

BOARD REPORT

June 20, 2011

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



INDEPENDENCE COMMUNITY SCHOOL DISTRICT

1207 First Street West
Independence, Iowa 50644

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Jean Peterson
Superintendent

Lynnette Engel
Director of Finance
Board Secretary/Treasurer

June 17, 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, June 20, 2011** beginning at **6:30 p.m.**
at the **School Administration Office**, 1207 First Street West, Independence, Iowa

1. PLEDGE OF ALLEDIANCE

A. Call to Order

2. FRIEND OF EDUCATION

A. Charlie McCardle, Cindy McCardle and Buffy Campbell

We would like to recognize and thank Charlie McCardle, Cindy McCardle and Buffy Campbell for donating the photography of our Buchanan County Success Center and Independence High School graduates. The photos may be viewed on Facebook.

3. SPOTLIGHT ON EDUCATION

A. Golf

We would like to recognize and honor Mackenzie Black and Kurtis Christensen for finishing 14th at the 2011 State Coed Golf Tournament. Special thanks to Coach Joel Dinger and Coach Ryan Ruffcorn.

B. Girls Track

Congratulations to the 2011 State Track participants. We would like to recognize and honor the following members of the Girls Track Team:

- *Ashlyn Bagge, Kara Meyer, Brittany Short and Kelsey Zieser finished 11th in the 4x800*
 - *Mickey Geertsma, Chloe Kaiser, Olivia Kaiser and Quinci Morris finished 9th in the 4x200*
 - *Chloe Kaiser, Olivia Kaiser, Brittany Short and Kelsey Zieser finished 11th in the 4x400*
 - *Olivia Kaiser finished 10th in the open 400*
 - *Quinci Morris finished 7th in the 100 meter dash & 8th in the 200 meter dash*
- Special thanks to Coach Jason Lang and Assistant Coach Bill Stamper.*

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

4. CONSIDERATION OF ACTION ON CONSENT ITEMS

A. Approval of the minutes of the public hearing on May 23, 2011 and the regular meeting on May 23, 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.	304.1*	Administrative Positions
2.	304.8	Administrator Civic Activities
3.	305	Reduction in Administrative Positions
4.	306.1	Development and Enforcement of Administrative Regulations
5.	306.2	Monitoring of Administrative Regulations
6.	307	Administrator Code of Ethics
7.	308	Succession of Authority to the Superintendent
8.	309	Communication Channels
9.	604.10*	Home School Assistance Program
10.	701.6 (new policy)	Governmental Accounting Practices

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

First Readings:

	POLICY #	POLICY NAME
1.	507.3 & 507.3E1*	Communicable Diseases and Students and Communicable Disease Chart
2.	400	Role of and Guiding Principles for Employees
3.	401.1	Employee Orientation
4.	401.2	Equal Employment Opportunity
5.	401.3	Employee Conflict of Interest
6.	401.4	Nepotism
7.	401.5	Employee Complaints
8.	401.7	Employee Relations to the Administration and to the Board
9.	401.8	Employee Involvement in Decision Making

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

D. Transfers/Reassignments

Motion

NAME	PREVIOUS ASSIGNMENT	NEW ASSIGNMENT	DATE
Shelly Bellendier	West Elem 7 hr Sp Ed Assoc	East Elem 7 hr Sp Ed Assoc	2011-12 School Yr
Sandy Johnson	East Elem 7 hr Sp Ed Assoc	West Elem 7 hr Sp Ed Assoc	2011-12 School Yr

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

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

Motion

NAME	ASSIGNMENT	SALARY	DATE
Marie Alston	West Elem Summer Enrichment Camp Assoc	\$8.75/hour	06/20/2011
Cindi Barenz	K-2 Summer Accelerated Reading Associate	\$9.10/hour	06/28/2011
Angie Bonefas	PK-2 Sp Ed Summer School Teacher	\$21.12/hour	06/28/2011
Tami Corbin	PK-2 Sp Ed Summer School Associate	\$8.75/hour	06/28/2011
Robin Crawford	PK-2 Sp Ed Summer School Teacher	\$32.99/hour	06/28/2011
Jim Heinz	7 th & 8 th Grade Summer School Teacher	\$26.39/hour	06/01/2011
Chris Hogan	PK-2 Sp Ed Summer School Associate	\$8.75/hour	06/28/2011
Melissa Kearns	2 nd Grade At Risk Summer School Associate	\$9.10/hour	06/28/2011
Rachel Keber	Elementary Vocal Music Teacher	\$34,081	08/17/2011
Sue Knott	2 nd Grade At Risk Summer School Teacher	\$36.51/hour	06/28/2011
Deana Miller	PK-2 Sp Ed Summer School Associate	\$9.10/hour	06/28/2011
Emily Pearson	West Elem Special Education Teacher (Strat II)	\$34,081	08/17/2011
Diane Shonka	7 th & 8 th Grade Summer School Associate	\$8.85/hour	06/06/2011
Donna Simmons	PK-2 Sp Ed Summer School Associate	\$9.10/hour	06/28/2011

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

F. Resignations

Motion

NAME	ASSIGNMENT	DATE
Dawn Keenan	.5 FTE Assistant Speech Coach	06/08/2011
Amanda Kellar	ECC Special Education Teacher	06/07/2011
Jennifer Peters	Marching Band Coach	05/31/2011
Byron Reeder	Jr/Sr High .5 FTE Math Teacher	06/14/2011
Casey Reinkoester	Head Boys Soccer Coach	05/24/2011

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

G. Approval of Financial Reports

Motion 4.G.

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

5. ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS

A. Comments from the public

B. Comments from the Board

C. Presentations

1. 1 Mile and 5k Fun Run - PTO
2. ITBS/ITED and MAP Data – Sandy Merritt

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. OLD BUSINESS

A. Green Cleaning Resolution Motion 7.A.

Roll Call Vote

8. NEW BUSINESS

A. Moving Expense Stipend Motion

I am seeking approval to help with moving costs for Robert Arnold to be used prior to December 1, 2011; amount not to exceed \$1,500.

B. Travel Request

Motion 8.B.

I am seeking approval for Mary Jean Blaisdell, Donalyn Pogue, Julie Flickinger and Kathy Eilers to attend the Boost Up Workshop (Sensory Integration/ Learning Readiness) in Minneapolis, MN departing July 18, 2011 and returning July 21, 2011.

C. Classroom Technology

Motion

I am seeking approval of visual presentation devices and interactive white boards for regular classrooms grades K-6 and for special education classrooms PK-12. All K-6 regular education classrooms and PK-12 special education classrooms will have an LCD projector, visual presentation device (i.e. Elmo) and Interactive White Board (i.e Mimio/SMART). We will also update all PK-12 special education computers with laptops and purchase a 50 Neo II portable devices and related equipment for Renaissance Learning for use at West Elementary. The total cost of the project will be approximately \$110,000. Some of the equipment will be purchased with special education money before June 30 and some will be purchased after July 1. All of the equipment will be in place and ready to use when school starts in August. We will be using a variety of vendors including V.I.P.S (Cedar Rapids), CDWG, AEA State-wide consortium, RenLearning and Apple. Extra note: Depending on how much money is available for special ed, we could spend closer to \$200,000.

D. Transportation Shared Services Agreement with Jesup Schools for 2011-2012

Motion 8.D.

I am seeking approval for the Transportation Shared Services Agreement with Jesup Community School District for 2011-2012.

E. SAI Mentoring and Induction Program

Motion 8.E.

This agreement is a requirement by the State Department. We must have a mentoring and induction program for new administrators in our district. We have been a part of SAI's program for the past few years. With the hiring of our new administrator we will be set to move forward with the program.

F. 2012 IASB Legislative Action Priorities

Discussion 8.F.

I am asking that the Board review the possible legislative action priorities and engage in discussion on which five are priorities for our district. The Board of Education will need to adopt them as a group at the July regular meeting.

G. 28E Agreement with Hawkeye Community College for 2011-2012 Motion 8.G.
I am seeking approval of the 28E agreement with Hawkeye Community College to engage in a partnership to provide Project Lead the Way (PLTW) programming to our students for the 2011-2012 school year.

H. Contracted Sharing Agreement with Hawkeye Community College Motion 8.H.
I am seeking approval for the Contracted Sharing Agreement with Hawkeye Community College for the 2011-2012 year. This is for classes offered at the Independence Outreach Center.

I. Contracted Sharing Agreement with Hawkeye Community College Motion 8.I.
I am seeking approval for the Contracted Sharing Agreement with Hawkeye Community College for the 2011-2012 year. This is for classes offered at the Junior-Senior High School.

J. Camp Ewalu Contract Motion 8.J.
I am seeking approval Independence students (grades 6 through 8) to attend Camp Ewalu for the Low and High Ropes Challenge Courses. Dates of the events are September 26, October 5 and October 12, 2011

K. Response to Intervention (RTI) Discussion

L. Classified Non-Union, District Exempt Non-Union, Certified Non-Union and Administration Contracts for 2011-2012 Motion
I am seeking approval for the Classified Non-Union, District Exempt Non-Union, Certified Non-Union and Administration Contracts for 2011-2012.

M. Closed Session Motion
We need a motion to recess to a closed session as provided in Section 21.5(i) of the Iowa Code; *To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.*

Roll Call Vote to Enter Closed Session

N. Superintendent's Contract Motion

9. ADJOURNMENT Motion

UPCOMING MEETINGS –

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
May 23, 2011

A public hearing of the Independence Community School Board was called to order at 6:00 p.m. by Chairperson Dawnye Sturtz at the Brandon Community Center , Brandon, Iowa.

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

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 sale of the Former East Elementary Property. No Patrons approached the Board.

Motion McCardle, second Jensen to adjourn the meeting at 6:10 p.m. All voted "aye".
Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

Independence Community School Board Minutes
Regular Meeting
May 23, 2011

A Regular meeting of the Independence Community School Board was called to order at 6:30 p.m. by Chairperson Dawnye Sturtz at the Brandon Community Center, Brandon, 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"
John Klotzbach, "Independence Bulletin Journal"

Visitors Present: Interested Patrons

1. FRIEND OF EDUCATION

A. Mrs. Sornson recognized Pheasants Forever for donating 33 copies of A Sand County Almanac to the Science Department at the Jr/ Sr High School.

B. Mrs. Merritt recognized the Buchanan County Chapter #31125 – Thrivent Financial for Lutherans for generously donating \$300.00 to the mentoring program.

2. CONSIDERATION OF ACTION ON CONSENT ITEMS

Motion Christensen, second McCardle to approve the following consent items 2-A, 2-B, 2-C, 2-D, 2-E, 2-F and 2-H. All voted "Aye." Motion carried.

2-A APPROVAL OF MINUTES Approval of the minutes of the regular meeting on April 18, 2011, the special session on April 27, 2011 and the special session on May 16, 2011.

2-B APPROVAL OF AGENDA

2-C Approval of Board Policies (all policies may be reviewed in the Admin. Building)
Second Readings:

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

First Readings:

	POLICY #	POLICY NAME
1.	304.1	Administrative Positions
2.	304.8	Administrator Civic Activities
3.	305	Reduction in Administrative Positions
4.	306.1	Development and Enforcement of Administrative Regulations
5.	306.2	Monitoring of Administrative Regulations
6.	307	Administrator Code of Ethics
7.	308	Succession of Authority to the Superintendent
8.	309	Communication Channels
9.	604.10	Home School Assistance Program

2-D Transfers/Reassignments:

NAME	PREVIOUS ASSIGNMENT	NEW ASSIGNMENT	DATE
Allison Anderson (Recall)	West Elem .5 FTE Math Strategist	West Elem .5 FTE Math Strategist	2011-12 School Yr
Deb Bahr	Jr/Sr HS 7 hr Sp Ed Assoc	Jr/Sr HS 8 hr Media Assoc	2011-12 School Yr
Susan Case	Jr/Sr HS 6.5 hr Sp Ed Assoc	East Elem 5.75 hr Sp Ed Assoc	2011-12 School Yr
Liola Ciesielski	Jr/Sr HS 5.75 hr Sp Ed Assoc	ECC Preschool 4 hr Secretary	2011-12 School Yr
Heidi Evans	ECC 5.5 hr Sp Ed Assoc	West & Jr/Sr HS Media Assoc	2011-12 School Yr
Sandy Johnson	Jr/Sr HS 7 hr Sp Ed Assoc	East Elem 7 hr Sp Ed Assoc	2011-12 School Yr
Leah Martinson	Jr/Sr HS 7 hr Sp Ed Assoc	East Elem 7 hr Sp Ed Assoc	2011-12 School Yr
Stephanie Peterson	Jr/Sr HS 7 hr Sp Ed Assoc	West Elem 5.75 hr Sp Ed Assoc	2011-12 School Yr
Melissa Peyton	East Elem 7 hr Sp Ed Assoc	ECC 5.5 hr Sp Ed Assoc	2011-12 School Yr
Diane Yeager	West Elem Vocal Music 3-6	East/West Vocal Music K-4	2011-12 School Yr

2-E New Hires:

NAME	ASSIGNMENT	SALARY	DATE
Marie Alston	West Elem .5 FTE Reading Strategist	BA Step 0	08/17/2011
Robert Arnold	Jr/Sr HS Assist Principal/Activities Director	\$72,000	07/01/2011
Pam Frish	8 th Grade Volleyball Coach	Cat 4 Step 11(16)	08/2011
Marcia Kreutner	.5 FTE Summer Driver Ed Instructor	\$2,630	05/27/2011
Brian Loughren	7 th Grade Football Coach (.6 FTE)	Cat 4 Step 6	08/2011
Victoria Reinkoester	West Elem .5 FTE Special Ed Teacher	BA+15 Step 13(1)	08/17/2011
Amanda Sedlacek	BCSC Summer School Associate	\$8.75/hr	06/06/11
Tia Shaffer	Summer School Teacher – Grades 3-6	\$22.62/hr	06/28/2011
Mark Torgerson	Summer Driver Education Instructor	\$5,260	05/27/2011

2-F Resignations:

NAME	ASSIGNMENT	DATE
Marcia Kreutner	8 th Grade Volleyball Coach	04/28/2011
Gloria Pullin	Jr/Sr HS 4.0 hr Food Service Worker	End of School Year
David VanGroll	West Elem Special Education Teacher	End of School Year

2-G Termination of Contracts – Classified Staff: Motion McCardle, second Jensen to terminate the following employees due to staff reductions for the 2011/2012 school year:

- Kay Bunn, 4.0 hr Media Associate
- Nichole LaMarsh, 5.75 hr Special Education Associate
- Carol Smith, 5.75 hr Special Education Associate
- Diane Shonka, 7.0 hr Special Education Associate

Roll call vote: McCardle – Aye, Sturtz – Aye, Henderson – Aye, Christensen – Aye, Jensen – Aye. Motion carried 5-0.

2-H Approval of Financial Reports

3. 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 has been taking pictures at many different events lately. He also has attended the Buildings and Trades open house as well as the appreciation breakfast for the county/state employees.

Christensen was very impressed with the Buchanan County Success Center graduation ceremony. He is also impressed with the committees working on the potential future bond referendum.

Jensen attended a presentation regarding the potential for a bond referendum for the new Jr/Sr High building and she thought they did an excellent job communicating with the group.

Sturtz talked about the Drive One 4 Your School fundraiser that was held as well as the Farm to School Program that received more publicity with their school gardens.

C. Presentations

1. Spotlight on Independence Schools

A. Patrick Abildtrup – 5th grade teacher showed a clip of how his class has started a small business making and selling jump ropes. These kids are the ones who do not participate in band and needed an activity for when band was taking place. All proceeds earned will be donated to the 5th grade book club.

B. Mrs. Sornson, Mrs. Merritt and Ms. Blaisdell shared with the board how they perform their classroom walk through and observations. They shared what they are looking for, how they rank the teacher and system that use, complete the tally sheet, and why this will help to improve teaching methods.

4. 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.

5. Old Business

5-A Sale of Former East Elementary Property: Motion Christensen, second Henderson to accept the current offer from Billie Zimmerly for the amount of \$80,000 for the property formerly known as East Elementary. Roll call vote: McCardle – Nay, Sturtz – Aye, Henderson – Aye, Christensen – Aye, Jensen – Aye Motion carried 4-1.

6. New Business

6-A 2011 Independence High School Graduates

Motion Jensen, second Henderson to approve the 2011 Independence High School graduates upon their completion of the graduation requirements. All voted “Aye”. Motion carried.

6-B 2011 Buchanan County Success Center Graduates

Motion Christensen, second Jensen to approve the 2011 Buchanan County Success Center graduates upon their completion of the graduation requirements. All voted “Aye”. Motion carried.

6-C Milk Bid Recommendation for 2011-2012

Motion Henderson, second Jensen to approve the bid from Robert’s Dairy for the 2011-2012 school year. All voted “Aye”. Motion carried. All bids may be reviewed in the Administration Building.

6-D Bread Bid Recommendation for 2011-2012

Motion Jensen, second McCardle to approve the bid from IBC (Interstate Brands/Wonder Bread) for the 2011-2012 school year. All voted “Aye”. Motion carried. All bids may be reviewed in the Administration Building.

6-E Bid for General Food Purchases

Motion Christensen, second McCardle to approve the general food purchases for July 1, 2011 through June 30, 2012 to Hawkeye Food Service Distribution. All voted “Aye”. Motion carried. All bids may be reviewed in the Administration Building.

6-F 2011-2012 28E Agreement for School-Based Supervision Program

Motion Jensen, second Christensen to approve for the continuation of the 28E Agreement between Juvenile Court Services for the First Judicial District, the Iowa Department of Human Services, and Independence Community School District for School Based Supervision Program for 2011-2012. All voted “Aye”. Motion carried.

6-G Green Cleaning

Discussion was held by the board regarding the green cleaning initiative that is being implemented. This resolution will be coming up on the June agenda so the district will have the option to “opt-out” due to the increase of cost.

