		Vendor Total:	300.00
KECK INC	SUPPLIES		
		Vendor Total:	1,464.27
KIDSVILLE	REIMBURSEMENT		
		Vendor Total:	285.60
OFFICE TOWNE, INC.	SUPPLIES		
		Vendor Total:	40.00
ROBERTS DAIRY COMPANY	DAIRY		
		Vendor Total:	5,611.68
WALMART COMMUNITY	SUPPLIES		
		Vendor Total:	122.99
WORDWARE, INC.	SERVICE		
		Vendor Total:	1,752.00
		Fund Total:	27,528.93

<u>Vendor Name</u>	<u>Vendor Description</u>	Checking Account Total:	27,528.93
<u>Checking</u>	3		
Checking Account: 3	Fund: 21	STUDENT ACTIVITY FUND	
AVID	SUPPLIES		
		Vendor Total:	477.36
BARLOON, ROGER	REIMBURSEMENT		
		Vendor Total:	90.78
BLUNT, DENNIS	OFFICIAL		
		Vendor Total:	85.00
BOYLES, JOSH	OFFICIAL		
		Vendor Total:	97.00
CAWLEY, DAN	OFFICIAL		
		Vendor Total:	85.00
CONNIE'S HALLMARK	SUPPLIES		
		Vendor Total:	329.12
COSTUME WORLD THEATRICAL	SUPPLIES		
		Vendor Total:	5,257.49
CRAWFORD, MICKY	REIMBURSEMENT		
		Vendor Total:	267.12
DESIGNS UNLIMITED	SUPPLIES		
		Vendor Total:	342.00
EDGEWATER GOLF COURSE	SUPPLIES		
		Vendor Total:	175.00
FAREWAY STORES INC	SUPPLIES		
		Vendor Total:	61.78
FLEMING, PAULA	REIMBURSEMENT		
		Vendor Total:	22.78
GLOBAL GOVERNMENT ED SOLUTIONS INC	SUPPLIES		
		Vendor Total:	172.80
GLSPORTS	SUPPLIES		
		Vendor Total:	430.56
GOEDKEN, RODNEY	OFFICIAL		
		Vendor Total:	99.10
GOLF TEAM PRODUCTS INC	SUPPLIES		
		Vendor Total:	78.00
HARTIG DRUG	SUPPLIES		
		Vendor Total:	18.53
IOWA CUSTOM EMBROIDERY	SUPPLIES		
		Vendor Total:	1,392.00
IOWA HIGH SCHOOL MUSIC ASSOC	DUES/FEES		
		Vendor Total:	198.75
IOWA HIGH SCHOOL SPEECH ASSOC.	DUES/FEES/SUPPLIES		
		Vendor Total:	20.00
JOHNSON, SHELLY	REFUND		
		Vendor Total:	120.00
KESSLERS TEAM SPORTS, INC.	SUPPLIES		
		Vendor Total:	3,422.34
LYNCH, JACK	OFFICIAL		
		Vendor Total:	250.00
MAKE MUSIC	SUPPLIES		
		Vendor Total:	36.00

<u>Vendor Name</u>	<u>Vendor Description</u>		
MAXIMOVICH, VALERIE	REIMBURSEMENT		
		Vendor Total:	585.00
MCELROY'S FOOD MARKET	SUPPLIES		
		Vendor Total:	126.70
MIDWEST COMPUTER PRODUCTS, INC	SUPPLIES		
		Vendor Total:	67.65
MURRAY, CRAIG	OFFICIAL		
		Vendor Total:	80.00
NAESP	SUPPLIES		
		Vendor Total:	66.00
NORTH LINN COMMUNITY SCHOOL	REG FEES		
		Vendor Total:	45.00
OELWEIN COMMUNITY SCHOOLS	TUIT/FEES/REIMB		
		Vendor Total:	65.00
OSAGE HIGH SCHOOL	DUES/FEES		
		Vendor Total:	70.00
PEPSI-COLA GEN BOT IN	SUPPLIES		
		Vendor Total:	2,011.52
PRINT EXPRESS-MILLER PRINTERIE	SERVICES		
		Vendor Total:	196.32
PUTZ, DANIEL	REIMBURSEMENT		
		Vendor Total:	170.44
QSP INC	SERVICE		
		Vendor Total:	915.60
REEDER, JULIE	REIMBURSEMENT		
		Vendor Total:	273.92
ROCK & THUNDER PROFESSIONAL DJ'S	SERVICES		
		Vendor Total:	415.00
SAM'S CLUB DIRECT	SUPPLIES		
		Vendor Total:	664.20
SANDERSON, TIM	OFFICIAL		
		Vendor Total:	125.00
SQUIRES, RUSSELL	OFFICIAL		
		Vendor Total:	183.80
TROTT TROPHIES	SUPPLIES		
		Vendor Total:	567.05
VISA CARD SERVICES	SUPPLIES		
		Vendor Total:	1,260.37
VORLAND PHOTOGRAPHY	SUPPLIES		
		Vendor Total:	91.00
WAPSIE BASKETBALL	DUES/FEES		
		Vendor Total:	400.00
WEST MUSIC CO INC	SUP/SRV		
		Vendor Total:	43.20
		Fund Total:	21,951.28
Checking Account: 3	Fund: 91	AGENCY POP FUND	
BLAND'S FLOWER SHOP INC	FLOWERS		
		Vendor Total:	38.00
HAUSERS WATER SYSTEM	SUPPLIES		
		Vendor Total:	16.00
SARAH'S FLOWERS	FLOWERS		



<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	40.00
TEKIPPE, JAMI	REIMBURSEMENT		
		Vendor Total:	16.49
		Fund Total:	110.49
		Checking Account Total:	22,061.77
<u>Checking</u>	4		
Checking Account:	4	Fund: 23	PHYSICAL PLANT & EQUIPMENT
AHLERS AND COONEY, P.C.			SERVICES
		Vendor Total:	781.61
CDW GOVERNMENT LLC			SUPPLIES
		Vendor Total:	2,788.22
THE NEWS			ADS/LEGALS
		Vendor Total:	1,430.00
		Fund Total:	4,999.83
Checking Account:	4	Fund: 33	LOCAL OPTION SALES AND SERVICES TAX
BG BRECKE INC			IMPROVEMENTS
		Vendor Total:	14,043.42
HYDE TELECOM			SERVICE
		Vendor Total:	4,430.00
JOHNSTONE SUPPLY			IMPROVEMENT
		Vendor Total:	527.73
VIPS			EQUIPMENT
		Vendor Total:	686.55
		Fund Total:	19,687.70
		Checking Account Total:	24,687.53

## **Board Report for April**

### **Jennifer Sornson, Junior/Senior High School Principal**

The Musical, The King and I, was another huge success. Another record was set for ticket sales. The entire cast was outstanding. The costumes and choreography was incredible. (They had donations for the additional costume expense.) It was a very challenging production but the entire cast and crew stepped up to the challenge.

State Jazz Championships – Tuesday, April 12  
We are favored as a district champ. Hopefully another top 3 finish!

Prom!!!!  
Saturday, April 16. Prom parade 6:00 West Elementary Gym. Prom 8:00 Heartland Acres. Post Prom Falcon Civic Center.

All 7<sup>th</sup> graders are going to take the Algebra aptitude test in May. This is an online test through the Iowa Testing Service. This is a great assessment. I have used it in the past and it helps with placement of students for many years. The data is very accurate.

#### **Building Plan**

Jean and I went out and presented the new 7-12 building plan to East Elementary staff on April 4, West Elementary staff on April 5, and the Jr./Sr. High staff on April 6. This was the second meeting with Jr./Sr. High staff. I am scheduling meetings with coaches who are not staff members in one of the buildings.

4<sup>th</sup> Term Parent-Teacher Conferences for the Senior High are scheduled for April 21, 3:45-7:30 p.m. No dinner break.

I will attend the Iowa High School Music Association Advisory Council meeting in April. I am in my second year of a three year term.

It will soon be here. Graduation rehearsal will be on May 26, 9:00 a.m. We will also have them do an exit survey. We are beginning a process to do one-year and five-year surveys with graduates. This is the first step and then we will contact these graduates in June of 2012.

## **JUNIOR HIGH APRIL BOARD REPORT**

The NWEA/MAP testing sessions for the 7<sup>th</sup> 7 8<sup>th</sup> grade students were completed on April 1<sup>st</sup>. A very special THANK YOU to Amy Gustafson and Mollie Jacobsen for wrapping up all of the make-up sessions students needed. We are anxiously waiting to get our ITBS results back.

Hard to believe it's time but summer school information was given to all students this week in ADVISOR. I will be sending out 3 mailings notifying parents that their son/daughter has GLE's to complete by the end of the school year or they will be assigned to summer school. The mailings will go out on Tuesday April 19, Tuesday May 3 and Tuesday May 17 with the last day of school on May 26. Summer School will start on June 1<sup>st</sup>. The past few summers we've had 13, 4 and 9 students in summer school. We're hoping to be lower than 4 this year!

Faculty evaluations for this school year will be completed the last week of April. During the first 2 weeks of May I will complete the evaluations of all junior high associates. All teachers will also complete their end of the year ICDP meetings with me by May 13.

THANK YOU to Greg Moen for once again organizing a very successful Community Clean-Up Day. Dodging the rainstorms was also a factor but the students had the opportunity to "give back" to the community by sprucing up many areas in our local communities.

The 7<sup>th</sup> grade Farm to School field trip will be on Tuesday, May 10. This is a great educational experience for our students that will take place off school grounds. Thank you to Kelly Crossley and her efforts with this field trip!

Dave Jacobson  
Junior-Senior High Assistant Principal



**Report to the Board of Education  
West Elementary  
April 18, 2011**

**Family Fitness Fun Night-**Our Parent Advisory Council sponsored a fun night for families on March 28. We had 6 activities set up in the gym, on the stage, in the commons, and around the wheel. Activities included: rope climbing on the stage, manned by Inspired Living Chiropractic; dancing in the commons, with music provided by Ben Trumblee; crazy mini golf in the wheel manned by Dan Lake and Tammy Baldwin; and hoola hooping and hop scotch provided by nursing students from Allen Hospital, nutritious snacks manned by the Wellness Center and Buchanan County ISU Extension, and math games prepared by West staff all in the gym. Students got a participation award at the end of the evening. About 85 families enjoyed an evening of family fun with parents participating with their children. It was a wonderful evening for our families! There were many requests to do more evenings like these. A big thanks to our Parent Advisory Council for organizing this and other events for our building.

**Special Olympics-**Xavier Fitz, Mason Fox, and Kyle Eilers participated in the regional track and field competition at the end of March in Cedar Falls. All three medaled! Kyle Eilers got 1st place in the 50- meter dash and 2nd place in the softball throw. Xavier Fitz got 4th place in the 50-meter dash and 2nd place in the softball throw. Mason Fox got 3rd place in the 50-meter dash and 5th place in the softball throw.

**West Memory Book-**Our students are making many memories this year and we will be capturing many of them in our 2010-11 West Memory Book sponsored by the PTO. The book will contain a class composite for each classroom, special events, and classroom activities that have occurred throughout the year. We were able to get a few students involved in the project and next year hope to get even more. We have orders for 220 books. They will be here in May.

**Giving Back to the Community-**We had a food drive to support our local food pantry during the week of April 4. Once again our families really stepped up to help others. We collected 272.6 pounds for the food pantry.

**Reading Challenge-**West students met their building reading goal of 25, 000 days of reading in February! They have a new challenge from a team of staff members. 3<sup>rd</sup> and 4<sup>th</sup> have been challenged to read 1800 days this month, 5<sup>th</sup> grade 2500 days, and 6<sup>th</sup> grade 1500 days. Grade levels that meet this challenge will get to make teachers into ice cream sundaes by putting all kinds of goodies on them. If the building reaches 7000 days in April, Mr. Reinkoester will also be made into an ice cream sundae. If we reach 8000 days, Mrs. Merritt will be added to the group.