6-H Fund Raising Requests

Motion McCardle, second Christensen to approve the following fund raisers. All voted "Aye". Motion carried.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Cheerleading	Selling purses and items	Raise money for warm ups, pom poms and shoes		\$100	Summer 2011
HS Boys Basketball	Service project for 4 th of July Committee	Raise money for boys basketball program		\$500	7/2/11 – 7/5/11
HS Football	Sell ads to be hung on fence around football field for \$200 per section; \$55 goes towards the sign and \$145 to program	Help with new uniforms for Junior High football, Junior High equipment and update HS Program computer, printer, video cameras		\$1,900	During the summer months
HS Football	Football camp for \$30 per person	Raise money for pads on football sled.		\$1,500	8/1/11 – 8/5/11
HS Football	Through Ace Fundraising selling discount card with football schedule and discounts on back	Raise money for both Junior High football and HS football programs to purchase field equipment for use during practices		\$4,000	8/10/11
HS Football	\$1.00 to attend Buck Bowl games	Raise money for new Junior High uniforms		good weather - \$2,000; bad weather - \$500	8/19/11
HS Volleyball	Volleyball Camp; \$30 per person to attend (should make \$15 profit per person)	Raise money for volleyball program		\$4,000	7/27/11 – 7/29/11 and 8/2/11 – 8/5/11
HS Volleyball	Sell team poster for \$3	Raise money for volleyball team		\$2,000	8/8/11 – 8/12/11

6-I Staff Handbooks for 2011-2012

Motion Christensen, second McCardle to approve the staff handbooks for the 2011-2012 school year. Christensen, McCardle, Sturtz and Jensen voted "Aye", Henderson voted "Nay". Motion carried 4-1.

6-J Student Handbooks for 2011-2012

Motion McCardle, second Christensen to approve the student handbooks for the 2011-2012 school year. Christensen, McCardle, Sturtz and Jensen voted "Aye", Henderson voted "Nay". Motion carried 4-1.

6-K 2011-2013 Independence Educational Support Personnel (Custodians)

Master Contract

Motion McCardle, second Henderson to approve the 2011-2012 Independence Educational Support Personnel (Custodians) Master Contract. All voted "Aye". Motion carried.

6-L 2011-2013 Independence Educational Support Personnel (Secretaries, Food

Service, Associates) Master Contract

Motion McCardle, second Henderson to approve the 2011-2012 Independence Educational Support Personnel (Secretaries, Food Service, Associates) Master Contract. All voted "Aye". Motion carried.

6-M 2011-2012 Certified Master Contract

Motion McCardle, second Henderson to approve the 2011-2012 Certified Master Contract. All voted "Aye". Motion carried.

6-N Town Hall Meeting with Gov. Branstad and Lt. Gov. Reynolds

Discussion was held by board members giving guidance as to what they would like Mrs. Sturtz to address at the town hall meeting.

ADJOURNMENT

Motion Henderson, second McCardle to adjourn the meeting at 8:22 p.m. All voted "Aye". Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

ADMINISTRATIVE POSITIONS

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

- Superintendent
- High School Principal
- Assistant *Jr./Sr.* High School Principal/Activities Director
- ~~Middle School Principal~~
- Intermediate Principal/*Director of School Improvement*
- Lower Elementary Principal
- ~~Director of School Improvement~~
- Director of Finance
- *Directors of Buildings, Grounds, Transportation and Maintenance*
- *Director of Technology*
- *Director of Food Service*

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 CIVIC ACTIVITIES

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

It shall be the responsibility of the administrators to become involved in school district community activities and events. The board may include a lump sum amount as part of the administrator's compensation to be used specifically for paying the annual fees of the administrator for school district community activities and events if, in the board's judgment, the administrator'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: 302.7 Superintendent Civic Activities

Approved 11/1/2004

Reviewed 03/28/2007

Revised _____

REDUCTION IN ADMINISTRATIVE POSITIONS

The board shall have the discretion to determine the appropriate number of administrators.

When considering a reduction in administrative positions, the board shall consider the number of students to be enrolled, the financial condition of the school district, the reassignment of duties among other administrators, and other factors deemed relevant by the board.

The board shall consider the relative skills, ability, competence, experience, effectiveness, and qualifications of the administrators to do the available work, as well as other factors deemed relevant by the board in making reductions in administrative positions.

Legal Reference: In re: Waterloo Community School District, 338 N.W.2d 153 (Iowa 1983).
 Olds v Board of Education, Nashua Community School District, 334 N.W.2d 765 (Iowa
 App. 1983).
 Iowa Code §§ 279.8, .21, .23, .24 (2003).

Cross Reference: 303 Superintendent
 304 Administrative Employees

Approved 11/1/2004

Reviewed 03/28/2007

Revised _____

DEVELOPMENT AND ENFORCEMENT OF ADMINISTRATIVE REGULATIONS

Administrative regulations may be necessary to implement board policy. It shall be the responsibility of the superintendent to develop administrative regulations.

In developing the administrative regulations, the superintendent may consult with administrators or others likely to be affected by the regulations. Once the regulations are developed, employees, students and other members of the school district community shall be informed in a manner determined by the superintendent.

The board shall be kept informed of the administrative regulations utilized and their revisions. The board shall review and recommend change of administrative regulations prior to their use in the school district.

It shall be the responsibility of the superintendent to enforce administrative regulations.

Legal Reference: Iowa Code § 279.8 (2003).

Cross Reference: 209 Board of Directors' Management Procedures
304.2 Monitoring of Administrative Regulations

Approved 11/1/2004

Reviewed _____

Revised 03/28/2008

MONITORING OF ADMINISTRATIVE REGULATIONS

The administrative regulations shall be monitored and revised when necessary. It is the responsibility of the superintendent to monitor and revise the administrative regulations.

The superintendent may rely on the board, administrators, employees, students, and other members of the school district community to inform the superintendent about the effect of and possible changes in the administrative regulations.

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

Cross Reference: 209 Board of Directors' Management Procedures
304.1 Development and Enforcement of Administrative Regulations

Approved 11/1/2004

Reviewed 04/16/2007

Revised _____

ADMINISTRATOR CODE OF ETHICS

Administrators, as part of the educational leadership in the school district community, represent the views of the school district. Their actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, administrators shall conduct themselves professionally and in a manner fitting to their position.

Each administrator shall follow the code of ethics stated in this policy. Failure to act in accordance with this code of ethics or in a professional manner, in the judgment of the board, shall be grounds for discipline up to, and including, discharge.

The professional school administrator:

- Upholds the honor and dignity of the profession in actions and relations with students, colleagues, board members and the public;
- Obeys local, state and national laws; holds to high ethical and moral standards; and gives loyalty to this country and to the cause of democracy and liberty;
- Accepts the responsibility to master and contribute to the growing body of specialized knowledge, concepts, and skills which characterize school administration as a profession;
- Strives to provide the finest possible educational experiences and opportunities to the members of the school district community;
- Seeks to preserve and enhance the prestige and status of the profession when applying for a position or entering into contractual agreements;
- Carries out in good faith the policies duly adopted by the local board and the regulations of state authorities and renders professional service;
- Disallows consideration of private gain or personal economic interest to affect the discharge of professional responsibilities;
- Recognizes public schools are the public's business and seeks to keep the public informed about their schools; and,
- Supports and practices the management team concept.

Legal Reference: Iowa Code § 279.8 (2003).
282 I.A.C. 13.

Cross Reference: 404 Employee Conduct and Appearance

Approved 11/1/2004

Reviewed 04/16/2007

Revised _____

SUCCESSION OF AUTHORITY TO THE SUPERINTENDENT

In the absence of the superintendent, it shall be the responsibility of the other administrators to assume the superintendent's duties. The succession of authority to the superintendent shall be in this order:

- Administrator who is working on or has Superintendent endorsement
- Most senior administrator

If the absence of the superintendent is temporary, the successor shall assume only those duties and responsibilities of the superintendent that require immediate action. If the board determines the absence of the superintendent will be a lengthy one, the board shall appoint an acting superintendent to assume the responsibilities of the superintendent. The successor shall assume the duties when the successor learns of the superintendent's absence or when assigned by the superintendent or the board.

References to "superintendent" in this policy manual shall mean the "superintendent or the superintendent's designee" unless otherwise stated in the board policy.

Legal Reference: Iowa Code § 279.8 (2003).
281 I.A.C. 12.4(4).

Cross Reference: 302 Superintendent

Approved 11/1/2004

Reviewed _____

Revised 04/16/2008

COMMUNICATION CHANNELS

Questions and problems shall be resolved at the lowest organizational level nearest to the complaint. School employees shall be responsible for conferring with their immediate supervisor on questions and concerns. Students and other members of the school district community shall confer with a licensed employee and then with the principal on questions and concerns.

If resolution is not possible by any of the above, individuals may bring it to the attention of the superintendent within five school days of their discussion with the principal. If there is no resolution or plan for resolution by the superintendent within five school days of the individual's discussion with the superintendent, the individual may ask to have the question or problem placed on the board agenda. The action of the board will be final.

It shall first be the responsibility of the administrators to resolve questions and problems raised by the employees and the students they supervise and by other members of the school district community.

Legal Reference: Iowa Code § 279.8 (2003).

Cross Reference: 213 Public Participation in Board Meetings
401.4 Employee Complaints
502.4 Student Complaints and Grievances
504.3 Student Publications

Approved 11/1/2004

Reviewed 05/21/2007

Revised _____

HOME SCHOOL ASSISTANCE PROGRAM

The board, recognizing alternatives to education outside the formal public school system, authorizes the establishment of a home school assistance program. This program will assist students receiving competent private instruction by providing licensed employees of the school district to assist the parent, guardian or legal custodian in the education of the student.

The parent, guardian or legal custodian registering for the home school assistance program will agree to comply with the requirements established by the faculty of the program.

Students registered for the home school assistance program will be counted in the basic enrollment.

It shall be the responsibility of the superintendent to develop administrative regulations regarding this policy.

This policy became inactive effective 06-30-2011.

Legal Reference: Iowa Code §§ 279.8; 299A (2003).
281 I.A.C. 31.

Cross Reference: 504 Student Activities
507 Student Health and Well-Being
604.1 Competent Private Instruction
604.8 Dual Enrollment

Approved 11/1/2004

Reviewed 04/21/2008

Revised _____

GOVERNMENTAL ACCOUNTING PRACTICES

School district accounting practices will follow state and federal laws and regulations, generally accepted accounting principles (GAAP) and the uniform financial accounting system provided by the Iowa Department of Education. As advised by the school district's auditor, determination of liabilities and assets, prioritization of expenditures of governmental funds and provisions for accounting disclosures shall be made in accordance with governmental accounting standards.

In Governmental Accounting Standards Board (GASB) Statement No. 54, the board identifies the order of spending unrestricted resources applying the highest level of classification of fund balance - restricted, committed, assigned, and unassigned - while honoring constraints on the specific purposes for which amounts in those fund balances can be spent. A formal board action is required to establish, modify and or rescind a committed fund balance. The resolution will state the exact dollar amount. In the event, the board chooses to make changes or rescind the committed fund balance, formal board action is required.

The Board authorizes the superintendent or board secretary/director of finance to assign amounts to a specific purpose in compliance with GASB 54. An 'assigned fund balance' should also be reported in the order of spending unrestricted resources, but is not restricted or committed.

It is the responsibility of the superintendent and director of finance to develop administrative regulations implementing this policy. It is also the responsibility of the superintendent and director of finance to make recommendations to the board regarding fund balance designations.

Legal Reference: Iowa Code §§ 257.31(4); 279.8; 297.22-.25; 298A (2011).

Cross Reference: 701.5 Financial Records
703 Budget
704 Revenue

Approved _____

Reviewed _____

Revised _____

COMMUNICABLE DISEASES - STUDENTS

Students with a communicable disease will be allowed to attend school provided their presence does not create a substantial risk of illness or transmission to other students or employees. The term "communicable disease" shall mean an infectious or contagious disease spread from person to person, or animal to person, or as defined by law.

Prevention and control of communicable diseases shall be included in the school district's bloodborne pathogens exposure control plan. The procedures shall include scope and application, definitions, exposure control, methods of compliance, universal precautions, vaccination, post-exposure evaluation, follow-up, communication of hazards to employees and record keeping. This plan shall be reviewed annually by the superintendent and school nurse.

The health risk to immunodepressed students shall be determined by their personal physician. The health risk to others in the school district environment from the presence of a student with a communicable disease shall be determined on a case-by-case basis by the student's personal physician, a physician chosen by the school district or public health officials.

A student who is at school and who has a communicable disease which creates a substantial risk of harm to other students, employees, or others at school shall report the condition to the Superintendent any time the student is aware that the disease actively creates such risk.

It shall be the responsibility of the superintendent, in conjunction with the school nurse, to develop administrative regulations stating the procedures for dealing with students with a communicable disease.

Legal Reference: School Board of Nassau County v. Arline, 480 U.S. 273 (1987).
 29 U.S.C. §§ 701 *et seq.* (1994).
 45 C.F.R. Pt. 84.3 (2002).
 Iowa Code ch. 139 (2003).
 641 I.A.C. 1.2-.5, 7.

Cross Reference: 403.3 Communicable Diseases - Employees
 506 Student Records
 507 Student Health and Well-Being

Approved 11/1/2004

Reviewed _____

Revised 01/18/2010

COMMUNICABLE DISEASE CHART

Source: Iowa Department of Public Health (1992).

CONCISE DESCRIPTIONS AND RECOMMENDATIONS FOR EXCLUSION OF CASES FROM SCHOOL

DISEASE <i>*Immunization is available</i>	Usual Interval Between Exposure and First Symptoms of Disease	MAIN SYMPTOMS	Minimum Exclusion From School
CHICKENPOX	13 to 17 days	Mild symptoms and fever. Pocks are "blistery," Develop scabs, most on covered parts of body.	7 days from onset of pocks or until pocks become dry
CONJUNCTIVITIS (PINK EYE)	24 to 72 hours	Tearing, redness and puffy lids, eye discharge.	Until treatment begins or physician approves readmission.
ERYTHEMIA INFECTIOSUM (5TH DISEASE)	4 to 20 days	Usual age 5 to 14 years – unusual in adults. Brief prodrome of low-grade fever followed by Erythema (slapped cheek) appearance on cheeks, lace-like rash on extremities lasting a few days to 3 weeks. Rash seems to recur.	After diagnosis no exclusion from school.
GERMAN MEASLES* (RUBELLA)	14 to 23 days	Usually mild. Enlarged glands in neck and behind ears. Brief red rash.	7 days from onset of rash. Keep away from pregnant women.
HAEMOPHILUS MENINGITIS	2 to 4 days	Fever, vomiting, lethargy, stiff neck and back.	Until physician permits return.
HEPATITIS A	Variable – 15 to 50 (average 28 to 30 days)	Abdominal pain, nausea, usually fever. Skin and eyes may or may not turn yellow.	14 days from onset of clinical disease and at least 7 days from onset of jaundice.
IMPETIGO	1 to 3 days	Inflamed sores, with puss.	48 hours after antibiotic therapy started or until physician permits return.
MEASLES*	10 days to fever, 14 days to rash	Begins with fever, conjunctivitis, runny nose, cough, then blotchy red rash.	4 days from onset of rash.
MENINGOCOCCAL MENINGITIS	2 to 10 days (commonly 3 to 4 days)	Headache, nausea, stiff neck, fever.	Until physician permits return.
MUMPS*	12 to 25 (commonly 18) days	Fever, swelling and tenderness of glands at angle of jaw.	9 days after onset of swollen glands or until swelling disappears.
PEDICULOSIS (HEAD/BODY LICE)	7 days for eggs to hatch	Lice and nits (eggs) in hair.	24 hours after adequate treatment to kill lice and nits. <i>No mandatory exclusion from school. Children will be sent home at the discretion of the school nurse depending on the severity of the infestation.</i>
RINGWORM OF SCALP	10 to 14 days	Scaly patch, usually ring shaped, on scalp.	No exclusion from school. Exclude from gymnasium, swimming pools, contact sports.
SCABIES	2 to 6 weeks initial exposure; 1 to 4 days reexposure	Tiny burrows in skin caused by mites.	Until 24 hours after treatment.
SCARLET FEVER SCARLATINA STREP THROAT	1 to 3 days	Sudden onset, vomiting, sore throat, fever, later fine rash (not on face). Rash usually on with first infection.	24 hours after antibiotics started and no fever.
WHOOPIING COUGH* (PERTUSSIS)	7 to 10 days	Head cold, slight fever, cough, characteristic whoop after 2 weeks.	5 days after start of antibiotic treatment.

Readmission to School – It is advisable that school authorities require written permission from the health officer, school physician or attending physician before any pupil is readmitted to class following any disease which requires exclusion, not mere absence, from school.

ROLE OF AND GUIDING PRINCIPLES FOR EMPLOYEES

This series of the board policy manual is devoted to the board's goals and objectives for employees in the performance of their jobs. Employees provide a variety of important services for the children of the school district community. They may be teaching or assisting in the classroom, working in the office, maintaining the facilities, driving or repairing the school buses, or cooking lunches. Each employee plays a vital role in providing an equal opportunity for a quality education for students commensurate with the students' individual needs. While the teachers have the most direct impact on the formal instruction of students, all employees have an impact on the school environment by their dedication to their work and their actions. As role models for the students, employees shall promote a cooperative, enthusiastic, and supportive learning environment for the students.

In striving to achieve a quality education program, the board's goal is to obtain and retain qualified and effective employees. The board shall have complete discretion to determine the number, the qualifications, and the duties of the positions and the school district's standards of acceptable performance. It shall be the responsibility of the superintendent to make recommendations to the board in these areas prior to board action. The board recognizes its duty to bargain collectively with duly certified collective bargaining units.

Board policies in this series relating to general employees shall apply to employees regardless of their position as a licensed employee, classified employee, substitute or administrator. Board policies relating to licensed employees shall apply to positions that require a teaching license or administrator's certificate or other professional license, certificate or endorsement, unless administrative positions are specifically excluded from the policy. Classified employees' policies included in this series shall apply to positions that do not fall within the definition of licensed employee.

Approved 11/1/2004

Reviewed _____

Revised _____

EMPLOYEE ORIENTATION

Employees must know their role and duties. New employees may be required to participate in an orientation program for new employees. The employee's immediate supervisor should provide the new employee with a review of the employee's responsibilities and duties. Payroll procedures and employee benefit programs and accompanying forms will be explained to the employee by the payroll clerk. Regular employees ineligible for the school district's group health plan will be given information regarding where they can obtain health care or health care insurance.

Legal Reference: Iowa Code §§ 20; 279.8 (2003).
191 I.A.C. 74.

Cross Reference: 404 Employee Conduct and Appearance
406 Licensed Employee Compensation and Benefits
412 Classified Employee Compensation and Benefits

Approved 11/1/2004

Reviewed 08/20/2007

Revised _____

EQUAL EMPLOYMENT OPPORTUNITY

The Independence Community School District will provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and affirmative action laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. The school district will take affirmative action in major job categories where women, men, minorities and persons with disabilities are underrepresented. Employees will support and comply with the district's established equal employment opportunity and affirmative action policies. Employees will be given notice of this policy annually.

The board will appoint an affirmative action coordinator. The affirmative action coordinator will have the responsibility for drafting the affirmative action plan. The affirmative action plan will be reviewed by the board annually.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Iowa Department of Education for the position for which they apply. In employing individuals, the board will consider the qualifications, credentials, and records of the applicants without regard to race, color, creed, sex, national origin, religion, age, socio-economic status, sexual orientation, gender identity or disability. In keeping with the law, the board will consider the veteran status of applicants.

Prior to a final offer of employment for any teaching position the school district will perform the background checks required by law. The district may determine on a case-by-case basis that, based on the duties, other positions within the district will also require background checks. Based upon the results of the background checks, the school district will determine whether an offer will be extended. If the candidate is a teacher who has received an initial license from the Board of Educational Examiners, then the requirement for a background check is waived.

Advertisements and notices for vacancies within the district will contain the following statement: "The Independence Community School District is an equal employment opportunity/affirmative action employer." The statement will also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, will be directed to the Affirmative Action Coordinator by writing to the Affirmative Action Coordinator, Independence Community School District, 1207 – 1st Street West, Independence, Iowa 50644; or by (319) 334-7400.

Approved 6/19/2007

Reviewed _____

Revised 6/19/2007
04/26/2010

EQUAL EMPLOYMENT OPPORTUNITY

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Region VII Office of Civil Rights, U.S. Department of Education, 10220 North Executive Hills Boulevard, 8th Floor, P.O. Box 901381, Kansas City, Missouri 64190-1381, (816) 891-8026, TTY (816) 374-7607 or the Iowa Civil Rights Commission, Grimes State Office Building, 400 E. 14th Street, Des Moines, IA 50319-1004, Phone: 515-281-4121, Toll Free: 1-800-457-4416, Fax 515-242-5840. This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal Reference: 29 U.S.C. §§ 621-634 (1994).
42 U.S.C. §§ 2000e *et seq.* (1994).
42 U.S.C. §§ 12101 *et seq.* (1994).
Iowa Code §§ 19B; 20; 35C; 73; 216; 279.8; 692.2; 692.2A; 692.2C(5); 235A.15;
235A.6e(9) (2001).
281 I.A.C. 12.4; 95.
28 I.A.C. 14.1; 2000.

Cross Reference: 102 Equal Educational Opportunity
403.5 Harassment
405.2 Licensed Employee Qualifications, Recruitment, Selection
411.2 Classified Employee Qualifications, Recruitment, Selection

EMPLOYEE CONFLICT OF INTEREST

Employees' use of their position with the school district for financial gain shall be considered a conflict of interest with their position as employees and may subject employees to disciplinary action.

Employees have access to information and a captive audience that could award the employee personal or financial gain. No employee may solicit other employees or students for personal or financial gain to the employee without the approval of the superintendent. If the approval of the superintendent is given, the employee must conduct the solicitations within the conditions set by the superintendent. Further, the superintendent may, upon five days notice, require the employee to cease such solicitations as a condition of continued employment.

Employees shall not act as an agent or dealer for the sale of textbooks or other school supply companies doing business with the school district. Employees shall not participate for personal financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to students or to parents. Employees shall not engage in outside work or activities where the source of information concerning the customer, client or employer originates from information obtained because of the employee's position in the school district.

It shall also be a conflict of interest for an employee to engage in any outside employment or activity which is in conflict with the employee's official duties and responsibilities. In determining whether outside employment or activity of an employee creates a conflict of interest, situations in which an unacceptable conflict of interest shall be deemed to exist shall include, but not be limited to, any of the following:

- (1) The outside employment or activity involves the use of the school district's time, facilities, equipment and supplies or the use of the school district's badge, uniform, business card or other evidences of office to give the employee or the employee's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes of this section, a person is not "similarly situated" merely by being related to an employee who is employed by the school district.
- (2) The outside employment or activity involves the receipt of, promise of, or acceptance of more or other consideration by the employee or a member of the employee's immediate family from anyone other than the school district for the performance of any act that the employee would be required or expected to perform as part of the employee's regular duties or during the hours during which the employee performs service or work for the school district.

Approved 11/1/2004

Reviewed 08/20/2007

Revised 09/21/2009

EMPLOYEE CONFLICT OF INTEREST

- (3) The outside employment or activity is subject to the official control, inspection, review, audit or enforcement authority of the employee during the performance of the employee's duties.

If the outside employment or activity is employment or activity in (1) or (2) above, the employee must cease the employment of or activity. If the activity or employment falls under (3), then the employee must:

- Cease the outside employment or activity; or
- Publicly disclose the existence of the conflict and refrain from taking any official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmative action to influence any vote, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

It shall be the responsibility of each employee to be aware of and take the necessary action to eliminate a potential conflict of interest should it arise.

Legal Reference: Iowa Code §§ 20.7; 68B; 279.8; 301.28 (2009).

Cross Reference: 203 Board of Directors' Conflict of Interest
402.4 Gifts to Employees
402.7 Employee Outside Employment
402.9 Solicitations from Outside

NEPOTISM

More than one family member may be an employee of the school district. It shall **be** within the discretion of the superintendent to allow one family member employed by the school district to **supervise** another family member employed by the school district.

The employment of more than one individual in a family shall be on the basis of **their** qualifications, credentials and records.

Legal Reference: Iowa Code §§ 20; 71; 277.27; 279.8 (2003).

Cross Reference: 405.2 Licensed Employee Qualifications, Recruitment Selection
411.2 Classified Employee Qualifications, Recruitment Selection

Approved 11/1/2004

Reviewed 08/20/2007

Revised _____

EMPLOYEE COMPLAINTS

Complaints of employees against fellow employees should be discussed directly **between** employees. If necessary, complaints shall be brought directly to the immediate supervisor, principal or superintendent and shall be made in a constructive and professional manner. Complaints shall never be made in the presence of other employees, students or outside persons.

A formal grievance procedure is contained in the master contract between the employee's licensed bargaining unit and the board. The order of process:

1. Notify Supervisor
2. Complete form
3. Assigned to an Investigator
4. Investigator reports to Superintendent
5. Superintendent files decision by report.

This policy shall not apply to a complaint that has been or could be filed at the employee's discretion under that formal grievance procedure.

Legal Reference: Iowa Code §§ 20.7, .9; 279.8 (2003).

Cross Reference: 217.2 Board of Directors and Employees
309 Communication Channels

Approved 11/1/2004

Reviewed 08/20/2007

Revised _____

EMPLOYEE RELATIONS TO THE ADMINISTRATION AND TO THE BOARD

Employees are encouraged to attend school board meetings. Upon request by the board or administration, employees shall be available to provide information and assist in providing recommendations to the board. Employees shall keep the board informed, through the administration, about educational trends and issues. It shall be the responsibility of the employees to keep the administration informed about the day-to-day occurrences in their work areas.

It shall be the responsibility of the superintendent to develop avenues for communication between the board and employees. These avenues of communication will not be construed as denying the right of any employee to appeal an action or decision of the superintendent to the board.

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

Cross Reference: 217.2 Board of Directors and Employees
401.5 Employee Complaints
401.8 Employee Involvement in Decision Making

Approved 11/1/2004

Reviewed 08/20/2007

Revised _____

EMPLOYEE INVOLVEMENT IN DECISION MAKING

Input from employees regarding students, the education program or other school district operations will be considered by the administration and the board. Employees may be requested to make a presentation to the board. The administration, in its discretion, may consult with employees about proposed changes in the education program and operations of the school district.

Employees having suggestions for changes or improvements in administrative procedure or policy should take such suggestions directly to the principal or superintendent. The principal or superintendent will discuss the suggestion with the teacher. After a final decision is made on any policy or procedure, teachers will be expected to accept and support the decision in their subsequent actions, discussions and relations.

Legal Reference: Iowa Code § 279.8 (2003).

Cross Reference: 302.2 Administration and Employees
401.7 Employee Relations to the Administration and to the Board

Approved 11/1/2004

Reviewed 09/17/2007

Revised _____

Fund: 10 OPERATING FUND

<u>Vendor Name</u>		<u>Total</u>
ADVANCED SYSTEMS INC	SUPPLIES	76.18
AHLERS AND COONEY, P.C.	SERVICES	354.18
AIR FILTER SALES & SERVICES INC	SUPPLIES	61.52
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	101,773.99
BG BRECKE INC	IMPROVEMENTS	202.00
BLAKER, LAURA	REFUND	9.50
BOWERS, JANICE	REIMBURSEMENT	10.84
BUCHANAN COUNTY SOFT WATER	SUPPLIES	269.50
BUNN, KAY	REIMBURSEMENT	25.00
BUSINESS SYSTEMS INC.	SUPPLIES	1,623.64
CEDAR FALLS COMMUNITY SCHOOLS	OE TUITION	1,442.00
CENTER POINT-URBANA COMMUNITY SCHOOL	OE TUITION	34,608.00
CITY LAUNDERING CO	SERVICE	50.21
COLLEGE OF EDUCATION	SERVICES	101.00
CONSOLIDATED ENERGY CO/HARTLAND FUEL	DIESEL	6,093.98
COULTER, ASHLEY	MILEAGE	15.36
COUNTRY INN & SUITES	LODGING	199.36
CREATIVE THERAPY STORE	SUPPLIES	39.95
CRYSTAL BROOK DIRECT	SUPPLIES	159.00
CY & CHARLEY'S INC	REPAIRS/MAINT	514.96
DEPARTMENT OF EDUCATION	INSPECTION FEES	728.00
DHS CASHIER 1ST FLOOR	MEDICAID	506.47
DIRECT SPORTS, INC	PROTECTIVE EQUIP	997.70
EAST BUCHANAN COMMUNITY SCHOOL	REIMB/FEES/TUIT	25,956.00
ELECTRICAL ENGINEERING & EQUIP	IMPROVEMENT	415.79
ESCHEN TARPY NAPA	SUPPLIES	498.79
ESCHEN'S CLOTHING	SUPPLIES	99.95
EXCEPTIONAL PERSONS, INC	SERVICE	20.08
FAREWAY STORES INC	SUPPLIES	484.02
FARM PLAN	SUPPLIES	583.34
FASTENAL COMPANY	SUPPLIES	48.60
FOLLETT LIBRARY RESOURCES	SUPPLIES	104.24
FOUR OAKS-RESIDENTIAL	INSTRUCTION	6,583.84
FUSION FORWARD	SERVICES	1,604.90
GAGE EXTERMINATING	SERVICES	100.00
GRAYBILL COMMUNICATIONS	SUPPLIES	1,346.61
GREENLEY LUMBER INC	SUPPLIES	89.82
HARDWARE HANK	SUPPLIES	354.90
HAWKEYE COMMUNITY COLLEGE	SERVICES	1,627.20
HAWKEYE FIRE & SAFETY	SUPPLIES	239.00
HAWKEYE INTERNATIONAL TRUCKS INC	REPAIRS	319.11
HEARTLAND PAPER COMPANY	SUPPLIES	132.28
HENKES, SUSAN	MILEAGE	30.72
HILLTOP MOTORS INC	SERVICES	170.00
HOLIDAY INN-AIRPORT CONFERENCE	LODGING	194.88
HURLEY, JAYME	REIMBURSEMENT	397.99
I.C.S. NUTRITION FUND	SUPPLIES	86.40
IASB	DUES/FEES	105.00

Fund: 10 OPERATING FUND

<u>Vendor Name</u>		<u>Total</u>
IHSMA	REGISTRATION	35.00
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT	4,311.72
INDEPENDENCE LIGHT & POWER	UTILITIES	18,268.81
INDEPENDENCE MUSTANG BOOSTER CLUB	SUPPLIES	335.00
IOWA COMMUNICATIONS NETWORK	SERVICE	209.64
IOWA CUSTOM EMBROIDERY	SUPPLIES	70.00
IOWA WORKFORCE DEVELOPMENT	SERVICES	310.00
JESUP COMMUNITY SCHOOL	TUIT/FEES/REIMB	36,915.20
JOLLY LEARNING LTD	SUPPLIES	233.69
JW PEPPER & SON, INC.	SUPPLIES	269.21
KARSTEN, ELIZABETH	REFUND	189.39
KEY EQUIPMENT FINANCE	LEASE AGREEMENT	448.95
KIDSVILLE	REIMBURSEMENT	4,526.51
KWIK TRIP/KWIK STAR STORES	GASOLINE	2,549.56
LOHMANN, LAVERN L.	REIMBURSEMENT	60.00
LOUGHREN, BRIAN	REIMBURSEMENT	89.00
LYNCH DALLAS PC	SERVICES	2,205.00
MADISON, NICHOLAS CLARK	REIMBURSEMENT	60.00
MARION INDEPENDENT SCHOOL DISTRICT	TUITION	432.60
MARY'S FLOWER PATCH	SERVICE	36.25
MASON, RICHARD	REIMBURSEMENT	60.00
MIDAMERICAN ENERGY CO.	NATURAL GAS	17,367.45
MILLER QUARRY	SUPPLIES	290.84
MOEMS	SUPPLIES	36.50
MORKEL, CAROL	REIMBURSEMENT	59.00
MUELLER, HOLLY	REIMBURSEMENT	(150.00)
NASCO	SUPPLIES	122.02
NORTH LINN COMMUNITY SCHOOL	REG FEES	5,768.00
NORTHWEST AEA	REG FEES	150.00
OELWEIN COMMUNITY SCHOOLS	TUIT/FEES/REIMB	5,768.00
OELWEIN PUBLISHING COMPANY	ADS/LEGALS	342.00
OFFICE DEPOT, INC	SUPPLIES	451.95
OFFICE TOWNE, INC.	SUPPLIES	6.70
PAETEC	UTILITIES	1,186.84
PEARSON EDUCATION INC	SUPPLIES	542.21
PERFECTION LEARNING INC	SUPPLIES	292.70
PINEAPPLE APPEAL, INC.	SUPPLIES	284.81
PINICON FORD INC	SUPPLIES	43.21
PITNEY BOWES	LEASE	214.00
PIZZA RANCH	SUPPLIES	36.00
PLUMB SUPPLY COMPANY	IMPROVEMENT	344.20
POSTMASTER-INDEE	POSTAGE	(61.71)
PUTZ, DANIEL	REIMBURSEMENT	74.40
PYRAMID SCHOOL PRODUCTS	SUPPLIES	54.57
RAWLINS, MEGAN	REIMBURSEMENT	12.48
REINKOESTER, CASEY	MILEAGE	60.00
REX'S REFILLS & SUPPLIES	SUPPLIES	1,225.33
RITE PRICE OFFICE SUPPLY INC	SUPPLIES	686.47

<u>Vendor Name</u>		<u>Total</u>
ROBERTS DAIRY COMPANY	DAIRY	10.32
ROCKLER WOODWORKING & HARDWARE	SUPPLIES	275.65
SCHLOSS, TERI	REIMBURSEMENT	17.51
SCHOOL BUS SALES	VEHICLE/SUPPLIES	365.02
SCHOOL HEALTH CORP	SUPPLIES	341.28
SIOUX CENTRAL COMM SCHOOL DISTRICT	SERVICES	5,152.60
SOFTWARE UNLIMITED INC	SVC/SUPPLES/TRNG	3,865.00
SPAHN & ROSE LUMBER CO INC	SUPPLIES	119.11
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT	4,754.61
SUPERIOR CLEANING SERVICES LTD	SERVICE	2,803.00
SUPERIOR WELDING INC	SUPPLIES	241.27
TEACHER DIRECT	SUPPLIES	82.34
TEGTMEIER PIANO TUNING	SERVICES	91.50
THE DES MOINES REGISTER	ADS/LEGALS	2,347.00
THE NEWS	ADS/LEGALS	946.32
THINKING MOVES	SUPPLIES	66.90
THOMAS ELECTRIC MOTOR SERV INC	SERVICE	105.00
THOMAS, PAT	REIMBURSEMENT	16.32
TIMBERLINE BILLING SERVICES LLC	SERVICES	65.68
TRANS-MISSISSIPPI BIOLOGICAL SUPPLY	SUPPLIES	32.90
U.S. CELLULAR	TELEPHONE	673.54
UNION COMMUNITY SCHOOLS	TUIT/FEES/REIMB	2,884.00
UNIVERSITY OF NORTHERN IOWA	SERVICES	525.00
VERN'S TRUE VALUE	SUPPLIES	467.80
VINTON-SHELLSBURG COMM.SCHOOLS	TUIT/FEES/REIMB	6,416.90
VISA CARD SERVICES	SUPPLIES	1,316.58
WALMART COMMUNITY	SUPPLIES	241.92
WASTE MANAGEMENT OF WI-MN	SERVICE	1,927.69
WATERLOO COMMUNITY SCHOOLS	OE TUITION	1,442.00
WEBER PAPER COMPANY	SUPPLIES	313.68
WIELAND & SONS LUMBER INC	SUPPLIES	525.50
ZIESER, RHONDA	REIMBURSEMENT	100.80