**SINA Audit-**The state came to West on March 31 to review our action plan. We shared what we are doing and the data we have gathered representing our progress thus far. I have included a summary of what was shared with the state. We received lots of positives, in particular the level of focus in our plan.

Sandy Merritt



**4/18/11 School Board Meeting**  
**East/ECC Principal's Report**  
**Mary Jean Blaisdell**

1. April Inservice
  - a. April 6: Reading Comprehension videos
  - b. April 20: Learning Team
2. Kindergarten numbers for 2011-12
  - a. 96 at this time (5 sections of 19-20)
  - b. 81 for 1<sup>st</sup> grade (4 sections of 20-21)
3. Four Year Old Preschool update
  - a. Enrollment for 11-12: similar to this year
  - b. Preschool debate at state level still up in air
4. Spring Assessment
  - a. Begins May 2
5. Spring Events
  - a. April 14<sup>th</sup> – Old Creamery Theater
  - b. April 14<sup>th</sup> – Vocal Music concert 6:30 @ West
  - c. May 20<sup>th</sup> – Farm Safety Day
  - d. May 24<sup>th</sup> - Inflatables (PTO)
  - e. May 26<sup>th</sup> – Lad Day/Fitness Day/STARS Assembly
6. Summer School
  - a. Fewer students identified as qualifying for this this year
  - b. Will hold at East/ECC

### **ACTIVITIES DIRECTOR APRIL BOARD REPORT**

Congratulations to Dan Putz and the Large Group Speech Team for receiving the state academic achievement award with a cumulative 3.46 GPA for 55 students. The Individual Events Speech Team also achieved this with a cumulative 3.50 GPA for 26 students.

8 teams are in the start of their spring seasons. Ryan Ruffcorn is the head boys coach, Joel Dinger is the head girls golf coach, Casey Reinkoester is the head boys soccer coach, Trish O'Loughlin is the head girls soccer coach, Dave Morkel is the head boys tennis coach, Sarah Crawford is the head girls tennis coach, Scott Soukup is the head boys track coach and Jason Lang is the head girls track coach. The boys golf team plays their home matches at River Ridge Golf Course and the girls team plays their home matches at Three Elms Golf Course.

The school district athletic physicals night will be held at West Elementary on Wednesday, April 4 from 5:30-7:00 PM. The physicals have been announced in the schools, flyers are available in all school offices, notices are in the newspapers, the local radio is airing the information and we have placed information on Channel 8. Cost is \$10 per student and \$20 per family with all proceeds going back to the individual sports programs. These physicals are available to all Independence students grades 6-12 and can only be used for Independence School sponsored activities. A very special "THANK YOU" to the medical people in our communities for volunteering their time to make this affordable and available for our student-athletes.

Summer sports camps and facility usage is being booked up fast. The new gym floor will be installed at West Elementary this July and squeezing in all of the summer activities at the high school facilities will be doable but challenging.

The Booster and Band Clubs are once again doing the Drive One For Your School Fund Raiser Saturday, May 14 from 8:00 AM – 1:00 PM. Pinicon Ford is our local dealer sponsoring this and people that drive a vehicle help the 2 clubs raise up to \$3000 each and have a chance to win a \$100 Best Buy Gift Card. There will also be "goodies" available to purchase and a Car Wash fundraiser.

Come on out and enjoy a sport activity/contest this month at home. The schedule is sent out once a week and we hope everyone can get out to an event this spring to support the Mustangs.

Dave Jacobson Activities Director

**Report to the Board of Education  
School Improvement and Curriculum  
April 18, 2011**

**Did You Know-**This project continues to provide us an avenue for sharing the good news of the district. I have had multiple people indicate that they like reading the positives each month. Teachers and administrators continue to send me items to share. March's edition included a long list of student successes!

**NWEA (MAP) Assessment-**We are in the process of taking our spring assessments in grades 3-9. I will share data from MAP, ITBS, and ITED as data becomes available.

**Iowa Core-**Our district leadership team met to review and edit our Implementation Plan. As we looked at where we are and what we need to do next, we will make the following recommendation to SIAC at our next meeting:

1. We will begin the work of alignment to the national Common Core Standards next year. Iowa Core is divided into grade bands (K-2, 3-5, 6-8, and 9-12). Common Core is aligned to Iowa Core but is divided into grade levels. The state has a tool to assist us in verifying alignment to Iowa Core and Common Core. Common Core is only ready for language arts and math at this time. Because of that, the team will be recommending that we adjust our curriculum revision cycle to match Common Core. This would mean for the 2011-12 school year:
  - ❖ Year 1-math and guidance (we would review alignment to our GLEs)
  - ❖ Year 2-SS/Sp/IT/B (Social Studies is the only core content area that has not looked at Iowa Core so they would do that. The other areas will look at 21<sup>st</sup> Century skills)
  - ❖ Year 3-Science- (will review their assessments)
  - ❖ Year 4-FCS/PE/Health (review GLEs and revised curriculum written this year)
  - ❖ Year 5-Language Arts/Arts and Music (will be off)
2. We have introduced the Characteristics of Effective Instruction in the last 2 years. Data indicates that staff has a beginning understanding of them and is ready to further implement. The recommendation will be to continue our work in these areas and continue to infuse it into building and district work.

**Special Education IEP Audit-**The AEA team and I have finished our mid year audit. We reviewed 8 IEPs at East, West, JH, and HS. We also looked at 3 at ECC and 2 at the Success Center. Areas that need the most attention include: recording data as designated on the IEP, reviewing data routinely to determine if changes need to be made in instruction, ensuring that all required members of the team are present at 7-12 meetings, and being more specific in outlining the programming needs of the student. We will put in place checklists that will remind teachers of what needs to be addressed on IEPs, provide professional development in the above areas, and implement a peer review system in which teachers will have a peer review their IEP before submitting it to the AEA.

**End of Year Celebration-**We are planning for another celebration at the end of the school year. We will have grillers at both the JH/HS and East/West making hot dogs for students and their families. There will be a sack lunch topped off with ice cream. Adults will pay for their lunch on site. We are also looking at a big celebration in the fall that will coordinate multiple groups.