Vendors Listed: 128

Total: 336,814.04

<u>Vendor Name</u>		<u>Total</u>
ADVENTURELAND PARK	TICKETS	357.00
AMERICAN CANCER SOCIETY	SERVICE	1,000.00
BACKER, CHELSEA	OFFICIAL	85.00
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES	639.00
BLUNT, DENNIS	OFFICIAL	85.00
BRINKEMA, BRIAN	SECURITY	90.00
CAMPBELL, ELIZABETH (BUFFY)	REIMBURSEMENT	(300.00)
CAWLEY, DAN	OFFICIAL	95.50
CEDAR VALLEY SUMMER SHOOTOUT	REGISTRATION	120.00
DECORAH HIGH SCHOOL	SUPPLIES	50.00
DUBUQUE SENIOR GIRLS BASKETBALL	FEES	260.00
FAREWAY STORES INC	SUPPLIES	134.15
FASTENAL COMPANY	SUPPLIES	215.22
FOCUS MARKETING	SUPPLIES	430.00
GOEDKEN, RODNEY	OFFICIAL	99.10
GUNDERSON, ERIK	OFFICIAL	45.00
HANSEN, MATT	OFFICIAL	97.30
HARTIG DRUG	SUPPLIES	19.56
HEARTLAND ACRES	FEES/RENT	786.00
HERFF JONES	SUPPLIES	385.50
IGHSAU	FEES	20.00
IOWA HIGH SCHOOL MUSIC ASSOC	DUES/FEES	279.00
IOWA HS ATHLETIC ASSOCIATION	DUES/FEES	2.00
IOWA SPORTS SUPPLY INC	SUPPLIES	1,219.11
JESUP COMMUNITY SCHOOL	TUIT/FEES/REIMB	75.00
JOSTENS INC	SUPPLIES	4,410.00
JUVENILE DIABETES RESEARCH	SUPPLIES	244.40
KESSLERS TEAM SPORTS, INC.	SUPPLIES	2,356.00
KNEELAND, TIM	OFFICIAL	95.50
LANG, JASON	STATE MEALS	180.00
LUTHER COLLEGE	REGISTRATION	250.00
MAQUOKETA VALLEY ATHLETIC BOOSTERS	ENTRY FEE	125.00
MCELROY'S FOOD MARKET	SUPPLIES	301.20
MORKEL, DAVID	MEALS	160.00
NEW HAMPTON GOLF & COUNTRY CLUB	ENTRY FEES	12.00
NEW HAMPTON HIGH SCHOOL	FEES	70.00
O'LOUGHLIN, PATRICIA	MEALS	210.49
OPPMAN, TYLER	OFFICIAL	45.00
PACE SUPPLY	SUPPLIES	586.00
PERFECTION LEARNING INC	SUPPLIES	307.11
PETERSON, RYAN	OFFICIAL	85.00
PRINT EXPRESS-MILLER PRINTERIE	SERVICES	42.00
PYRAMID SCHOOL PRODUCTS	SUPPLIES	215.88
REEDER, JULIE	REIMBURSEMENT	94.15
SAM'S CLUB DIRECT	SUPPLIES	68.51
SIGNS AND MORE	SUPPLIES	293.00
SQUIRES, RUSSELL	OFFICIAL	205.88
STEGER, GARY	OFFICIAL	85.00

Fund: 21 STUDENT ACTIVITY FUND

<u>Vendor Name</u>		<u>Total</u>
STUMPS	SUPPLIES	1,923.74
THREE ELMS GOLF COURSE	FEES/SUP	150.00
TIMBERLINE GOLF COURSE	ENTRY FEE	50.00
TOENJES, BRUCE	OFFICIAL	45.00
TOPPING, BOB	OFFICIAL	138.50
TROTT TROPHIES	SUPPLIES	928.64
UW-LA CROSSE ATHLETIC CAMPS &	FEES	170.00
VERN'S TRUE VALUE	SUPPLIES	280.97
VISA CARD SERVICES	SUPPLIES	2,640.48
WALMART COMMUNITY	SUPPLIES	281.06
WEST DELAWARE HIGH SCHOOL ATHLETICS	SPORTS FEES	54.00
WESTERN DUBUQUE GIRLS BASKETBALL	FEES	150.00
WILDCAT GOLF COURSE	FEES	60.00
WILLIAMS CENTER FOR THE ARTS	SUPPLIES	113.00
WILSON PHOTOGRAPHY	SUPPLIES	45.00
ZHANG, KEYI	OFFICIAL	104.50
Vendors Listed:	64	Total: 23,865.45

Fund: 22 MANAGEMENT FUND

<u>Vendor Name</u>	<u>Total</u>
AUL SPECIAL PAY TRUST EMPLOYEE INVESTMENTS	223.31
SMITH - D & L INSURANCE SERVICES	25.00
Vendors Listed: 2	Total: <u>248.31</u>

06/15/2011 01:43 PM

05/01/2011 - 05/31/2011

User ID: ARF

Fund: 23 PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Total</u>
APPLE INC EQUIPMENT	88,144.80
DIAMOND ENTERPRISES IMPROVEMENT	1,295.00
INFRASTRUCTURE TECHNOLOGY SOLUTIONS SERVICE	1,318.00
Vendors Listed: 3	Total: <u>90,757.80</u>

06/15/2011 01:43 PM

05/01/2011 - 05/31/2011

User ID: ARF

Fund: 33 LOCAL OPTION SALES AND SERVICES TAX

<u>Vendor Name</u>		<u>Total</u>
BG BRECKE INC	IMPROVEMENTS	562.70
CDW GOVERNMENT LLC	SUPPLIES	42,717.22
IOWA DIRECT EQUIP & APPRAISAL	EQUIPMENT	2,380.00
LYNCH ROOFING & SIDING INC	IMPROVEMENTS	13,110.00
STRICTLY ROOFING	IMPROVEMENT	1,829.10
Vendors Listed:	5	Total: <u>60,599.02</u>

Fund: 61 SCHOOL NUTRITION FUND

<u>Vendor Name</u>		<u>Total</u>
CASH	CHANGE	408.00
CONNIE'S HALLMARK	SUPPLIES	30.84
FAREWAY STORES INC	SUPPLIES	35.70
FINK, JIM & ELLY	SERVICE	50.00
HARDWARE HANK	SUPPLIES	118.70
HAWKEYE FOODSERVICE	SUPPLIES	13,885.02
INTERSTATE BRANDS CORP.	BREAD	1,141.90
KECK INC	SUPPLIES	2,098.22
KIDSVILLE	REIMBURSEMENT	276.00
LAKE, WILLIAM	ADULT ED PAYROLL	(3.75)
MANSKE'S CORNER MARKET & GREENHOUSE	SUPPLIES	72.00
NATIONAL GARDENING ASSOCIATION	SUPPLIES	263.03
OFFICE TOWNE, INC.	SUPPLIES	144.95
ROBERTS DAIRY COMPANY	DAIRY	6,141.54
SHEETZ, RILEY		(0.60)
Vendors Listed:	15	Total: 24,661.55

Fund: 81 SCHOLARSHIP TRUST FUND

Vendor NameTotal

HICKEY, EMILY

SCHOLARSHIP

500.00

Vendors Listed: 1

Total: 500.00

<u>Vendor Name</u>		<u>Total</u>
BLAND'S FLOWER SHOP INC	FLOWERS	38.00
HAUSERS WATER SYSTEM	SUPPLIES	21.00
MARY'S FLOWER PATCH	SERVICE	16.99
VISA CARD SERVICES	SUPPLIES	58.85
Vendors Listed:	4	Total: <u>134.84</u>

<u>Vendor Name</u>	<u>Vendor Description</u>	
Checking	1	
Checking Account: 1	Fund: 10	OPERATING FUND
ADVANCED SYSTEMS INC	SUPPLIES	
	Vendor Total:	76.18
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	
	Vendor Total:	1,050.42
BERTELLI, MICHELLE	REIMBURSEMENT	
	Vendor Total:	99.07
BEYER, JAYME	REIMBURSEMENT	
	Vendor Total:	10.56
BG BRECKE INC	IMPROVEMENTS	
	Vendor Total:	48.31
BRANDON AREA COMMUNITY CENTER	RENT	
	Vendor Total:	50.00
BUSINESS SYSTEMS INC.	SUPPLIES	
	Vendor Total:	374.56
CEDAR RAPIDS COMMUNITY SCHOOLS	REIM/TUIT/FEES	
	Vendor Total:	32.04
CITY LAUNDERING CO	SERVICE	
	Vendor Total:	50.00
CLARK'S PRINTING	SUPPLIES	
	Vendor Total:	161.40
CONSOLIDATED ENERGY CO/HARTLAND FUEL	DIESEL	
	Vendor Total:	8,000.71
CORWIN PRESS	SUPPLIES	
	Vendor Total:	250.65
COULTER, ASHLEY	MILEAGE	
	Vendor Total:	9.60
CREATIVE THERAPY STORE	SUPPLIES	
	Vendor Total:	70.95
CY & CHARLEY'S INC	REPAIRS/MAINT	
	Vendor Total:	90.99
ENGEL, LYNNETTE	MILEAGE	
	Vendor Total:	417.60
ESCHEN TARPY NAPA	SUPPLIES	
	Vendor Total:	131.92
EXCEPTIONAL PERSONS, INC	SERVICE	
	Vendor Total:	48.30
FAREWAY STORES INC	SUPPLIES	
	Vendor Total:	60.08
FIRST STREET DELI	SUPPLIES	
	Vendor Total:	437.50
FOUR OAKS-RESIDENTIAL	INSTRUCTION	
	Vendor Total:	1,056.32
FRISBEY, ANDREA	REIMBURSEMENT	
	Vendor Total:	31.92
GAGE EXTERMINATING	SERVICES	
	Vendor Total:	100.00
HARDWARE HANK	SUPPLIES	
	Vendor Total:	72.11
HAWKEYE COMMUNITY COLLEGE	SERVICES	

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	19,019.00
HAWKEYE STAGES INC	SERVICES		
		Vendor Total:	2,943.00
HEARTLAND PAPER COMPANY	SUPPLIES		
		Vendor Total:	677.00
I.C.S. ACTIVITY FUND	REIMBURSEMENT		
		Vendor Total:	797.02
I.C.S. NUTRITION FUND	SUPPLIES		
		Vendor Total:	113.56
IKON OFFICE SOLUTIONS	SUPPLIES/LEASE		
		Vendor Total:	301.57
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT		
		Vendor Total:	14,417.84
INDEPENDENCE LIGHT & POWER	UTILITIES		
		Vendor Total:	18,037.65
INFRASTRUCTURE TECHNOLOGY SOLUTIONS	SERVICE		
		Vendor Total:	934.80
IOWA COMMUNICATIONS NETWORK	SERVICE		
		Vendor Total:	209.64
IOWA TESTING PROGRAMS INC	TESTING SERVICE		
		Vendor Total:	4,769.71
JJ KELLER & ASSOCIATES INC	SERVICE		
		Vendor Total:	135.44
JW PEPPER & SON, INC.	SUPPLIES		
		Vendor Total:	330.98
KELLAR, AMANDA	MILEAGE		
		Vendor Total:	29.44
KEPHART'S MUSIC CENTER INC	SUPPLIES		
		Vendor Total:	44.75
KEY EQUIPMENT FINANCE	LEASE AGREEMENT		
		Vendor Total:	448.95
KIDSVILLE	REIMBURSEMENT		
		Vendor Total:	6,851.08
KWIK TRIP/KWIK STAR STORES	GASOLINE		
		Vendor Total:	2,826.40
MARY'S FLOWER PATCH	SERVICE		
		Vendor Total:	78.75
MAXIMOVICH, VALERIE	REIMBURSEMENT		
		Vendor Total:	12.24
MENARDS	SUPPLIES		
		Vendor Total:	626.62
MIDAMERICAN ENERGY CO.	NATURAL GAS		
		Vendor Total:	3,004.47
MILLER QUARRY	SUPPLIES		
		Vendor Total:	376.86
OELWEIN GLASS, INC.	REPAIRS		
		Vendor Total:	38.05
OELWEIN PUBLISHING COMPANY	ADS/LEGALS		
		Vendor Total:	190.00
OFFICE DEPOT, INC	SUPPLIES		
		Vendor Total:	171.97

<u>Vendor Name</u>	<u>Vendor Description</u>		
OLSEN, JUDY	REIMBURSEMENT		
		Vendor Total:	61.20
PAETEC	UTILITIES		
		Vendor Total:	1,186.65
PCI EDUCATIONAL PUBLISHING	SUPPLIES		
		Vendor Total:	74.69
PINICON FORD INC	SUPPLIES		
		Vendor Total:	103.50
PIZZA RANCH	SUPPLIES		
		Vendor Total:	52.00
PLUMB SUPPLY COMPANY	IMPROVEMENT		
		Vendor Total:	949.81
POSITIVE PROMOTIONS	SUPPLIES		
		Vendor Total:	35.45
PRINT EXPRESS-MILLER PRINTERIE	SERVICES		
		Vendor Total:	174.50
PURCHASE POWER	POSTAGE		
		Vendor Total:	3,000.00
RAWLINS, MEGAN	REIMBURSEMENT		
		Vendor Total:	12.00
REINKOESTER, CASEY	MILEAGE		
		Vendor Total:	36.00
ROCKLER WOODWORKING & HARDWARE	SUPPLIES		
		Vendor Total:	168.61
ROUSE, JULIE	REIMBURSEMENT		
		Vendor Total:	39.60
SCHOOL BUS SALES	VEHICLE/SUPPLIES		
		Vendor Total:	6,000.00
SPAHN & ROSE LUMBER CO INC	SUPPLIES		
		Vendor Total:	358.01
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT		
		Vendor Total:	14,393.31
SUPERIOR CLEANING SERVICES LTD	SERVICE		
		Vendor Total:	2,808.00
SUPERIOR WELDING INC	SUPPLIES		
		Vendor Total:	54.61
THE NEWS	ADS/LEGALS		
		Vendor Total:	270.77
THOMAS BUS SALES, INC.	SUPPLIES		
		Vendor Total:	188.88
THOMAS, PAT	REIMBURSEMENT		
		Vendor Total:	15.36
TIMBERLINE BILLING SERVICES LLC	SERVICES		
		Vendor Total:	99.57
TUDOR, HEIDI	REFUND		
		Vendor Total:	35.70
U.S. CELLULAR	TELEPHONE		
		Vendor Total:	675.57
VANHORN, BURT	REIMBURSEMENT		
		Vendor Total:	48.80
VERN'S TRUE VALUE	SUPPLIES		

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	400.69
VISA CARD SERVICES	SUPPLIES		
		Vendor Total:	310.19
WALMART COMMUNITY	SUPPLIES		
		Vendor Total:	342.65
WASTE MANAGEMENT OF WI-MN	SERVICE		
		Vendor Total:	1,936.08
WEST MUSIC CO INC	SUP/SRV		
		Vendor Total:	819.30
ZIESER, RHONDA	REIMBURSEMENT		
		Vendor Total:	105.60
		Fund Total:	124,875.08
Checking Account: 1	Fund: 22 MANAGEMENT FUND		
AUL SPECIAL PAY TRUST	EMPLOYEE INVESTMENTS		
		Vendor Total:	223.31
SMITH - D & L INSURANCE	SERVICES		
		Vendor Total:	286.00
		Fund Total:	509.31
		Checking Account Total:	125,384.39
Checking 2			
Checking Account: 2	Fund: 61 SCHOOL NUTRITION FUND		
BERGMANN, PAM	REFUND		
		Vendor Total:	7.05
BRIMEYER, LAURIE	REFUND		
		Vendor Total:	1.45
CRAWFORD, MICKY	REFUND		
		Vendor Total:	33.55
DUDLEY, LISA	REFUND		
		Vendor Total:	1.00
FLAUCHER, KATHY	REFUND		
		Vendor Total:	74.10
FLEMING, PAULA	REFUND		
		Vendor Total:	16.00
FRATZKE, SHELLY	REFUND		
		Vendor Total:	21.30
GOODWIN TUCKER GROUP	REPAIRS/MAINT		
		Vendor Total:	1,022.56
HARDWARE HANK	SUPPLIES		
		Vendor Total:	50.86
HAWKEYE FOODSERVICE	SUPPLIES		
		Vendor Total:	8,264.37
HEARTLAND FARMS	SUPPLIES		
		Vendor Total:	200.00
HEMMER, CHRIS	REFUND		
		Vendor Total:	23.80
HOBART SALES & SERVICE	SUPPLIES		
		Vendor Total:	37.05
HOUGEN, JINGER	REFUND		
		Vendor Total:	21.95
HUBERT COMPANY	SUPPLIES		
		Vendor Total:	64.66

<u>Vendor Name</u>	<u>Vendor Description</u>		
INTERSTATE BRANDS CORP.	BREAD	Vendor Total:	1,368.20
JOHNSON, MICKI	REFUND	Vendor Total:	16.95
KEIERLEBER, BEVERLY	REFUND	Vendor Total:	50.60
KIDSVILLE	REIMBURSEMENT	Vendor Total:	266.40
MARICK INC	REP/MAINT	Vendor Total:	370.24
MILLER, JULIE	REFUND	Vendor Total:	20.85
OFFICE TOWNE, INC.	SUPPLIES	Vendor Total:	127.98
PRINT EXPRESS-MILLER PRINTERIE	SERVICES	Vendor Total:	351.40
RASMUSSEN, RENEE	REFUND	Vendor Total:	11.40
REEDER, JULIE	REIMBURSEMENT	Vendor Total:	26.60
ROBERTS DAIRY COMPANY	DAIRY	Vendor Total:	4,832.53
VAN GROLL, DAVID	REFUND	Vendor Total:	2.55
		Fund Total:	17,285.40
		Checking Account Total:	17,285.40

Checking

3

Checking Account: 3 Fund: 21 STUDENT ACTIVITY FUND
ADRENALINE FUNDRAISING SUPPLIES

ANAMOSA HIGH SCHOOL	ENTRY FEES	Vendor Total:	2,000.00
AWARD EMBLEM MFG. CO.	SUPPLIES	Vendor Total:	130.00
BECKMAN HIGH SCHOOL	ENTRY FEE	Vendor Total:	117.56
BENTON COMMUNITY SCHOOLS	ENTRY FEES	Vendor Total:	50.00
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES	Vendor Total:	100.00
BLUNT, DENNIS	OFFICIAL	Vendor Total:	429.00
BOYD, BILL	OFFICIAL	Vendor Total:	85.00
BUHR, DEAN	OFFICIAL	Vendor Total:	108.00
CASCADE HIGH SCHOOL	FEES	Vendor Total:	102.00
CAWLEY, DAN	OFFICIAL	Vendor Total:	60.00
CLARK, ALEC	OFFICIAL	Vendor Total:	85.00

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	94.00
COSTUME WORLD THEATRICAL	SUPPLIES		
		Vendor Total:	78.87
DANIELS, DENNIS	OFFICIAL		
		Vendor Total:	90.00
DAVIS, HAROLD	OFFICIAL		
		Vendor Total:	90.00
DRAKE UNIVERSITY ATHLETICS	FEES		
		Vendor Total:	30.00
FANNON, JERRY	OFFICIAL		
		Vendor Total:	85.00
FAREWAY STORES INC	SUPPLIES		
		Vendor Total:	18.68
FOSTER, BRYAN D.	OFFICIAL		
		Vendor Total:	94.00
GANSEMER, MIKE	OFFICIAL		
		Vendor Total:	109.50
GATES PARK GOLF COURSE	SUPPLIES		
		Vendor Total:	1,281.00
GOEDKEN, RICK	OFFICIAL		
		Vendor Total:	75.00
GOEDKEN, RODNEY	OFFICIAL		
		Vendor Total:	396.40
HANSEN, MATT	OFFICIAL		
		Vendor Total:	85.00
INSTRUMENTALIST PRODUCTS CO., THE	SUPPLIES		
		Vendor Total:	232.00
IOWA HIGH SCHOOL MUSIC ASSOC	DUES/FEES		
		Vendor Total:	22.50
JOHNSON, DOUG	OFFICIAL		
		Vendor Total:	90.00
KANGAS, CHRIS	OFFICIAL		
		Vendor Total:	85.00
KESSLERS TEAM SPORTS, INC.	SUPPLIES		
		Vendor Total:	7,193.98
KLEIN, DAN	OFFICIAL		
		Vendor Total:	102.60
KNEELAND, TIM	OFFICIAL		
		Vendor Total:	85.00
LYNCH, JACK	OFFICIAL		
		Vendor Total:	106.20
MAQUOKETA VALLEY COMM. SCHOOL	ENTRY FEES		
		Vendor Total:	70.00
MARION HIGH SCHOOL	FEES		
		Vendor Total:	130.00
MARY'S FLOWER PATCH	SERVICE		
		Vendor Total:	30.00
MARY'S ORIGINALS	SERIVCES		
		Vendor Total:	781.00
NEFF COMPANY	SUPPLIES		
		Vendor Total:	291.28

<u>Vendor Name</u>	<u>Vendor Description</u>		
NORTH FAYETTE COMMUNITY SCHOOL	DUES/FEES		
		Vendor Total:	25.00
NOSBISH, LYNN	OFFICIAL		
		Vendor Total:	85.00
OAKES, CODY	OFFICIAL		
		Vendor Total:	75.00
OLSON, FRANCIS J.	OFFICIAL		
		Vendor Total:	102.00
OPPMAN, TYLER	OFFICIAL		
		Vendor Total:	85.00
PETERSON, JIM	OFFICIAL		
		Vendor Total:	90.00
PRAIRIE HIGH SCHOOL	REGISTRATION		
		Vendor Total:	35.00
PRINT EXPRESS-MILLER PRINTERIE	SERVICES		
		Vendor Total:	187.91
RATCHFORD, THOMAS	OFFICIAL		
		Vendor Total:	150.00
REEDER, JULIE	REIMBURSEMENT		
		Vendor Total:	241.21
RODENBERG, JAMIE	OFFICIAL		
		Vendor Total:	90.00
SQUIRES, RUSSELL	OFFICIAL		
		Vendor Total:	85.00
STEGER, GARY	OFFICIAL		
		Vendor Total:	85.00
TROTT TROPHIES	SUPPLIES		
		Vendor Total:	209.36
VERN'S TRUE VALUE	SUPPLIES		
		Vendor Total:	285.78
VINTON-SHELLSBURG HIGH SCHOOL	ENTRY FEE		
		Vendor Total:	100.00
WALMART COMMUNITY	SUPPLIES		
		Vendor Total:	45.46
WAMAC CONFERENCE	DUES		
		Vendor Total:	50.00
WATSON, PHIL	OFFICIAL		
		Vendor Total:	85.00
WERKMAN, VINCE	OFFICIAL		
		Vendor Total:	99.00
WILLIAMSBURG HIGH SCHOOL	ENTRY FEES		
		Vendor Total:	40.00
WULF, DOUG	OFFICIAL		
		Vendor Total:	85.00
		Fund Total:	17,349.29
Checking Account: 3	Fund: 91	AGENCY POP FUND	
BLAND'S FLOWER SHOP INC	FLOWERS		
		Vendor Total:	40.00
DESIGNS UNLIMITED	SUPPLIES		
		Vendor Total:	650.00
HAUSERS WATER SYSTEM	SUPPLIES		

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	16.00
		Fund Total:	706.00
		Checking Account Total:	18,055.29
<u>Checking</u>	4		
Checking Account:	4	Fund: 23	PHYSICAL PLANT & EQUIPMENT
GREENLEY LUMBER INC			SUPPLIES
		Vendor Total:	1,568.00
VISA CARD SERVICES			
		Vendor Total:	909.00
		Fund Total:	2,477.00
		Checking Account Total:	2,477.00

Board Report for June**Jennifer Sornson, Junior-Senior High School Principal**

Graduation went very well. The temperature was much lower than last year. The two student speakers did a great job. The graduates celebrated appropriately and hopefully created a nice memory for them and their families.

All 6th graders from West toured the building. They came over one classroom at a time and were giving a tour by current 7th and 8th graders.

We invited the 8th graders from St. John's. We had a separate meeting with them and a building tour.

We had an orientation for all the 8th graders at the current Junior High but we did not need to give them a tour.

All groups were reminded that we have an orientation on August 19. On that day they will get their schedules and can learn their routine.

2011-2012 Schedule – Schedules for the 7-12 building are pretty well set.

7th and 8th grade have been split apart for lunch. Junior High advisor time has been reduced to 25 minutes. Junior High band will be held every day. Senior High – we have removed all skinnies from 3rd block. That will help with the lunch schedule and fewer interruptions of class time. We still share 10 staff members between the Junior and Senior High. Overall it should be a better schedule.

Graduate Surveys-At the beginning of graduation rehearsal we gave the graduates a survey. I will have a copy of the survey and the results for the board at the meeting.

JUNIOR HIGH JUNE BOARD REPORT

The junior high finished the year with six 7th grade students and seven 8th grade students needing to be in summer school. 9 of the 13 total students were done completing their GLE's by the end of the first week with only 4 remaining students entering the second week. Jim Heinz is the summer school instructor and Diane Shonka is the associate.

Garry Anderson, Tracy Curtis, Sonya Elzey, Sue Henkes, Dave Jacobson and Corine Love all met on May 31/June 1 and made a tool box of activities that the Guided Achievement Program (GAP) instructor can use next year. Each core subject, special education and ADVISOR wrote 5+ instructional activities that are ready to implement next fall when school starts. There has been a lack of parental support for student attendance in the after school GAP program that has severely hurt the effectiveness of GAP. Unfortunately we have been forced into discussions to try to schedule this into the regular school day rather than have an after school program with limited success.

Our EX-READ course that meets every-other-day for all students scoring under 50% on reading comprehension has once again proven to be very successful. Lori Dietzenbach and Sonya Elzey are the teachers and our data over the past 2 years shows the average growth rate for the students in this class is 1.6 years in 1 year's time. Statistics show this same group of students would improve only .6 years growth on the average if they were not in this class. This is a remarkable amount of growth and the junior high staff should all be commended for this accomplishment. Unfortunately, we have a number of parents requesting that their sons/daughters not be placed into EX-READ for various reasons/excuses. It is my recommendation that these students be placed into this class. Our school district is held accountable for scores, we are required to offer additional programming and it is the responsibility of the students needing the extra assistance to make every effort to improve their reading comprehension scores.

I have met twice with Rob Arnold, the new junior-senior high assistant principal/activities director, to help with his transition into this job. We are also planning to meet 2-3 more times before July 1 to cover as much information as we can for the good of everyone.

Dave Jacobson

**Report to the Board of Education
West Elementary
June 20, 2011**

End of Year Events

Inflatables-Our students and staff had a great time playing on 8 huge inflatables brought in by the PTO. We divided the kids into 2 groups (3/4 and 5/6) and each group got an hour of fun. There was pop and popcorn for everyone at the end of their hour. Thanks to PTO for sponsoring this great event!

At Home Reading Program-The building didn't quite meet the last challenge given them by Mr. Abildtrup. They were only about 180 days short though! We decided to give ice cream to the classes who met their part of the challenge. Students in Mrs. Grover, Mrs. Mattheisen, Mrs. Whitaker, Mr. Abildtrup, Mrs. Kinseth, Miss Bantz, and Mrs. Shaffer's classes were rewarded the last week with ice cream treats.

Volunteer Awards-We had our last Character Counts assembly and recognized students who were nominated by their peers and teachers for the Caring and Responsibility Pillars. We also recognized our volunteers. Students presented the 5th grade book club leaders with gift certificates to Barnes and Noble. Students also presented our Shyster greeters with a memory book. There was a big cheer from the student audience for these 4 men! They are truly part of our West family. I recognized our Parent Advisory Council and gave them a gift certificate to Subway. We also recognized some 25 other individuals who helped us with a variety of things over the course of the year. We really appreciate our volunteers and Val for organizing them.

Last Day Picnic-We ended the year with a wonderful picnic on the last day of school. We had about 480 people from the community join us for the event. We had a karaoke machine set up in front of the building, which the kids really enjoyed! We had volunteers dishing ice cream. My husband even got in the act, doing the grilling for West and East. Thanks to Lloyd Davis, Kelly Crossley, and Val Maximovich for all their help in organizing the event!

SINA

Three members of our Building Leadership Team went to AEA with me last week to review our SINA Action Plan and make plans for next year. We had several questions/issues for the state representative who attended. First was our status for 2011-12. We made growth in 2 grade levels and had them do an estimate to see if it was enough to go to "delay status". It was interesting to look over his shoulder as he was working and I learned that the state isn't really looking at the percentile ranking. They are counting students that moved from not proficient to proficient. We had to move 10% of each grade level to go to delay. The prediction is that we did not make that growth. I learned that we need to target individual students next year, not just look at a group of students.

The second question was in regards to the fact that the district Title 1 funds are being used to serve students at East only. There is not enough money to pay any staff at West. Because the requirements are for Title 1 buildings, West will not have any requirements for SINA in 2011-12. We will continue with our plan as developed this year and monitor it ourselves.

As we reviewed our plan and progress, we did see growth in math. 3rd grade total improved by 1%, 4th total improved by 6% (IEP by 11% and SES by 11%), 5th grade SES improved by 3%, and 6th total improved by 4%. MAP growth in math from fall to spring also showed good growth (10 points in 3rd, 6 points in 4th, 8 points in 5th, and 6 points in 6th). A building assessment given 3 times during the year showed students doubling and sometimes tripling their score in computation and doubling in concepts. We concluded from the data that we are on the right track and need to continue what we are doing with some refinements. We will be able to start our small group intervention earlier next year, giving us more time to impact ITBS scores. We started mid November this year and tested in mid February, providing a small window of opportunity for growth.

The team is meeting later this month to determine the individual students we need to focus attention on and refine our action plan to make it better. It was disappointing to not see enough progress to get us off the list but we are committed to making it happen!

Africare Benefit Dance

Jadah Kreiger and her committee hosted a great evening of dancing for kids and raised \$415. Jadah was very excited! She got a flag from Senator Harkin that had been flown over the capital.

BankIowa Caring Communities Grant

We were awarded \$2000 for our after school program to offset some of the costs of the program we use for the reading session.

SAM (School Administrative Manager) Project

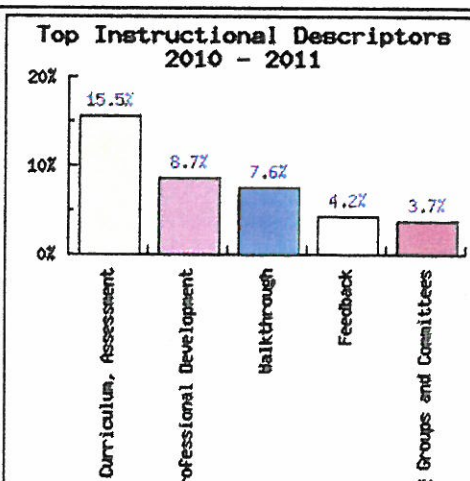
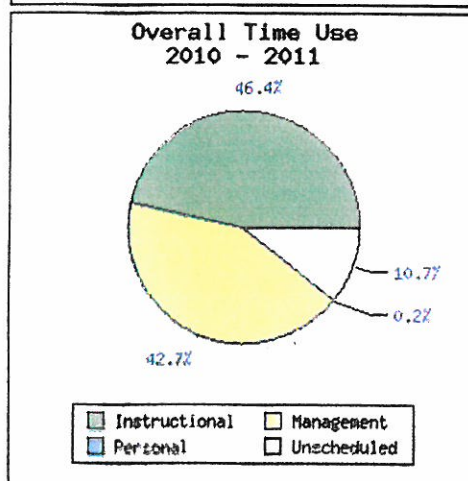
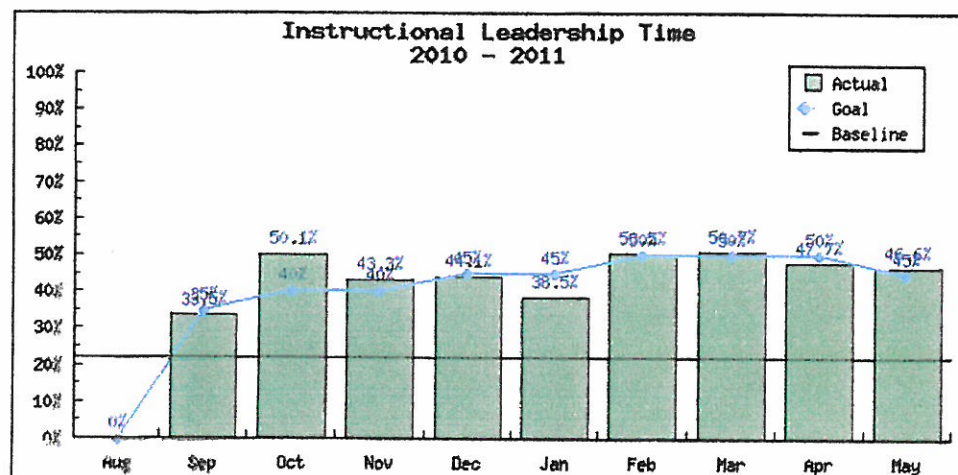
I am including in my report a summary of the year based on how my time was spent during the 2010-11 school year. The purpose of the SAMs project is to provide managerial support to the principal in the form of the SAM so that the principal can focus at least half of their time on instruction. I log my time daily and Jami submits it to the SAMs software system. When the consultant comes out each month, we go over my data and discuss changes for the next month. In May we review the year, set goals for next year, and identify changes we want to make. The goal for the project is that the administrator spends 50% of the time in instructional leadership tasks. I have met that goal and have decided to set my 2011-12 goal at 55%. I want to continue to focus attention on giving feedback to teachers and will attend at least some of the common planning times and learning team times.

I feel I have a great management team with Casey and Jami! They do a wonderful job handling the management of the building so that I can focus my attention on instruction. With West being identified as SINA, it is essential that I am not distracted with management and can focus on instruction.

Sandy Merritt

Sandy Merritt

TimeTrack

[Return To Calendar](#)

Yearly Report (2010-2011)		Total Hours Per Year	% of Year
Hours Worked		1571.08	
Instructional		728.9	46.39%
Management		871.47	42.74%
Personal		2.5	0.16%
Unscheduled		168.22	10.71%
Instructional			
Student Supervision		1.75	0.11%
Work With Student(s)		28.48	1.81%
Employee Supervision		0	0%
Office Work/Prep		8.83	0.43%
Walkthrough		118.63	7.55%
Feedback		66.17	4.21%
Parents/Guardians		17.33	1.1%
Decision Making Groups and Committees		58.33	3.71%
District: Meetings, Supervisor, Others		14.42	0.92%
External: Officials, Others		4.5	0.29%
Modeling/Teaching		0.5	0.03%
Professional Development		135.92	8.65%
Observation		21.4	1.36%
Celebration		10.75	0.68%
Planning, Curriculum, Assessment		243.88	15.52%
Management			
General Management		152.82	9.71%
Student Supervision		17.83	1.14%
Student Discipline		3.42	0.22%
Employee Supervision		4.25	0.27%
Employee Discipline		1.75	0.11%
Office Work/Prep		146.72	9.34%
Building Management		128.22	8.16%
Parents/Guardians		17.75	1.13%
Decision Making Groups and Committees		43.5	2.77%
District: Meetings, Supervisor, Others		88.33	5.69%
External: Officials, Others		11	0.7%
Celebration		55.08	3.51%

Instructional Leadership Time (green bar graph)

This shows the amount of time over the year that I spent with instructional activities. My baseline at the beginning of the year was 38%. My goal through January was 45% and then it moved up to 50%. The blue line going across the bars shows that goal. The black line below it indicates my baseline last year of 23%. A person from the project comes out in the fall to follow me around and log my time and activities to determine that baseline.

Yearly Report (box on right)

Everything I do is fit into instructional, management, personal, or unscheduled as is reported in the box on the right. Instructional time is broken down into the activities listed as is management.

Overall Time Use (pie graph)

The pie graph shows a summary of the year and how much time was spent in the four categories. My unscheduled time is when I am doing general office work related to the building or the district.

Top Instructional Descriptors (gray box with bar graphs)

The bar graphs next to that represent the 5 categories I chose to monitor. This is a break down of the green section of the pie graph. Over the course of the year, I spent 15.5% of the overall instructional time (46.4%) on planning, curriculum and instruction. 8.7% was spent either attending, participating, or providing professional development. 7.6% was spent doing walk throughs. 4.2% was spent giving verbal feedback to teachers. 3.7% was spent with decision making groups and committees.

6/20/10 School Board Meeting
Principal's Report
Mary Jean Blaisdell

1. PK4 Update
 - a. Currently trying to work out funding/budgeting issues with partners in light of state's possible funding stances
 - b. PK4 numbers for 2011-12 look lower at this point but it may be too soon to predict accurately.
2. End of Year
 - a. East Fitness Day canceled
 - b. Farm Safety Day went VERY well
 - c. PTO inflatables was a HUGE hit
 - d. Last STARS assembly/Mileage Club/Volunteer recognition assembly was great
3. Summer
 - a. Extended Year Special Education (Summer school) begins at East for PK-2 on June 28 and ends July 28. T/W/Th 8:30-11:30
 - b. 2nd At Risk summer school also taking place; has same summer schedule as above
4. K-2 Enrollment for 2011-12
 - a. K = 19, 19, 19, 18, 18 = 93
 - b. 1st = 20, 20, 20, 20 = 80
 - c. 2nd = 20, 20, 20, 19, 19 = 98
 - d. K-2 total = 271
 - e. We gained a few more but are still lower than in previous years.

	05-06	06-07	07-08	08-09	09-10	10-11	11-12 predicted
District K-2	289	293	305	297	298	263	271

ACTIVITIES DIRECTOR JUNE BOARD REPORT

SPOTLIGHT ON EDUCATION this month for the activities department: Girls Soccer for their state appearance with coaches Trish O'Loughlin & Bobby Lynch. Co-Ed Golf for Mackenzie Black & Kurtis Christensen for their 14th place finish with coaches Joel Dinger and Ryan Ruffcorn.