Sandy Merritt





# Independence

## Community School District

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Office of Stephen Noyes  
Technology Director

April 18, 2011

On April 11, I was invited to be a guest judge for the Eastern Regional ITEC (Iowa Technology Education Connection) conference held at UNI in Cedar Falls. There were about 35 student (grades 3-7) displays and I was able to judge four of the projects. Each project had one or more students showcasing their use of technology. Student project ranged from music creation, webpage development, animation and a variety of other types of technology. Each of the four projects I judged demonstrated hard-work and extra commitment by the students. It was an exciting to see to students explaining their projects to people. It took about 20 minutes for me to look at each project and visit with the student about their work.

The new website continues to develop. I have met with FusionForward several times and we have a good portion of the actual content ready to give them. We are constantly making adjustments and making sure we everything we need in the website.

The official Independence Facebook page is at: <http://www.facebook.com/pages/Independence-Schools/124953680893382>. We do not have very much information but people are able to join as friends.

SchoolMessenger – I have been through both the admin training and the user training. I will provide training to other staff people as needed. It is very similar to One Call Now so the transition will not be difficult. I am working on instructions for parents. SchoolMessenger will be very different for parents. We plan to start using SchoolMessenger in May. We will have both SchoolMessenger and One Call Now through July with the completed switchover to SchoolMessenger as soon as everything is properly working.

The Staff laptop replacement program is going well. I expect to have both East and West finished before the actual meeting on April 18. I will be working on the Junior High and High School until the end of April.

Stephen B. Noyes  
District Technology Director

Farm to School

We will be having a Farm to School meeting on April 26<sup>th</sup> at 4:00 at the West Elementary Commons. I'll update the group about our bids to growers, the upcoming field trip, and plans for this summer. The 7<sup>th</sup> grade field trip to three local farms will be on May 10<sup>th</sup>, with May 17<sup>th</sup> as the rain date. With Jessi Dorsey working this summer, she'll be able to order produce and organize volunteers. We're hoping to purchase a lot of produce to process and freeze for use in next school year's lunches.

Apparently the Farm to School posters from UNI is a longer process than we thought. We were hoping to have them last month, but it now looks like we'll have them to start the year with next year.

The garden plans are moving right along. We've been meeting every two weeks to talk about plans and Micki, Joe and Jessi are close to getting the teachers and students organized to plant their beds. We've also been working with Rhonda Sheets' students to design a logo for the garden to be put on business cards, brochures, signs, posters and possibly even t-shirts. Joe Olsen and I have narrowed them down to 5 or 6. We will be making a decision in the next few weeks. I've been very impressed with our options!

Equipment/Budget

We had part of a cooler/freezer unit go down in February. Chad was able to order the compressor and install with some local assistance for about half of what Taylor or Goodwin Tucker was going to charge us. Thanks, Chad!

Because of rising food costs and recommendations from my State Audit in January, I am seeking approval from the Board to raise lunch prices for the 2011-2012 school year. The details are in a separate report in the agenda. My Auditor recommended that we charge \$2.46 for school lunches. I am proposing a \$.10 increase from this year to \$2.05 for Elementary and \$2.10 for Jr./Sr. High School.

Free and Reduced

Our district's Free and Reduced numbers, as of 4/1/11, are: 382 Free students, 126 Reduced students, and 807 full Paid students. Our district percentage is 38.6%. My Free and Reduced numbers have to be based on students who potentially are eating school meals, not necessarily those students who might be "enrolled" but may be home schooled, or only coming over for band or sports from another school. This number does not include the preschool program, only those special needs students at ECC.

Personnel

We have filled the 2.25 hr. dishwasher position at the West Elementary.

Technology

Steve and I met with a software salesman from Horizon Software. It was very impressive and would be fantastic for us to have. Basically, with all the different hardware and software we would need, it would cost us almost \$20,000.00 to upgrade to their system. We will not be getting new software this year. We will take up the search again next year. I did speak to our current software company about the issues we have and they've said that they are planning a major overhaul that would address all of our complaints. This overhaul is still 1 to 1 ½ years away.

Other/Misc.

All of my audit findings have been satisfied and the audit is officially closed. ☺

Respectfully Submitted,  
Kelly Crossley, Food Service Director



April Board Report 2011  
Transportation, Grounds, Buildings

Buildings:

West School:

We have two bids on West School Gym floor.

Athletic Performance Solutions: Connor Sports floor- \$71,800.00

FLR Sanders, Inc \$69,200

I recommend that you go with Athletic Performance Solutions.

Bids enclosed.

Mike Donnelly

# Athletic Performance Solutions LLC

5525 Memorial Ave North - Suite #5  
Oak Park Heights MN 55082  
651 439 9050 Ex 651 439 9070

Proposal# 20823

Date 3/14/2011

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## Proposal Prepared for:

### Independence Community School

Mike Donnelly  
1207 1st Street West  
Independence, IA 50644  
319-334-7435 Phone  
319-334-7404 Fax

## Project:

Independence Community School  
New Gym Floor

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Athletic Performance Solutions agrees to perform the following:

### ARS-DIN by Connor Sports Flooring:

Installation of Connor ARS-DIN subfloor with 25/32" x 2-1/4" 2nd & Btr MFMA maple, sanding, sealing, game lines, and finish coat of new Gym floor assembly. Material and labor to install new 4" x 3" vent cove base, Pemko ADA ramps, and aluminum thresholds. Materials and labor to elevate storage area under stage.

**Total Price: \$71,800.00**

Use 25/32" x 2-1/4" 3rd Grade MFMA maple in lieu of 25/32" x 2-1/4" 2nd & Btr MFMA maple: Deduct \$2,300.00

#### Game lines consist of:

Three (3) Basketball Courts  
Three (3) Volleyball Court

#### Optional Features:

Add \$225.00 each to supply and install 8" Porter Volleyball Sleeve Cover

#### Notes:

- Owner to provide power for sanding equipment.
- Owner responsible for adjusting backstops.
- Owner to cut steel doors.