Baseball and softball are in full speed action right now. Schedules have been out for months but remember they change frequently due to the weather and participation numbers of not only our programs but also our opponent's program participation numbers. A very special THANK YOU to Bob Beatty and the Independence Park and Rec Department for the sharing of their facilities with our school teams plus all of the upkeep & preparations needed on the fields so they are ready to go most days/evenings. The Independence School District is VERY FORTUNATE to have this working relationship that benefits so many of our student-athletes!

I am in the process of completing all head coach and assistant coach evaluations prior to July 1 for the past school year. Written records are in place to document the many quality things our coaches do for our student-athletes and their programs. Suggestions to improve all programs are also documented so in the transition over to the new Activities Director, communication towards these improvements can continue to take place.

New officers will be elected and placed at the next Booster Club Meeting on Wednesday June 15. I want to be sure to sincerely thank Julie Reeder, Cindy McCardle and Val Kremer for all of their time and efforts over the past year while we worked together for the good of our student-athletes. These 3 officers plus many other volunteers working with them deserve many, many, many pats on the back and congratulations for all you've accomplished!

Dave Jacobson

**Report to the Board of Education
Curriculum and School Improvement
June 20, 2011**

ITBS/ITED and MAP Reports

I am including graphs illustrating our scores for ITBS/ITED and MAP. I will be discussing the reports at the board meeting. It is always interesting to compare the data from these two assessments.

Conferences/Workshops**Special Education Law Conference**

The conference was held in Iowa City and provided information about recent law cases and current issues involving special education in the state. There is a concern in the state regarding the lack of progress our special education students are making. We were told that new expectations are being developed and that the goal should be to get every student with an IEP as close to proficiency as possible by 2020. Of course the more intensive students will not be able to make as much progress. Goals should be rigorous and progress should be monitored closely and changes in instruction made as necessary. We began this work this year as we met with special education teams to discuss student progress. These meetings will continue next year.

The other message was that students in special education are general education students first. Services provided students on IEPs should not replace instruction provided in general education but should supplement it. The co-teaching model we have started in the district speaks to this issue and allows our higher level students in special education to receive instruction in the general education environment. I will reinforce this information to our staffs in the fall.

Iowa Testing

Iowa Testing Services hosted a workshop to share information about the upcoming changes to ITBS/ITED. The tests will be changing again next year as they pilot an electronic version of the test. There will be more color and new questions as they work to align better with the Iowa Core Curriculum. They will be adding reports so that districts can determine annual growth.

These are good changes. I believe the format of the current tests makes it hard for students to maintain interest and motivation. We have noticed that students react better to electronic assessments because there is a continually changing screen in front of them. Providing us opportunities to get reports that demonstrate the amount of growth is yet another indication that NCLB may be moving to basing proficiency on whether students have made a year's growth. This change would indeed be welcomed by districts.

It is frustrating in these times of high accountability that they keep changing the test in addition to the fact that the expectations are now rising every year, making it very difficult to meet those targeted goals. I look forward to the day they base proficiency on a year's growth.

Child Find-A Collaborative Relationship Between General & Special Education

This was a session for administrators focused on the process of entitling students to special education services. The first part of the day described the process that will be used to support students who are struggling. This process was formally called Instructional Decision Making (IDM) in Iowa. We are now changing the title to what the rest of the country calls Response to Intervention (RtI). This isn't a new term to West. We began implementing this process during this school year with our small group intervention time. East began some conversation about it this year.

With RtI, all students are given a common assessment to determine the level of understanding of concepts and skills. Students who are not making adequate progress are put into small groups for supplemental instruction. Data is collected weekly for 4-6 weeks. Data is then reviewed and students are regrouped according to need. If the student continues to struggle, intensive or individual instruction is provided. If the student continues to struggle, it might be necessary to consider services in special education. The process is really about using student data to determine next steps in instruction and how to best help students succeed.

This process will be mandated in 2012-13. Implementing IDM/RtI was also a recommendation from our site visit last year. With the new mandate, a student will not be entitled to special education services without data indicating interventions that have been tried and the effect of those interventions. Once again, we have already started moving in this direction. We need to expand what we are doing at West to the other buildings. I was part of the state team that rolled this process out a few years ago at AEA 10 and feel very comfortable in implementing it here as well.

Sandy Merritt



Independence

Community School District

Office of Stephen Noyes
Technology Director

June 20, 2011

It is hard to believe we are already preparing for 2011-2012. Summer is very busy for Ryan and I. We are updating all capable PC computers to Windows 7 and Office 2010 and all capable Macs to Office 2011. We are also working on a better printer plan and moving some printers around the district. We are now working with Accent Laser Services from Manchester, Iowa. Accent will pick-up our used toner, clean and maintain our printers, and service printers on-site if we purchase our toner ink through them. The toner is high quality and competitively priced. The on-site service will save us from sending our printers to AEA for up to a week at a time.

I am leaving for PowerSchool University on June 26. It will be a great week of learning and networking with other PowerSchool districts. PowerSchool is undergoing a major update this summer and the time in Chicago will be invaluable to help make the transition to the new software. Most of the changes are “under the hood” and the teachers will not notice very many differences. The changes are necessary to keep PowerSchool’s competitive edge.

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. We are planning to role out the new website on or before August 1.

We will be transitioning to School Messenger on June 30, 2011. We will be using the default home phone number for July and August. The first week of school we will communicate with parents about the changes and provide instructions to login and setup their additional phone numbers, email addresses and text messages. The process is not hard, but very different from OneCall Now. Parents have more choices of which types of calls they receive by phone, email or text. For example, an Early Dismissal might go to a work phone number but reminders about school events might only go to a home phone number. I am creating directions in preparation for late August.

Registration for 2011-2012 will be a little different this year. We are going to offer parents the choice of mail-in and live registration. The mail-in packets will be sent on July 21 and will be due back August 1. August 1 is live registration and will be similar to past years. We will have short day because we expect many people will register by mail. A second change will be the option to pay the Registration fees online through PaySchool. The mail-in packets will have instructions about PaySchool.

The servers, staff email, and PowerSchool were greatly improved during 2010-2011. For 2011-2012, PowerSchool will continue to improve and our printers should be more dependable and available.

Stephen B. Noyes
District Technology Director

Farm to School

I was asked to speak on a Farm to School panel at the National School Nutrition Association conference in Nashville, Tennessee, in July, but had to say no because I'll be in Idaho, on vacation. I have also been asked to speak at an event in Decorah in September. It's a workshop being put on by the Food and Fitness Initiative.

We will be cleaning Bagge's strawberries at West Elementary on June 21st, at 8:00AM, and we are working through Val Maximovich this year to bring in volunteers for the event. We're going for 400 lbs. again this year. This was enough to have the strawberries on yogurt parfaits at every school's lunch at least twice last year.

We also have plans this summer to buy green beans, zucchini and sweetcorn again from Scott Smalley and his FFA program in Oelwein. The cleaning dates for those items will depend on when they are ready.

The school garden looks great thanks to the efforts of Micki Sand-Cohen, many teachers and their students! Micki Sand-Cohen organized and planned the day-long planting event on May 19th. All of the beds this year have been "claimed" by classes and we hope they will also be visited by some of those students and teachers over the summer.

Equipment/Budget

Officially reporting, items sold at the East Elementary Garage Sale:

Steam Table from South, \$35.00

2 Butcher Block tables, \$100.00 each

1 Butcher Block table, \$150.00

1 Butcher block, counter only, \$40.00

Free and Reduced

Our district's year-end, Free and Reduced numbers are: 389 Free students, 121 Reduced students, and 800 full Paid students. Our district percentage is 38.9%. 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

I will have one cook, Pam Wendel, from West Elementary moving over to the JSH, taking the 4.25 hour position as the lunch cashier. We'll be moving her temporarily to see how she does, and also hiring a sub to fill the dishwasher position until we see if Pam is a good fit at the lunch computer.

Technology

Nothing new to report.

Respectfully Submitted,
Kelly Crossley, Food Service Director

Board Report June 2011
Buildings, Transportation, Grounds

Summer Projects: This is a list of the larger projects we are working on this summer. Projects are on schedule and will be completed by the time school starts.

West School:

1. Water Softner- \$3000.00
New Gym Floor-\$72,000.00
2. 6 rooms ceilings and new lights-lights \$6864.00- ceilings\$11320.00
3. Doors in Library-replace folding-\$2000
4. Carpet rooms 3A & Tegler
5. Boys Bathroom fix floor-\$500
6. Lower mirrors in bathrooms
7. Staff Bathroom in Library- \$6000.00
8. Soundproof room between gym and 6th grade Thome's room
9. Modify VanGroll's classroom- lower cupboards, counters, and sinks; add a dish sink -\$1400
10. Water Heater- \$13932.50

East Elementary:

1. Carpet rooms 3,11, 10,15 total carpet East & West \$33,275.57
2. lower sinks in room 10 & 15-\$500
3. playgrounds chips-\$5400.00
4. Entrance Doors- gym and Kitchen
5. Sw hallway replace tile

Jr/Sr High School:

1. concrete work- East alley by lunchroom,
2. White Board room #5
3. All Buildings signage also street entrances
4. 2 new drinking fountains in gym- replace old-\$900
5. Paint handrails in Stairwells
6. Rebuild pumps in Boiler Room
7. Remodeling two science rooms

ECC:

1. Playground chips-\$1800
2. program water heater and furnaces
3. North Entrance Buzzer
4. Lock Down Buzzer at Desk-Jeff Hayward

Distrcit Wide:

1. Restriping the parking lots
2. Concrete work

I will be at the meeting to answer any questions.

Mike Donnelly



Special Report

IASB Commentary on Education Issues

Green Cleaning

The 2010 General Assembly passed, and the governor signed, HF 823, which requires school districts and community colleges to either begin using environmentally safe products by July 1, 2012 or pass a resolution opting out of the mandate. The bill does not address area education agencies or nonpublic schools.

The Iowa Department of Administrative Services (DAS) is the agency responsible for determining what is an “environmentally preferable cleaning and maintenance product” and the approved products are listed on their Web site at http://das.gse.iowa.gov/capitol_maintenance/greenclean.html. The DAS states that this is not an exhaustive list but since the law does not define what qualifies as environmentally preferable, we recommend you use the DAS list. Also on their Web site is a link to Iowa Prison Industries (IPI), which makes environmentally preferable cleaning products for the state, and can also sell them to school districts and community colleges.

School districts and community colleges must conduct an evaluation and assessment regarding implementation of an environmentally preferable cleaning policy. School districts and community colleges that have not opted out of the use of environmentally preferable cleaning products by July 1, 2012, as well as all state agencies, shall use only cleaning and maintenance products identified by the department or that meet nationally recognized standards. *(The standard isn't identified in the law.)* School districts and community colleges may deplete their existing cleaning and maintenance supply stocks and implement the new requirements in the procurement cycle for the following year. The law does have an exception for the use of antimicrobial products due to concern that there is not an environmentally preferable product that can adequately kill certain “bugs”. This provision was commonly referred to as the “vomit” exception.

School districts may opt out of the environmentally preferable mandate if the majority of the board votes to opt out. A sample resolution is attached for your use. The president of a community college can choose to opt out on behalf of the community college. Should a school district or community college opt out, they must inform the Iowa Department of Education (DE) of that decision. School districts and community colleges file their resolutions with Gary Schwartz, Education Program Consultant (Infrastructure), 515-281-4743 or gary.schwartz@iowa.gov.

IASB will keep you informed as information regarding implementation is available.

Please Note - This publication is designed to provide accurate and authoritative information about the subject matter covered. It is furnished with the understanding that IASB is not engaged in rendering legal or other professional service. If legal advice or other expert assistance is required, the services of a competent professional person should be sought.

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ENVIRONMENTALLY PREFERABLE CLEANING PRODUCTS MANDATE
OPT-OUT RESOLUTION

Pursuant to Iowa Code 8A.318, the Independence Community School District, after an evaluation and assessment of its needs, facilities and finances has made the decision it will not participate in the Environmentally Preferable Cleaning Mandate for the following reason(s):

1. It will be an excessive cost to the district.

The school district will use environmentally preferable products when it is feasible for the district to do so.

Passed and Approved: _____

(Dawnye Sturtz, Board President)

(Lynnette Engel, Board Secretary)

Independence Community School District TRAVEL REQUEST FORM

Any staff member requesting permission to attend meetings, conventions, or field trips shall file this form with their building supervisor at least 10 working days prior to the meeting or trip. If you are requesting overnight travel, the Superintendent must also approve your request. If your travel request is outside a 200 mile radius and outside the state of Iowa you also need the approval of the Board of Education.

If you are approved this form will be returned to you with the appropriate signatures. At this time, you can make your requests for any registration fees, hotel/motel accommodations and request a vehicle if it is needed. **DO NOT submit those requests until you are approved.** Please submit requests timely.

Requested By: Mary J. Blawie Date 6-8-11

Check One: Professional Leave ☒ Educational Field Trip ☐

Purpose of Leave/Field Trip: Boost up Workshop (Sensory Integration/Learning Readiness)

Dates of Meeting/Trip 7-19 thru 7-21-11

Departure Date: 7-18-11 Date Returning: 7-21-11

Sponsoring Organization _____

Meeting Held At Minneapolis MN
(City) (State)

Will this workshop allow you to apply for and receive graduate credit? _____ Yes _____ No ☒ CEN

If yes, please explain _____

Are you being reimbursed by any other group or organization for any expenses or receiving a stipend for attending this meeting?
_____ Yes ☒ No If yes, please explain _____

Rational for Attendance K-2 will be starting a Boost Up program to enhance student learning in 2011-12 & we need to receive/develop training.

Others in the District who you know are going to this meeting or convention? Pogue, Flickinger, Eilers

Who are you coordinating your travel expenses/plans with? just us

Is this meeting/in-service applicable to any of our special school projects (i.e. Eisenhower, School-to-Work, Title I, etc. or are you requesting it to be paid by the General Fund? _____

_____ Activity Fund ☒ General Fund Code(s): _____

Estimated Cost:

Transportation - (figure ground transportation costs @ \$.24 Per mile) \$ _____

Check One: ☒ School Vehicle _____ Public Transportation _____ Own Vehicle _____

Meals \$ _____

Lodging \$ 480 (total for 4 people at corporate rate)

Registration Fee \$ 1880 (total for 4 people)

Cost of Sub \$ _____

Other \$ _____

TOTAL \$ 2360

MJ Blawie 6-8-11
Immediate Supervisor Date

Superintendent of Schools Date
(Overnight or out of state trips ONLY)

Date Approved by Board of Education
(Outside 200 mile radius & outside Iowa ONLY)

Date Returned to Employee by Central Office

TRANSPORTATION SHARED SERVICES AGREEMENT

The Independence Community School District agrees to provide and the Jesup Community School District (hereinafter "JCSD") agrees to pay compensation for, the services of a Transportation Director, upon the following terms and conditions:

1. The period of this agreement shall be the 2011-2012 school year, commencing on July 1, 2011 and ending June 30, 2012. This agreement shall be extended to the following school year(s) unless written notice of termination is given by either party no later than February 15 of each year preceding the extension. In the event of extension, payment and other terms may be modified by mutual agreement of the parties, which modification shall be agreed upon no later than March 1st of each year preceding the extension. If no modification of terms is agreed upon by March 1st, the Agreement shall be deemed terminated at the end of that contract year.

2. In consideration of services provided, JCSD shall pay ICSD the sum of \$27,292.80 (Twenty Seven Thousand Two Hundred Ninety Two Dollars and Eighty Cents) due on or before _____ or paid in installments of \$2,274.40 each no later than the following dates:

the 20th day of each month (12 months).

3. The Transportation Director shall be, at all times, an employee of the ICSD and nothing herein shall be construed to create an employer-employee relationship between the Transportation Director and JCSD. All employment matters affecting the Transportation Director shall be the responsibility of ICSD. ICSD may seek input from JCSD in matters such as evaluation and discipline of the Transportation Director. The Transportation Director will devote 30% (thirty percent) contracted time to JCSD. Thus it is contemplated that the Transportation Director will be at JCSD 30% of full time equivalent and at ICSD 70% (seventy percent) of full time equivalent.

4. Early Dismissal and Late Start decisions will remain the discretion of each district.

5. In the event of death, long-term disability, or termination of the Transportation Director for cause during the school year, ICSD shall supply a qualified replacement Transportation Director at no additional charge to JCSD. Absences due to illness, inclement weather, personal days, or other short-term absences shall be the responsibility of ICSD to provide services to JCSD during this time.

6. The Transportation Director shall be provided sufficient work space and necessary materials to complete the services requested while at JCSD.

7. The Transportation Director will follow the mutually agreed upon job description between ICSD and JCSD.

8. This agreement shall be governed by and construed in accordance with the laws of the State of Iowa.

9. This Agreement shall not be assigned by either school district without mutual written consent.

10. Modification of this Agreement shall be in writing, signed by an authorized representative of each school district.

11. This Agreement contains all the understandings and representations between the parties hereto and supersedes all undertakings and agreements, whether oral or in writing, previously entered into by them with respect to the subject matter of this Agreement.

Dated this _____ day of _____, 2011

INDEPENDENCE COMMUNITY
SCHOOL DISTRICT



COPY

JESUP COMMUNITY
SCHOOL DISTRICT

By: _____
Dawnye Sturtz, Board President

By: _____
Staci Brown, Board President

SAI Mentoring and Induction Program

Complete this form if you are using the SAI program to meet chapter 284A requirements

Administrator Mentoring and Induction Program**2011-12 AGREEMENT** between

The Independence Community School District (the District)

and

School Administrators of Iowa (SAI)

The District provides beginning administrators with a mentoring and induction program in accordance with § chapter 284A.5 through a collaborative arrangement with SAI. SAI provides one year of programming to support the Iowa standards for school administrators adopted pursuant to 281 Iowa Administrative Code 83.10 (284A), and to support beginning administrators' professional and personal needs. The program is structured to provide support, professional development, and access to a variety of information sources critical to a beginning administrator's success as a leader of student achievement. Program components are described in the attached Program Description.

The Department of Education provides an allotment of \$1,500 per new principal or superintendent that is paid to the District. In turn, the District agrees to send that amount to SAI in exchange for program services and coordination. For each mentee, the District agrees to send SAI two equal payments of \$750, the first by January 30, and the second by April 30. The District provides mileage and other meeting expenses incurred by the beginning administrator as a result of participation in program activities.