**Pricing does not include:** - Slab corrections to meet industry tolerance flatness - assumes substrate ready to accept new flooring material.

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Material and labor as described above to be furnished in accordance with drawings and specifications submitted for the above work.

For the sum of \$ See Above

Payments terms as follows:

Upon Completion

Interest of 18% annum will be charged on all outstanding balances over 30 days

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Deviations from the above work scope involving extra cost, will be executed upon written orders, and will become an extra charge.  
This Proposal may be withdrawn by us if not accepted within 30 days or by result of any abnormalities.

Respectfully submitted

*Scott Lochner*

Acceptance of proposal

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_



FLR SANDERS, INC.  
3079 92<sup>nd</sup> Avenue South  
Princeton, MN 55371  
(763) 633-1170 • (763) 631-0127 Fax  
[info@flrsanders.com](mailto:info@flrsanders.com) • [www.flrsanders.com](http://www.flrsanders.com)



April 7, 2011

TO: Mike Donnelly  
Independence Comm. Schools

PROJECT: Wood gym floor  
West Elementary

DESCRIPTION:

Furnish and install Aacer Ultra Flex DC wood floor system over the existing synthetic gym floor. Floor system consists of 6 mil poly vapor barrier, 7/16" Eco-Din performance cushions @ 12" o.c. installed on factory pre manufactured sub floor with concrete anchors, 25/32" x 2 1/2" 2<sup>nd</sup> & better northern hard maple flooring, vent cove perimeter base, 4 new 8" volleyball covers and aluminum ADA threshold ramps ( 53 lin. Ft. and 2'6" wide )

Also includes: Raising and refastening existing wall mats

Raising six existing backstops

Raising existing 7 row high bleachers

Shorten 16 wood stage doors

Install 2x and plywood subfloor under stage to same hgt. as new gym floor.

Material and labor = \$ 64,400.-

Deduct to use 3<sup>rd</sup> grade maple = 2,100.-

Add to use 1<sup>st</sup> grade maple = \$ 2,890.-

Add to furnish and install two new volleyball sleeves and covers = \$ 1,100.-

Alternate floor system = Aacer Anchored Power Sleeper DIN

Material and labor = \$ 69,200.- ( Adds & deducts are the same as above )

This proposal is based on the following terms and conditions:

1. Freight is included.
2. Sales tax is not included.
3. Unloading and distribution is included.
4. Humidity and temperature requirements are based on the flooring manufacturer's guidelines and may affect the installation schedule. These will be monitored by FLR and reported to the School.
5. 208 volt 3 phase power and connections to be provided by the GC. Two 30 amp breakers are required.
6. Not included is final cleaning. FLR will keep the immediate work area clean and all other cleaning is by others.
7. Timing is 3-4 weeks.

Respectfully submitted,  
Mike Franks  
Cell 515-577-1720

*Mike Franks*

INDEPENDENCE COMMUNITY SCHOOL DISTRICT  
ACTIVITY FUND  
FUNDRAISING REQUEST

DATE: 7/4/11BUILDING: High SchoolNAME OF GROUP: Fashion + Fabrics II ClassDATE(S) OF SALE: April 19 - May 10

PURPOSE OF FUNDRAISER: It is an entrepreneur project for class. Students choose, plan, create, & sell a product. Profits will go to fund the purchase of materials for a quilt they are making for a breast cancer recipient. Any other \$ will be used to replace embroidery equip. for the FCS lab.

DESCRIPTION OF ITEM TO BE SOLD: \_\_\_\_\_

Pop + water can koozies made w/ Indee logo + from bright fabric printsCOST OF ITEM TO BE SOLD: \$2WHEN WILL YOUR GROUP BE SELLING ITEMS: Apr. 19 May 10WILL THE ITEM BE SOLD IN THE SCHOOL, COMMUNITY, OR BOTH: BOTHIN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED: NONEDATE FOR PROGRESS REPORT ON FUNDRAISER: Mid May

(This report may be waived)

ESTIMATED PROFIT FROM FUNDRAISER: \$100-125

SIGNATURES: \_\_\_\_\_

Kara Spring

Group Sponsor

J. Johnson

Building Principal

Steve Holsen

Activities Director

[Signature]

Administration Office



INDEPENDENCE COMMUNITY SCHOOL DISTRICT  
ACTIVITY FUND  
FUNDRAISING REQUEST

DATE:

4/16/2011

BUILDING:

H.S.

NAME OF GROUP:

Girls Track

DATE(S) OF SALE:

ASAP - As soon as approval is gained

PURPOSE OF FUNDRAISER:

Produce a track schedule poster.

DESCRIPTION OF ITEM TO BE SOLD:

- Donations to the poster from  
parents & businesses

COST OF ITEM TO BE SOLD:

WHEN WILL YOUR GROUP BE SELLING ITEMS:

ASAP

WILL THE ITEM BE SOLD IN THE SCHOOL, COMMUNITY, OR BOTH:

Community

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED:

- Drive one  
for school car wash

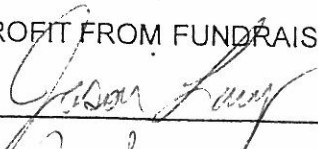
DATE FOR PROGRESS REPORT ON FUNDRAISER:

(This report may be waived)

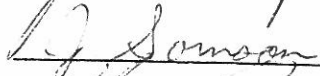
ESTIMATED PROFIT FROM FUNDRAISER:

\$150-250

SIGNATURES:



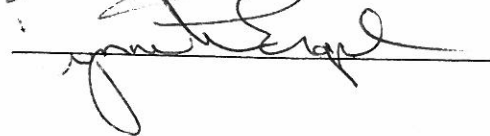
Group Sponsor



Building Principal



Activities Director



Administration Office



INDEPENDENCE COMMUNITY SCHOOL DISTRICT  
ACTIVITY FUND  
FUNDRAISING REQUEST

DATE: 4/11/11

BUILDING: West Elem.

NAME OF GROUP: Enrichment Camp

DATE(S) OF SALE: 4/11 - 8/30

PURPOSE OF FUNDRAISER: Supplies, field trips, and materials for  
Camp.

DESCRIPTION OF ITEM TO BE SOLD: Sponsorship for camp

COST OF ITEM TO BE SOLD: \_\_\_\_\_

WHEN WILL YOUR GROUP BE SELLING ITEMS: 4/11 - 8/30

WILL THE ITEM BE SOLD IN THE SCHOOL, COMMUNITY, OR BOTH: Community

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED: \_\_\_\_\_  
Grants, Mustang Foundation

DATE FOR PROGRESS REPORT ON FUNDRAISER: \_\_\_\_\_  
(This report may be waived)

ESTIMATED PROFIT FROM FUNDRAISER: \_\_\_\_\_

SIGNATURES: [Signature] Group Sponsor  
[Signature] Building Principal  
[Signature] Activities Director  
[Signature] Administration Office

**INDEPENDENCE COMMUNITY SCHOOL DISTRICT  
ACTIVITY FUND  
FUNDRAISING REQUEST**

DATE OF REQUEST: April 13

BUILDING: West

NAME OF GROUP: West Elementary

DATE(S) OF SALE: Late May - a date has not been set yet

PURPOSE OF FUNDRAISER: to raise money for children in Africa through Africare

DESCRIPTION OF ITEMS TO BE SOLD: mother/son, father/daughter dance will be held at West. This will be an evening or weekend event.

COST OF ITEMS TO BE SOLD: Admission to the dance has not been set yet, approximately \$5

WHEN WILL YOUR GROUP BE SELLING ITEMS: May

WILL THE ITEMS BE SOLD IN THE SCHOOL, COMMUNITY OR BOTH: ~~both~~ at the door

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED: This is a specific, student initiated project. Building fund raising includes Life Touch, QSP, Bontops, Walk Africa

DATE FOR PROGRESS REPORT ON FUNDRAISER: June

ESTIMATED PROFIT FROM FUNDRAISER: \_\_\_\_\_

SIGNATURES:

Sandy Merritt

GROUP SPONSOR

Jennifer Johnson

BUILDING PRINCIPAL

Lynette Engel

ACTIVITIES DIRECTOR

DIRECTOR OF FINANCE

ACTUAL FUNDS RAISED: \$ \_\_\_\_\_

TARGET GOAL MET?      YES      NO

Proposed Meal Price Increase: April 2011, for the 2011-2012 School Year

I've looked at several factors before requesting another price increase for school meals. The first is the price of food costs going up, especially some produce prices such as lettuce and tomatoes. The second is my overall budget, which is projected to be running slightly in the red by the end of this school year. We still have a surplus, but we need that to pay out salaries over the summer and as an emergency "cushion". The third is based on a recommendation from my state consultant given to me during the January Audit. And the fourth is the enactment of the Child Nutrition Reauthorization Act and its "rules" that may go into affect this next school year.

As gas prices have gone up, it's affected the food supply on multiple levels. It costs more to feed animals, to ship food, and to produce any kind of petroleum based packaging on products. According to the USDA, food prices overall are projected to increase from 3-4% in 2011. Here's a link to that report:

<http://www.ers.usda.gov/briefing/cpi/foodandexpenditures/consumerpriceindex.htm>

They have already risen and I'll know more when I get my food bids back in May.

Lynnette and I have gone over my budget and even with the price increase mid-year my nutrition fund will still be spending about \$3,000.00-\$4,000.00 more than what we brought in. It was projected to be more than that and we've been able to use \$10,000.00 since January of our Commodity dollars on fresh produce. I still feel that we need to be breaking even, and we are looking at needing to replace a few important pieces of equipment this summer, if we can.

When my State Consultant we here in January, she also looked at my budget, in addition to all of the paperwork, nutrition and guidelines we have to follow. In her recommendations, we said that we should be charging \$2.46 for our school meals. This is based not only on our budget, but also on some new recommendations that may be coming out with the Child Nutrition Reauthorization Act.

In the act, they are recommending that the amount schools charge for meals be based on a rather complicated formula that I can't explain completely, but it's basically saying that all schools need to be charging at least \$2.46, and should try to adjust to it gradually over the next 5-10 years. The Act may also be mandating that we serve three servings of fruits or vegetables, which is great, except that there isn't any extra money to pay for it. We currently serve 2 servings. To serve even a canned fruit or vegetable item costs me about \$.20 per serving and it just goes up from there for frozen or fresh produce. The USDA has been entertaining comments on the proposed rules and will make their decisions on them this summer.

Overall, I think it's the right decision to do this again now rather than later. After looking at other school districts, we are staying at the same level they are. Here are the following proposed meal prices for 2011-2012 school year. (I am not proposing a change to breakfast prices or milk prices.)

	Current Prices	New Prices
Elementary Lunch	\$1.95	\$2.05
Jr./Sr. High Lunch	\$2.00	\$2.10
Adult Lunch	\$2.90	\$3.00
Second Full Lunch	\$2.90	\$3.00
Elementary Breakfast	\$1.25	\$1.25
Jr./Sr. High Breakfast	\$1.25	\$1.25
Adult Breakfast	\$1.50	\$1.50
Second Full Breakfast	\$1.50	\$1.50

Thank you for your consideration.