SAI agrees to pay the district of each mentor \$1,157. Of this amount, the mentor's district will pay the mentor \$1,000 and will use approximately \$157 for the employer's contribution to FICA and IPERS or a pension and annuity retirement system established under chapter 294 for such amounts paid by the district. For each mentor, SAI will pay the mentor's district two equal payments of \$578.50, the first by February 28, and the second by May 30.

The above payment procedures will be followed during a school year when the District has a participating administrator.

The District agrees to require the full participation of the mentee and to inform SAI of any problems with such participation.

The District agrees to annually provide SAI with the name(s) and position(s) of the beginning administrator(s) as soon as possible.

Date Adopted: 6/20/11 District: Independence Community School District
(Please print)

District Authorized Signature: _____ Date _____

SAI Authorized Signature: _____ Date _____

Send one signed copy to SAI. SAI will return a signed copy to be included in the District's files. District business manager should receive a copy.



Call for 2012 Legislative Action Priorities

What Your Board Needs to Do

Spend the May, June, or July (or first week of August) board meetings analyzing, discussing and voting on your top legislative priorities for next year. This should give all school boards at least two meetings to identify their priorities for the 2012 General Session by doing one or more of the following:

- Attend the IASB District Meetings in June to help inform your board work in setting priorities and help IASB to chart future advocacy efforts (visit the IASB web site, www.ia-sb.org, for more information);
- Pick no more than five priorities or approve the priorities from the 2011 platform, and/or;
- Suggest amendments to existing resolutions or recommend new resolutions;
- Identify resolutions that should be removed from the platform if they are no longer relevant or critical;
- Return up to five of your top legislative priorities or general approval to IASB by **August 12th** via the Internet at <http://www.ia-sb.org/iasbform.aspx?ekfrm=7270> or fax the completed form back to Marte Brightman at (515) 247-7057.

The Resolutions and Priorities Process

- The IASB Legislative Resolutions Committee (LRC), at its August meeting, will review the submitted resolutions, prioritize them and make recommendations to the IASB Board of Directors.
- The IASB Board of Directors, at its September meeting, will vote to approve or modify the LRC recommendations and forward the report to the Delegate Assembly.
- The IASB Delegate Assembly will meet in Des Moines on November 16th. The Delegate Assembly is the official body that establishes the IASB Legislative Priorities, Resolutions and Beliefs.

What is the Legislative Resolutions Committee?

The building of, and the strength of, the IASB legislative platform is based on member input. The Legislative Resolutions Committee is a 22 member committee comprised of K-12 board members, an AEA representative and an Iowa Community College Board of Trustees member. The IASB President-elect presides over the LRC. Members of the IASB Board of Directors appoint an LRC committee member from their director district. The IASB president makes five at-large appointments. The AEAs and Iowa Association of Community College Trustees each appoint one member. The LRC is a cross-section of school boards from across Iowa, big and small, urban and rural.

Thank you for adding your voices to the IASB legislative grassroots process!

Remember: IASB needs your top five resolutions by August 12th.

(Return form sent to board secretaries is available on the IASB web site <http://www.ia-sb.org/iasbform.aspx?ekfrm=7270>).

PROPOSED 2012 IASB LEGISLATIVE ACTION PRIORITIES

Please use this form to list your board's **Top Five Legislative Priorities in Rank Order**. Although there are a total of 35 resolutions, please select **only up to 5** resolutions that are most important to your district. If your legislative priorities are identical to the 2011 resolutions, please indicate the 2011 resolution number. Resolution numbers can be found in the 2011 IASB Legislative Resolutions pages included with this mailing or by visiting our website at <http://www.ia-sb.org/Publications.aspx?id=5008>. Indicate "new" if it's a new resolution. Also, please let us know if there are resolutions that should be removed from the platform. Use additional sheets as necessary. Please register your response via this Internet link <http://www.ia-sb.org/iasbform.aspx?ekfrm=7270>, on the IASB website or return this form by fax or mail to IASB by **August 12 2011**. Fax to Marte Brightman (515) 247-7057 or mail 6000 Grand Ave., Des Moines, IA 50312.

The Board of Directors of _____ School District on _____, 2011, adopted the following Legislative Action Priorities and Resolutions on a vote of _____ to _____.
Submitted by: Name _____ Title _____

Continue Priorities from the 2011 Platform: _____
(2011 resolutions #'s 3, 6 & 10)

2012 Priorities: (use 2011 resolution number, no more than 5)

New Resolutions or amendments to existing:

Resolutions that should be removed: _____
(use 2011 resolution number)

Please complete the advocacy survey on the back of this form

Advocacy Survey:

During the legislative session (January-April), in how many board meetings did you have a legislative update or discussion? 0 ___ 1-2 ___ ; 3 4 ___ ; more than 4 ___

Did your board meet with your legislators prior to the start of the legislative session to outline IASB's legislative priorities? Yes ___ No ___

Did you invite your legislators to attend a board meeting or other school related activity? Yes ___ No ___

If so, were they able to attend? Please explain

How many local legislative forums did your board members/administrators attend? 1-2 ___ ; 3-4 ___ ; more than 4 ___

Was your board represented at one of the IASB Lobby Days? Yes ___ No ___

If "No" please indicate reason (check all that apply):

- ☐ Date(s) were inconvenient
- ☐ Conflicted with work requirements
- ☐ Saw little value/not worth time
- ☐ Didn't know about them

Was your administrative staff (superintendent, board secretary, etc...) represented at one of the Lobby Days? Yes ___ No ___ If "No" please indicate reason (check all that apply)

- ☐ Date(s) were inconvenient
- ☐ Conflicted with work requirements
- ☐ Saw little value/not worth my time
- ☐ Didn't know about them

Which of the following IASB advocacy tools did you use?

- ☐ January Legislative Kick-off Webinar
- ☐ Action Line/Action Network's Talking Points
- ☐ Weekly Legislative Update Recording
- ☐ Priority Issues Talking Points

Other: _____

On a scale of 1-5 please rate the usefulness of the advocacy tools:

Event	Not Useful				Very Useful
January Legislative Webinar	1	2	3	4	5
Action Line/Action Line Network	1	2	3	4	5
Weekly Legislative Update Recording	1	2	3	4	5
Priority Issues Talking Points	1	2	3	4	5

Please provide any feedback concerning these tools, or other tools you recommend to aid your districts advocacy.



2011 IASB Legislative Action Priorities and Resolutions

STUDENT ACHIEVEMENT AND STUDENT EQUITY: The Iowa Association of School Boards:	Legislative Action 2011 Session:
1. Supports preserving the integrity of the statewide penny sales tax for school infrastructure, including the tax equity provisions of buying down the highest additional levy rates to the state average.	This section will be updated after the close of the 2011 legislative session. Please check the our Web site at www.ia-sb.org for updates to this document.
2. Supports full state funding to implement the Iowa Professional Development Model. The school district is the appropriate authority to determine the amount and content of, and require participation in, professional development to improve instruction focused on the district's student learning goals.	
3. Supports continued progress in the development of rigorous content standards and benchmarks, consistent with, the Common Core Standards (CCS) focused on improving student achievement, including the following state actions: <ul style="list-style-type: none"> • Provide technical assistance to help districts fully implement the CCS. • Develop or obtain high-quality summative and formative assessments, aligned to the skills students should know and be able to do to succeed in the 21st century. IASB supports assessment systems that measure student growth for all students, also known as value-added growth or gain, to improve student outcomes by driving professional development, teacher and administrator evaluation, and school improvement decisions. • Support research-based professional development that provides educators with the training, support and time to work together so that they can successfully teach a rigorous curriculum to all students. • Include and fund all the components of successful standards systems: assessments aligned to high expectations, improved and aligned instruction and quality professional development. 2011 IASB Priority	
4. Supports adequate and on-time funding for English-language learner (ELL) students until the students reach proficiency.	
5. Supports a funding mechanism for school districts' transportation costs that does not directly or indirectly impact funding for the educational program.	
6. Supports funding to ensure all 3- and 4- year- olds have access to a high quality public school preschool program, and allow 4- year olds to be included in the enrollment count, if those programs can demonstrate meeting the collaboration and quality standards requirements of the state voluntary preschool program. IASB supports local district spending authority in the event of a future state spending reduction. 2011 IASB Priority	
7. Supports continuation of sufficient incentives and assistance to encourage sharing, reorganization or regional high schools to expand academic learning opportunities for students and to improve student achievement. IASB supports expansion of sharing incentives to include special education, curriculum and other critical administrative positions. The incentives must be available to districts regardless of geographic proximity to each other.	
8. Supports legislation that increases the at-risk student weighting and includes drop-out prevention in the foundation formula.	
9. Supports increasing the regular program state cost per pupil for all districts to the statutory maximum district cost per pupil.	



2011 IASB Legislative Action Priorities and Resolutions

FINANCE: The Iowa Association of School Boards:	Legislative Action 2011 Session:
10. Supports setting allowable growth at a rate that encourages continuous school improvement and reflects actual cost increases experienced by school districts and AEAs. Our priority is to increase and maintain the state cost per pupil and the spending authority associated with it to build a strong base for future education resources with full state funding of the state's share of the cost per pupil. 2011 IASB Priority	
11. Supports a school foundation formula that adequately and timely funds changes in demographics, including declining and increasing enrollment challenges.	
12. Supports school district spending authority for any shortfall in state funding of the instructional support levy.	
13. Supports full funding of public schools before additional financial support of non-public schools.	
14. Supports the utilization of Home School Supplemental weighting funds to cover the full expenses of the Home School Assistance Program, including necessary expenditures for administrative costs such as secretarial work on timesheets, benefits, correspondence with parents and enrollment records.	
15. Supports an amendment to the <i>Iowa Code</i> to ensure that any school, including Regents Institutions that receives a portion of its funding through the foundation formula, is subject to the same governance and educational standards as public school districts.	
16. Supports the use of the management levy for fees required to be paid by law including inspection and publication fees; and for legal and auditing fees.	
17. Supports greater flexibility in allowing school districts to charge fees for non-curricular related costs.	

LOCAL CONTROL: The Iowa Association of School Boards:	Legislative Action 2011 Session:
18. Supports legislation that provides flexibility for school districts to meet changing needs, become more efficient, protect natural resources and save public funds.	
19. Supports incentives for school districts to offer extended days and/or innovative calendars. School districts receiving these incentives should evaluate such initiatives to determine the impact on student learning.	
20. Supports the repeal of the legislated school start date and restoration of local school district authority to determine when it is in the best interest of students to start school.	
21. Supports the use of physical plant and equipment levy (PPEL) funds for the purchase of computer software, payment of software licensing fees and maintenance and repair of equipment or infrastructure that can be purchased or financed with PPEL funds.	



2011 IASB Legislative Action Priorities and Resolutions

TAXES: The Iowa Association of School Boards:	Legislative Action 2011 Session:
22. Supports legislation allowing school bond issues to be passed by a simple majority vote and to permit the local school board to levy a combination of property taxes and income surtaxes to pay the indebtedness.	
23. Supports sufficient state revenues to adequately fund public education as Iowa's number one priority. IASB opposes erosion of the existing tax base. IASB supports a full accounting every two years by state government of the costs of all exemptions, credits or deductions for the income tax, sales tax or property tax.	
24. Supports tax increment financing (TIF) limitation, reform and regulation. Reforms should increase accountability and transparency for local government entities utilizing TIF. School districts should have the ability to implement TIF for certain types of facility expenditures and must be an equal partner with cities when implementing new TIFs. In addition, we oppose residential TIFs unless the impacted school district(s) approve.	
25. Opposes a constitutional amendment or statewide voter referendum that would limit taxes, spending or local control impacting education.	

PERSONNEL: The Iowa Association of School Boards:	Legislative Action 2011 Session:
26. Supports giving school districts and AEAs the option to reduce staff to respond to reductions in funding or to comply with an arbitrator's award. Districts and AEAs should not be required to use the teacher contract termination procedures in <i>Iowa Code</i> section 279.13 for such staff reductions.	
27. Supports reinstatement of state funds to allow school districts and AEAs the ability to offer long-term, differential pay, or other incentives, to fill shortage area positions.	
28. Opposes changes to labor and employment laws unless they: <ul style="list-style-type: none"> • Advance excellence and equity in public education with the outcome of improved student achievement for all. • Are based in sound research and proven best practices with a demonstrated positive impact on improving student achievement. • Promote accountability by all for improved student outcomes. • Include adequate resources provided by the state without a shift from other education resources or significant burden on property taxpayers. • Include a regular evaluation of the impact of changes on student achievement. • Balance the rights of the employees with the rights of management with scales tipped in favor of student achievement and student safety. • Include a requirement that arbitrators demonstrate understanding of Iowa education funding and educational improvement. • Provide management with the flexibility to pay market competitive wages for shortage area positions, especially in the areas required to meet graduation and Common Core Standards mandates. • Preserve the constitutionally protected due process rights of school boards. 	
29. Require arbitrators to first consider local conditions and ability to pay; once the arbitrator determines the district has the ability to pay, the arbitrator should determine comparability.	



2011 IASB Legislative Action Priorities and Resolutions

UNFUNDED MANDATES: The Iowa Association of School Boards:	Legislative Action 2011 Session:
30. Supports predictable and timely state funding to serve students receiving special education services at a level that reflects the actual cost, including educational programming and health care costs.	
31. Supports the federal commitment to fund 40 percent of the cost of educating students receiving special education services, and requests that the federal government fulfill that commitment by increasing funding a minimum of 8 percent per year until the 40 percent figure is achieved.	
32. Opposes unfunded mandates.	

AREA EDUCATION AGENCIES: Acknowledges the AEAs legislative platform, including:	Legislative Action 2011 Session:
<ul style="list-style-type: none"> • Supports additional resources to AEAs and school districts for curriculum development, student assessment analysis, in-service training, professional development and technology assistance. • Supports legislation allowing students in accredited nonpublic schools to be counted for special education services, allowing them full access to services. • Supports continued restoration of cuts made during the 2004 legislative session. • Supports creation of a separate funding mechanism for the operation and maintenance of AEA facilities. • Supports an increase in funding for early childhood efforts. 	

COMMUNITY COLLEGES: Acknowledges the community college legislative platform, including:	Legislative Action 2011 Session:
<ul style="list-style-type: none"> ▪ Funding state general aid \$202.6 million, and no less than \$167.2 million, which reflects calculations under the formula adopted by the State Board of Education. • A long-term commitment of state and local assistance for skilled worker training through the Workforce Training and Economic Development Funds, and other funding streams available to maintain and build capacity for skilled worker training. • A state commitment and appropriation to Iowa Adult Literacy Programs to support Iowa's illiterate adults, including dislocated workers without a high school diploma/GED. • The 15 Community College Boards' local governance flexibility to access local tax support in its discretion to meet the needs of workforce training and their local 	

URBAN EDUCATION NETWORK Acknowledges the Urban Education Network (UEN) legislative platform, including:	Legislative Action 2011 Session
<p>Think today about tomorrow by initiating a thorough examination of the Foundation Formula to evaluate how Iowa school finance policy drives improved student success in the workplace and in life. With widening expenditure and achievement gaps in Iowa, this must be a serious undertaking and not just the once-every-five-year, cursory look at the formula mandated in the <i>Iowa Code</i>. Such an examination should consider student needs and whether the formula funds those needs appropriately. The examination should;</p> <ul style="list-style-type: none"> ▪ Evaluate the needs associated with Iowa's "at risk" students, including resources required to meet their needs from both an adequacy and equity perspective. 	

- Consider the relative tax capacity of school districts and the corresponding impact on a school district's ability to provide an excellent and equitable education.
- Address the remaining inequities in the foundation formula and other levies including physical plant and equipment levy, debt levy, instructional support levy, management levy, and cash reserve levy, and address the ability of Iowa's AEAs to adequately fund facilities maintenance and repair.

Adequate Funding of Preschool Programs

Provide funding to ensure all four year olds have access to a high quality preschool program by including preschool students in the enrollment count.

Expand Flexibility and Authority for School Districts

Public school boards and administrators need greater decision-making authority. Initial steps include requiring the DE to interpret local control broadly. The UEN supports Home Rule for school districts. Until that is accomplished, the DE should apply the directives of Dillon's rule only in very extreme cases.

Repeal the provisions of SF 2033 that are no longer relevant since Iowa was not selected to participate in the Federal Race to the Top grants to avoid any unintended consequences of limiting the ability of school boards and superintendents to implement necessary and effective strategies to "turn around" low performing schools.

Allowable Growth

Set and fully fund the allowable growth rate for FY 2012 at 4 percent to assure that Iowa's current and future public school students are able to reach their highest aspirations and that Iowa's expectations for our future are being met. School districts require adequate allowable growth to pay for the following:

- IPERS scaled up increases in employer contribution (uses the first 1% allowable growth for FY 2012 built-in increase)
- Increased costs of utilities, transportation, special education IEPs and insurance
- Step and lane change increases existing in collective bargaining agreements.
- Implementation of the Iowa Core Curriculum and the Common Core Standards as well as federal requirements regarding schools in need of assistance (SINA), districts in need of assistance (DINA) and schools identified as persistently low achieving schools (PLAS)

Unfunded Mandates

All legislation requiring local districts to provide additional programs and/or services must include sustainable and sufficient state funding to cover the cost of implementing the mandate. The Iowa Code should prohibit the unfunded mandate escape clause employed by former legislatures that the provision of state foundation aid is to be considered funding for new mandates.

SHARING MEMORANDUM OF AGREEMENT

Between
Independence Consortium of Community School Districts
And
Hawkeye Community College

WHEREAS, the Independence Consortium of Community School Districts, hereinafter referred to as the DISTRICTS, wishes to provide certain of its students the opportunity to receive instruction in the following Hawkeye Community College Courses for the 2011-2012 school year:

PLTW Introduction to Engineering Design	3 credit hours
PLTW Principles of Engineering	3 credit hours
PLTW Computer Integrated Manufacturing	3 credit hours
PLTW Digital Electronics	3 credit hours
PLTW Civil & Architectural Engineering	3 credit hours
PLTW Engineering Design & Development	3 credit hours

WHEREAS, Hawkeye Community College, hereinafter referred to as HCC, has the expertise to provide instruction to students in the above listed courses, and

WHEREAS the parties for mutual consideration and benefits agree to provide joint services on the terms and conditions hereinafter set forth.

1. The purpose of the agreement is to assist specified DISTRICT students to prepare for the world of work by receiving instruction in the above listed courses and to utilize the expertise of both the DISTRICT and HCC in providing such instruction.
2. The DISTRICT agrees to:
 - (a) provide administrative and counseling support to students enrolled in the program;
 - (b) follow the PLTW and HCC course syllabi and identified learning outcomes (competencies)
 - (c) provide textbooks, equipment and software updates
3. the following Financial Commitments at **\$113 per credit hour** or as noted

<u>HCC Instructor</u>	<u>HCC Qualified Local Instructor</u>
12 students 100% tuition	(# of students) x (# or credit hrs.) x (100% tuition
13-16 students 90% tuition	with 60% reimbursed for the instructor's salary)
17 students & above 80% tuition	A minimum of 10 students will be required

- (a) \$25 fee for reviewing PLTW end-of-course examinations and changing course numbers from EGT prefix to EGR prefix (only applies to students who apply for transfer credit). See 6b.
 - (b) name a DISTRICT designee to receive student grade and transcript data
 - (c) communicate student's program to appropriate parent or guardian
 - (d) assist student in completion of HCC registration
 - (e) facilitate transportation to consortium teaching site(s)
 - (f) provide ideas which would strengthen and enhance Partnership Agreement
4. HCC agrees to:
 - (a) administer the program
 - (b) provide staff or approve local instructional staff meeting PLTW and HCC requirements for program teaching
 - (c) develop and maintain the curriculum
 - (d) at the completion of the term, provide the DISTRICT designee with a grade report of the student(s) academic performance
 - (e) provide the DISTRICT with necessary documentation for billing purpose

5. It is further mutually agreed that:
 - (a) upon termination of the program at the high school
 1. any instructional materials or equipment provided by the DISTRICT shall remain the property of the DISTRICT;
 2. any instructional materials or equipment provided by HCC shall remain the property of HCC;
 - (b) The program may qualify for supplemental weighted funding if a seven criteria "test" is met. To meet this "test," the course must:
 1. supplement, NOT supplant high school courses.
 2. be included in the community college catalog or an amendment or addendum to the catalog.
 3. be open to all registered community college students, not just high school students. (We interpret this on a "space available" basis.)
 4. be for college credit, and that college credit must apply toward an associate's degree or college diploma program.
 5. be taught by a teacher meeting PLTW teacher qualification requirements
 6. utilize the PLTW course syllabus.
 7. be of the same quality as a course offered on a community college campus.
 - (c) All state and federal statutes regarding nondiscrimination on the basis of race, color, national origin, sex, handicap, religion, or economic status will be followed.

6. Students

- (a) who successfully complete the course of study in the following courses, will earn college credit at Hawkeye Community College as follows:

PLTW Introduction to Engineering Design	3 credit hours
PLTW Principles of Engineering	3 credit hours
PLTW Computer Integrated Manufacturing	3 credit hours
PLTW Digital Electronics	3 credit hours
PLTW Civil & Architectural Engineering	3 credit hours
PLTW Engineering Design & Development	3 credit hours

- (b) will receive a grade for the course (EGT prefix) as a technical elective; however, credit for engineering technology programs of study will only be applied for students who earn an "A" or "B" in the course and successfully complete the PLTW end-of-course examination. The cost for reviewing the PLTW end-of-course examination and changing the student transcript to the transfer course number (EGR prefix) will be an additional \$25 for Hawkeye Community College Credit. This fee will be billed to the schools following the successful completion of the PLTW end-of-course examination. Students who do not meet these requirements may apply credit for these courses as general technical electives.
- (c) may also receive credit from University of Iowa (\$150) or Iowa State University (\$125). Students electing these options must pay this fee directly to the examining institution.
- (d) are registered as Hawkeye Community College students and therefore have a Hawkeye Community College transcript.
- (e) will not be charged for the Hawkeye Community College credit (EGT prefix) awarded through this agreement..

AUTHORIZATION:

We the undersigned, hereby certify that we, the properly authorized officers of the organization, approve and implement this Partnership Agreement.

**Independence Community Schools
(LEA)**



**Hawkeye Community College
(Merged Area VII)**

Supt. or Board Pres.

Date

V.Pres. Academic Affairs

Date

Contracted Sharing Agreement

Between

**Dunkerton Community School District,
East Buchanan Community School District,
Independence Community School District,
Jesup Community School District,
Wapsie Valley Community School District,**

And

Hawkeye Community College

WHEREAS, the Dunkerton Community School District, East Buchanan Community School District, Independence Community School District, Jesup Community School District, and Wapsie Valley Community School District, hereinafter referred to as the DISTRICTS, wishes to provide certain of its students the opportunity to receive instruction in the following Hawkeye Community College Courses offered at the Independence Outreach Center for the 2011-2012 school year:

Composition I

**Introduction to Health Careers
Introduction to Psychology
Fundamentals of Oral Communication
Introduction to Literature
Introduction to MIG
Introduction to MIG II**

Composition II

**Introduction to Business
Introduction to Sociology
Statistics
Math for Welders
Cutting Processes
Welding Blueprint Reading**

WHEREAS, Hawkeye Community College, hereinafter referred to as HCC, has the expertise to provide instruction to students in the above listed courses, and

WHEREAS, the parties for mutual consideration and benefits agree to provide joint services on the terms and conditions hereinafter set forth.

1. The purpose of the agreement is to assist specified DISTRICT students to prepare for the world of work by receiving instruction in the above listed courses and to utilize the expertise of both the DISTRICT and HCC in providing such instruction.
2. The DISTRICT agrees to:
 - (a) Identify eligible students for college classes; eligibility is determined by meeting the enrollment requirements established by Hawkeye Community College and in consultations with appropriate HAWKEYE officials and includes meeting course prerequisites;
 - (b) Provide student registrations to Hawkeye by May 30, 2011 for fall semester and October 30, 2011 for spring semester;
 - (c) provide administrative and counseling support to students enrolled in the program;
 - (d) follow the HCC course syllabi and identified learning outcomes (competencies)
 - (e) provide textbooks, equipment and software updates;
 - (f) provide appropriate information to the students/parents/guardians regarding college policies, procedures, establishment of a permanent transcript, and course dropping and/or withdrawal;
 - (g) ensure college level rigor and learning experiences, assist appropriate HAWKEYE personnel in implementing college assessment policies, instructor guidelines, procedures and instruments for course effectiveness; such assessments will include classroom observations and student surveys;

- (h) Comply with instructors attending mandatory annual professional development opportunities. Noncompliance with this expectation could result in not offering the course the following academic year;
- (i) grant high school credit for course completion

3. the following Financial Commitments at **\$113 per credit hour** or as noted

HCC Instructor

- (a) **If the class enrollment is between 30 to 17 students, the tuition is \$271.00 per three hour course and that if multiple schools have students in the class that each school is charged \$271.00 times the number of their students. For a four hour credit course the tuition is \$362.00 times the number of students from the school.**
- (b) **If the class enrollment is between 16 to 13 students, the tuition is \$305.00 per three hour course and that if multiple schools have students in the class that each school is charged \$305.00 times the number of their students. For a four hour credit course the tuition is \$407.00 times the number of students from the school.**
- (c) **If the class enrollment is between 12 to 10 students, the tuition is \$339 per three hour course and that if multiple schools have students in the class that each school is charged \$339.00 times the number of their students. For a four hour credit course the tuition is \$452.00 times the number of students from the school.**
- (d) **Nursing Assistant is \$500.00 per student.**
- (e) **There is a minimum of 15 students required.**

HCC Qualified Local Instructor

(# of students) x (# or credit hrs.) x (100% tuition
with 60% reimbursed for the instructor's salary)
A minimum of 6 students will be required

- (f) background check fee of \$20 per student for Nursing Assistant which can be paid by the student is included in cost of course
- (g) name a DISTRICT designee to receive student grade and transcript data
- (h) communicate student's program to appropriate parent or guardian
- (i) assist student in completion of HCC registration
- (j) provide ideas which would strengthen and enhance Partnership Agreement

4. HCC agrees to:

- (a) administer the program
- (b) provide staff and/or approve local instructional staff meeting HCC requirements for program teaching
- (c) provide annual professional development comparable to that given to adjunct faculty;
- (d) develop and maintain a curriculum that achieves the same learning outcomes as experienced by students on its campus; thus, HAWKEYE will ensure a consistency in course syllabi, instructional materials, resources, equipment, and textbooks.
- (e) at the completion of the term, provide the DISTRICT designee with a grade report of the student(s) academic performance
- (f) provide the DISTRICT with necessary documentation for billing purpose

5. It is further mutually agreed that:

- (a) upon termination of the program at the high school
 - 1. any instructional materials or equipment provided by the DISTRICT shall remain the property of the DISTRICT;

2. any instructional materials or equipment provided by HCC shall remain the property of HCC;
 - (b) The program may qualify for supplemental weighted funding if a seven criteria "test" is met. To meet this "test," the course must:
 1. supplement, NOT supplant high school courses.
 2. be included in the community college catalog or an amendment or addendum to the catalog.
 3. be open to all registered community college students, not just high school students. (We interpret this on a "space available" basis.)
 4. for college credit. The college credit must apply toward an associate's degree or college diploma program. If the class has students enrolled that are taking the course for dual credit, for community college credit only, and for high school credit only, students taking the course for high school credit only are not eligible to be counted for supplementary weighting.
 5. be taught by a teacher meeting community college licensing requirements
 6. utilize the community college course syllabus.
 7. be of the same quality as a course offered on a community college campus.
 - (c) All state and federal statutes regarding nondiscrimination on the basis of race, color, national origin, sex, handicap, religion, or economic status will be followed.
6. Students
- (a) who successfully complete the course of study in the following courses, will earn college credit at Hawkeye Community College as follows:

Composition I ENG105	3 credit hours
Composition II ENG106	3 credit hours
Introduction to Psychology PSY111	3 credit hours
Introduction to Sociology SOC110	3 credit hours
Fundamentals of Oral Communication SPC101	3 credit hours
Statistics MAT156	3 credit hours
Introduction to Health Careers PNN102	3 credit hours
Introduction to Business BUS102	3 credit hours
Introduction to Literature LIT101	3 credit hours
Math for Welders MAT764	2 credit hours
Introduction to MIG WEL104	2 credit hours
Introduction to MIG II WEL234	2 credit hours
Cutting Processes WEL134	2 credit hours
Welding Blueprint Reading WEL111	3 credit hours
 - (b) are registered as Hawkeye Community College students and therefore have a Hawkeye Community College transcript.
 - (c) will not be charged for the Hawkeye Community College credit awarded through this agreement.
 - (d) have no assurance that the courses awarded credit will transfer to any other postsecondary institution. Hawkeye will work with the student toward this end, but cannot guarantee the transferability of these credits.
7. The duration of the AGREEMENT shall be from August 1, 2011 to July 31, 2012. This agreement shall automatically renew for successive like periods of time from one year to the next. On or before May 1st of any year, one party may notify the other party in writing of their intent to modify or terminate this agreement. Amendments to this sharing agreement become effective upon the acceptance of both parties as certified by their signature upon the amendment.

AUTHORIZATION:

We the undersigned, hereby certify that we, the properly authorized officers of the organization, approve and implement this Partnership Agreement.

**Independence Community Schools
(LEA)**



COPY

**Hawkeye Community College
(Merged Area VII)**

Supt. or Board Pres. Date

V.Pres. Academic Affairs Date

Contracted Sharing Agreement

Between
Independence Community School District
And
Hawkeye Community College

WHEREAS, the Independence Community School District, hereinafter referred to as the DISTRICT, wishes to provide certain of its students the opportunity to receive instruction in the following Hawkeye Community College Courses for the 2011-2012 school year:

Introduction to Psychology
Introduction to MIG

Introduction to Sociology
Introduction to Residential Construction

WHEREAS, Hawkeye Community College, hereinafter referred to as HCC, has the expertise to provide instruction to students in the above listed courses, and

WHEREAS, the parties for mutual consideration and benefits agree to provide joint services on the terms and conditions hereinafter set forth.

1. The purpose of the agreement is to assist specified DISTRICT students to prepare for the world of work by receiving instruction in the above listed courses and to utilize the expertise of both the DISTRICT and HCC in providing such instruction.
2. The DISTRICT agrees to:
 - (a) Identify eligible students for college classes; eligibility is determined by meeting the enrollment requirements established by Hawkeye Community College and in consultations with appropriate HAWKEYE officials and includes meeting course prerequisites;
 - (b) Provide student registrations to Hawkeye by May 30, 2011 for fall semester and October 30, 2011 for spring semester;
 - (c) provide administrative and counseling support to students enrolled in the program;
 - (d) follow the HCC course syllabi and identified learning outcomes (competencies)
 - (e) provide textbooks, equipment and software updates;
 - (f) provide appropriate information to the students/parents/guardians regarding college policies, procedures, establishment of a permanent transcript, and course dropping and/or withdrawal;
 - (g) ensure college level rigor and learning experiences, assist appropriate HAWKEYE personnel in implementing college assessment policies, instructor guidelines, procedures and instruments for course effectiveness; such assessments will include classroom observations and student surveys;
 - (h) Comply with instructors attending mandatory annual professional development opportunities. Noncompliance with this expectation could result in not offering the course the following academic year;
 - (i) grant high school credit for course completion

3. the following Financial Commitments at **\$113 per credit hour** or as noted

HCC Instructor

12 students 100% tuition
13-16 students 90% tuition
17 students & above 80% tuition
Nurse Aide \$500.00 per student
Minimum of 15 students required.

HCC Qualified Local Instructor

(# of students) x (# or credit hrs.) x (100% tuition with 60% reimbursed for the instructor's salary)
A minimum of 6 students will be required

- (a) background check fee of \$20 per student which can be paid by the student is included in cost of course
- (b) name a DISTRICT designee to receive student grade and transcript data
- (c) communicate student's program to appropriate parent or guardian
- (d) assist student in completion of HCC registration
- (e) provide ideas which would strengthen and enhance Partnership Agreement

4. HCC agrees to:

- (a) administer the program
- (b) provide staff and/or approve local instructional staff meeting HCC requirements for program teaching
- (c) provide annual professional development comparable to that given to adjunct faculty;
- (d) develop and maintain a curriculum that achieves the same learning outcomes as experienced by students on its campus; thus, HAWKEYE will ensure a consistency in course syllabi, instructional materials, resources, equipment, and textbooks.
- (e) at the completion of the term, provide the DISTRICT designee with a grade report of the student(s) academic performance
- (f) provide the DISTRICT with necessary documentation for billing purpose

5. It is further mutually agreed that:

- (a) upon termination of the program at the high school
 - 1. any instructional materials or equipment provided by the DISTRICT shall remain the property of the DISTRICT;
 - 2. any instructional materials or equipment provided by HCC shall remain the property of HCC;
- (b) The program may qualify for supplemental weighted funding if a seven criteria "test" is met. To meet this "test," the course must:
 - 1. supplement, NOT supplant high school courses.
 - 2. be included in the community college catalog or an amendment or addendum to the catalog.
 - 3. be open to all registered community college students, not just high school students. (We interpret this on a "space available" basis.)
 - 4. for college credit. The college credit must apply toward an associate's degree or college diploma program. If the class has students enrolled that are taking the course for dual credit, for community college credit only, and for high school credit only, students taking the course for high school credit only are not eligible to be counted for supplementary weighting.
 - 5. be taught by a teacher meeting community college licensing requirements
 - 6. utilize the community college course syllabus.
 - 7. be of the same quality as a course offered on a community college campus.
- (c) All state and federal statutes regarding nondiscrimination on the basis of race, color, national origin, sex, handicap, religion, or economic status will be followed.

6. Students

- (a) who successfully complete the course of study in the following courses, will earn college credit at Hawkeye Community College as follows:

Introduction to Psychology PSY111	3 credit hours
Introduction to Sociology SOC110	3 credit hours
Introduction to MIG WEL104	2 credit hours
Introduction to Residential Construction CON102	2 credit hours

- (b) are registered as Hawkeye Community College students **and** therefore have a Hawkeye Community College transcript.
- (c) will not be charged for the Hawkeye Community College credit awarded through this agreement.
- (d) have no assurance that the courses awarded credit will transfer to any other postsecondary institution. Hawkeye will work with the student toward this end, but cannot guarantee the transferability of these credits.

7. The duration of the AGREEMENT shall be from August 1, 2011 to July 31, 2012. This agreement shall automatically renew for successive like periods of time from one year to the next. On or before May 1st of any year, one party may notify the other party in writing of their intent to modify or terminate this agreement. Amendments to this sharing agreement become effective upon the acceptance of both parties as certified by their signature upon the amendment.

AUTHORIZATION:

We the undersigned, hereby certify that we, the properly authorized officers of the organization, approve and implement this Partnership Agreement.

**Independence Community Schools
(LEA)**



COPY

**Hawkeye Community College
(Merged Area VII)**

Supt. or Board Pres.

Date

V.Pres. Academic Affairs

Date



*Where the simple act
of trying makes each
person a success!*

ROPES CHALLENGE COURSE CONTRACT 2011

Email Address: gmoen@independence.k12.ia.us

DATE OF EVENT: Sept. 26 (6th), Oct. 5 (7th), Oct. 12 (8th)

ARRIVAL TIME: _____ DEPARTURE TIME: _____

TOTAL IN GROUP: 6th 7th 8th

GROUP TYPE: Adults _____ Youth _____ Family _____

SESSION:			
		Low Ropes Course (3 hours).....	\$10.00/person
X		Low & High Course (4 hours)	\$14.00/person
		High Ropes Course (4 hours).....	\$15.50/person
		Low & High Course (6 hours)	\$20.00/person
		Rock Climbing (5 hours)	\$22.00/person
		Lunch.....	\$7.75/person
X		Other <u>Instructional Time (6th, 7th, & 8th grade)</u>	<u>\$300</u>

- All participants must complete and sign the (attached) release form before participating on the course. If participants are under age 18, the form must be signed by their legal guardian. The completed forms may be brought with your group on the day of the event.
- The minimum charge for the ropes course is for 10 participants or 90% of the number booked, whichever is greater.
- The number of participants can be changed up to one week prior to event without charge.

Signature of Contact Person: Jandy W. Perrett Date: 6/13/11

Signature of Ewalu Staff Person Fale Eke Date: 10/18/10

Send one copy of this contract to:
Camp Ewalu, 37776 Alpha Avenue, Strawberry Point, IA 52076