Respectfully Submitted, Kelly Crossley, Food Service Director



Independence Community School District  
2011-2012 Proposed Fee Schedule  
August 1, 2011  
Heartland Acres Agribition Center

	2010-2011 Full Rate	2011-2012 Proposed Rate
<b>PK4</b>		
Registration	\$25.00	\$25.00
<b>BOOK RENT</b>		
Grades K – 6 <sup>th</sup>	\$ 35.00	\$35.00
Grades 7 <sup>th</sup> – 12 <sup>th</sup>	\$ 55.00	\$55.00
<b>TECHNOLOGY FEES</b>		
Grades K – 6 <sup>th</sup>	\$ 15.00	\$20.00
Grades 7 <sup>th</sup> – 12 <sup>th</sup>	\$ 25.00 Max \$60.00/Family	\$25.00
<b>INSTRUMENTAL RENTAL FEE</b> (including percussion)		
Elementary – High School	\$ 60.00	\$75.00
<b>2011-2012 YEARBOOK</b>		
Without Name Hot Stamped	\$ 55.00	\$55.00
With Name Hot Stamped	\$ 60.00	\$60.00
<b>STUDENT ACTIVITY TICKET</b>		
K – 12 <sup>th</sup>	\$ 45.00	\$50.00
<b>FALL, WINTER &amp; SUMMER ACTIVITY PASSES</b>		
Family All Year Pass	\$150.00	\$150.00
Adult All Year Pass	\$ 55.00	\$60.00
Adult 5-Punch Pass	\$ 20.00	\$20.00
Adult 10-Punch Pass	\$ 40.00	\$40.00
<b>FOOD SERVICE FEES</b>		
<b>Breakfast</b>		
K – 6 <sup>th</sup>	\$ 1.25	\$1.25
7 <sup>th</sup> – 12 <sup>th</sup>	\$ 1.25	\$1.25
Adult	\$ 1.50	\$1.50
<b>Lunch</b>		
K – 6 <sup>th</sup>	\$ 1.95	\$2.05
7 <sup>th</sup> – 12 <sup>th</sup>	\$ 2.00	\$2.10
Adult	\$ 2.90	\$3.00
<b>Milk</b>	\$ .35	\$ .35

**To qualify for free or reduced rates of any kind a FEE WAIVER APPLICATION must be approved. Should you not qualify payment arrangements can be made by filling out a temporary waiver request at the pay table.**

Students must ride to activity events with the team or group on school district transportation vehicles.

**College of Education  
Department of Teaching**

• Office of Student Field Experience • Price Laboratory School



**MEMORANDUM**

TO: Superintendent/Director

FROM: Nadene Davidson, Department Head  
Department of Teaching

DATE: March 31, 2011

RE: Cooperative Agreement for Pre-Service Clinical Placement

Enclosed please find the University of Northern Iowa's contract for the 2011-2012 academic year. Would you please forward this to the appropriate office that would review and approve this document?

Your schools are critical to our teacher education program. The preparation of educational professionals requires the collaboration of practicing professionals and our university community. We want to thank you, your district, and faculty for the ongoing support.

Please sign both copies and return one in the enclosed envelope. If you have any questions regarding the contract, please let me know. We look forward to our continued partnership.

NEAD/tp

Enc.



**COOPERATIVE AGREEMENT**  
**by and between**  
**UNIVERSITY OF NORTHERN IOWA AND EDUCATIONAL AGENCIES**  
**for the 2011-2012 Academic Year**

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

**Section 262.30 ... CONTRACTS FOR TRAINING TEACHERS provides:**

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

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

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

**1. Scope of Agreement**

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

**2. Options of Student Teachers and other Educational Experience Students**

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

**3. Placement of Students**

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

**4. Termination or Change of Assignment**

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

**5. Supervision of Students**

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

(over)

5.3 The students shall be subject to the policies, rules and regulations of the cooperating educational agency, UNI Office of Student Field Experiences, University of Northern Iowa and the Professional Code of Ethics.

5.4 All interaction between the cooperating teacher/educational agency supervisor or nonpublic cooperating educational agency and the student shall occur without regard to religious education, religious indoctrination, religious beliefs, or involvement with religious activities. Students shall not be present or participate in the instruction or discussion of religious subjects or any other religious activity of the cooperating educational agency.

#### 6. Evaluation

6.1 Evaluation of the students shall be a shared responsibility. The coordinator or supervisor, the cooperating teacher/educational agency supervisor, the student, and others knowledgeable about the performance of the student shall be involved. Evaluation is comprehensive, continuous, specific, and individualized. The evaluation in the nonpublic educational agency shall be based on non-religious criteria.

6.2 Mid-term and final evaluation conferences are required of student teachers. The student teacher, cooperating teacher, coordinator or supervisor shall participate. The cooperating teacher(s) and coordinator or supervisor shall collaborate in the preparation of the final evaluation for each student. However, the coordinator, as the designated UNI official, is responsible for the final evaluation.

#### 7. Status, Authority, and Tort Liability Protection of Students

7.1 Students shall have status and authority in accordance with section 272.27 Code of Iowa.

7.2 Students actually engaged under the terms of this contract in a public school shall be entitled to the same tort liability protection under the provisions of section 670.8 Code of Iowa, as is afforded by said section to officers and employees of the school district/agency during the time they are so assigned.

7.3 Students actually engaged under the terms of this contract in a non-public school shall be named as additional insured under the liability insurance coverage of the cooperating nonpublic school during the time they are so assigned. The cooperating nonpublic school shall provide a certificate of insurance to the University of Northern Iowa as evidence of such coverage prior to the beginning of the student teacher's activities pursuant to this agreement.

#### 8. Substitute Teaching

8.1 Students shall not be used as substitute teachers.

#### 9. Compensation to Cooperating Teachers for Work with Student Teachers

9.1 The University of Northern Iowa agrees to pay compensation to cooperating teacher (262.75 Code of Iowa) in the amount of two-hundred dollars (\$200) per student teacher assigned who completes the full semester student teaching period. Assignment of less than a full semester will be compensated on a prorated basis for a cooperating teacher's work with a student teacher.

9.2 Fifty dollars (\$50) will be paid for each student teacher who is registered for three (3) or four (4) semester hours of credit.

9.3 For student teacher placements, cooperating educational agencies agree to provide a listing of the cooperating teachers assigned in their district and to forward social security numbers when direct payment is made to cooperating teachers OR allow the University of Northern Iowa to request from the individual cooperating teachers their social security number and home address for direct payment to cooperating teachers.

9.4 In lieu of a cash payment, cooperating teachers may choose to receive a nontransferable Certificate of Value to be used toward one graduate credit (reduction in tuition for graduate hours of coursework) according to Iowa Code 262.75.

APPROVED

\_\_\_\_\_  
Designee, Cooperating Educational Agency

Date: \_\_\_\_\_

  
Designee, President of University of Northern Iowa

Date: 03/21/2011

Distribution of copies:    ☐ Cooperating Educational Agency  
                                     ☐ Office of the President's Designee



Revised April 2011

## AGREEMENT FOR FOOD SERVICES OPERATIONS

Between

KIDSVILLE

1009 1st Street West, Independence, IA 50644

And

INDEPENDENCE COMMUNITY SCHOOL DISTRICT

1207 1st Street West, Independence, IA 50644

Kidsville and Independence Community School District (ICSD), hereby enter into an Agreement pursuant to Chapter 28E of the Code of Iowa under the following terms and conditions:

1. Kidsville is a Private Childcare Facility.
2. ICSD is a public school, operating pursuant to the Code of Iowa.
3. Kidsville will provide food service operations for special needs students and staff for the ICSD at the Early Childhood Center. This Agreement covers food service for the ICSD, Special Needs students at the Early Childhood Center (ECC). The Agreement is as follows:
  - A. Kidsville will purchase and transport all food, milk and supplies for the day to day operations of the food service program.
  - B. Kidsville staff will clean and sanitize their own kitchen equipment. ECC staff will be responsible for cleaning and sanitizing the eating areas in their classrooms.
  - C. ICSD will continue to own all meal serving equipment (containers, trays, utensils, silverware, etc.) and will allow Kidsville to use this equipment, at no cost to Kidsville.
  - D. ICSD will repair or replace as necessary any meal serving equipment at its expense, regardless of the cause therefor.
  - E. Any and all upgrades to facilities or equipment as required by Iowa Department of Education, Iowa Department of Health, or other State of Iowa regulatory agency will be at the expense of the party owning said facilities or equipment.
  - F. Pest control services (if required) will be at Kidsville's expense.
  - G. Kidsville personnel will not have access to the eligibility status of ICSD's students.
  - H. ICSD will maintain storage cabinets in each classroom at ECC that receives meals. ICSD-owned serving equipment will be cleaned and sanitized in Kidsville's kitchen and then returned to ECC's storage cabinets each day. The cabinets should be secured and restricted from other students, staff or other persons who may rent and/or use ICSD facilities.
  - I. Supervision of students during lunch will be provided by ICSD/ECC staff.

- J. Kidsville will write a menu for ECC meals in compliance with NSLP meal standards. NSLP and Iowa Department of Education guidelines for providing meals for those who require a special diet will be followed by Kidsville. The menu will be posted daily in the lobby of ECC, where parents can clearly view it. Whenever possible, ICSD will give Kidsville at least 10 calendar days notice whenever a change needs to be made to the lunch schedule or the menu. Kidsville will inform ECC teachers and secretaries as soon as possible of any menu changes by Kidsville so that ECC parents may be informed in a timely manner. Kidsville will also have to follow the 4-year-old preschool meal guidelines for those 3-4 year-olds attending ECC.
  - K. Free and reduced meal applications for ICSD students will be processed and approved by ICSD Food Service Director. Applications will be filed in the food service office at ICSD.
  - L. ICSD will apply for and receive all State and Federal reimbursements for meals served to ECC students through NSLP. ICSD and Kidsville will establish a detailed procedure for accurate collection of reimbursable meal counts each day, following all NSLP guidelines. The cost of meals that are provided by Kidsville to ECC students will be the same as the cost charged to all ICSD students by ICSD. ICSD will collect all money received from ICSD students. All checks should be made payable to ICSD. Lunches for Special Needs classroom teachers are provided by Kidsville at no additional cost to ICSD.
  - M. Kidsville will invoice ICSD by the 6th of each month, and ICSD will include this in the Board bills, approved by the ICSD Board of Education at its monthly regular meetings. ICSD and Kidsville will be responsible for checking the accuracy of meal counts before the invoice is submitted to the ICSD board for payment.
  - N. The amount of payment from ICSD to Kidsville for each year of this Agreement will be negotiated and submitted for approval by the ICSD School Board and the Kidsville Board by May of each school year, so the Agreement can be in place before classes begin in August. The agreed amount of payment from ICSD to Kidsville for lunches prepared and served at ECC for the 2011-2012 School year will be \$ 2.50 per lunch.
  - O. ECC will be considered by the Bureau of Nutrition, Health and Transportation Services, to be an ICSD Food Service Site.
  - P. ICSD families will be allowed access to food service related benefits such as district website, access to meal accounts, online payment processing, nutritional information, etc.
4. Kidsville will serve meals to ECC students only on school days as stated on ICSD/ECC official school calendar.
5. Kidsville will provide:
- A. Experienced Food Service Director and assistant to oversee the food service operation at Kidsville.
  - B. Commercial general liability insurance policy covering the food service program and its employees for the term of this Agreement. Such policy shall name ICSD/ECC as additional insured. The minimum limits of said policy shall be one million dollars (\$1,000,000).



6. The term of this Agreement shall be for one school year starting August 23, 2011 and ending on the last day of school that meals are served in 2012. The Agreement will need to be re-evaluated and renewed at the end of each (1) school year period, and approved by the ICSD School Board and the Kidsville Board.
7. This Agreement shall terminate automatically should either party cease to exist in its current form, or an alternative form, eligible under the laws of this state to enter into an agreement for educational programming through the State of Iowa, and its agencies and political subdivisions.
8. If any provision of the Agreement, or any covenant, stipulation, obligation, act or part thereof is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Agreement and such other provisions shall remain in full force and effect until the end of the Agreement.
9. Should this Agreement terminate, and ICSD takes over control and operation of the food service program, all equipment and supplies purchased by Kidsville shall remain the property of Kidsville.

IN WITNESS WHEREOF, the parties being duly authorized by their respective Board of Directors have caused this Agreement to be executed on the dates set out below.

Independence Community School District, 1207 1st Street West, Independence, IA 50644

By: \_\_\_\_\_  
Board President

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

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

By: \_\_\_\_\_  
Food Service Director

Date: \_\_\_\_\_

Kidsville, 1009 1st Street West, Independence, IA 50644

By: \_\_\_\_\_  
Board President

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

By: \_\_\_\_\_  
Food Service Director

Date: \_\_\_\_\_