

BOARD REPORT

March 21, 2011

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



INDEPENDENCE COMMUNITY SCHOOL DISTRICT

1207 First Street West
Independence, Iowa 50644

PH: (319) 334-7400

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Jean Peterson
Superintendent

Lynnette Engel
Director of Finance
Board Secretary/Treasurer

March 18, 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 public hearing and regular meeting on **Monday, March 21, 2011** beginning at **6:00 p.m.** at the **West Elementary Commons**, 1301 First Street West, Independence, Iowa

PUBLIC HEARING – 6:00 p.m.

Location Changed to the West Elementary Commons

1. PLEDGE OF ALLEGIANCE

A. Call to order

2. 2011-2012 SCHOOL CALENDAR

Discussion

3. ADJOURNMENT

Motion

REGULAR MEETING – 6:30 p.m.

1. CALL TO ORDER

2. FRIEND OF EDUCATION

A. REACT Center

We would like to recognize and honor the REACT (Rockwell Educational Access to Computer Technology) Center for donating 18 computers to the district for use in the Family and Consumer Science Program.

B. Ladies VFW Auxiliary 2440

We would like to recognize and honor the Ladies VFW Auxiliary 2440 for donating a \$100 Walmart gift card to East Elementary.

C. The Leo Club

We would like to recognize and honor The Leo Club for donating Social Studies Resource Books to the 6th Grade Classrooms at West Elementary.

3. SPOTLIGHT ON EDUCATION

A. Iowa Reading Association Creative Writing and Poetry Contest

We would like to recognize and honor five students for reaching the state level for the Iowa Reading Association Creative Writing and Poetry Contests.

Poetry Contest State Qualifiers Include:

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

Creative Writing Contest State Qualifiers Include:

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

Holly placed 2nd at the State Poetry Contest and Josie placed 1st at the State Creative Writing Contest.

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

B. Independence Mustang Wrestlers

Six Independence Mustang Wrestlers qualified for the 2011 State Wrestling Tournament. We would like to recognize and honor them tonight.

Congratulations to:

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

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

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

C. Speech

We would like to honor and recognize the following speech students on their superior performances at the State Large Group Speech Contest.

Those earning I ratings include:

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

Those earning II ratings include:

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

We would also like to honor and recognize the following speech students on their superior performances at the State Individual Speech Contest.

Those earning I ratings include:

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

Those earning II ratings include:

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

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

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

4. CONSIDERATION OF ACTION ON CONSENT ITEMS

A. Approval of the minutes of the work session on February 21, 2011, the public hearing on February 21, 2011, the regular meeting on February 21, 2011, the special session on March 7, 2011 and the work session on March 7, 2011. Motion 4.A.

I am seeking approval of the minutes.

B. Approval of Agenda Motion

I am seeking approval of the agenda.

C. Approval of Board Policies (* changes noted) Motion 4.C.

Second Readings:

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

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

First Readings:

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

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

D. Resignations Motion

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

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

E. Approval of Financial Reports Motion 4.E.

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

5. ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS
 - A. Comments from public
 - B. Comments from Board
 - C. Presentations
 1. Spotlight on Independence Schools
 - a. Lesson on Personal Space by Julie Rouse, K-4 Guidance Counselor
 - b. 7th Grade Math Students on a Real Life Math Problem Solving Situation by Amy Gustafson, Jr/Sr High Math Teacher
 2. School Garden by Kelly Crossley, Food Service Director
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. 2011-2012 School Calendar Motion 7.A.

I am recommending approval for the 2011-2012 Calendar. The Calendar Committee met again on Monday, March 14th. The Committee revisited the calendar and addressed some of the issues that were brought back to them. After a lot of discussion and consideration of those issues, the Calendar Committee is seeking the Board's approval of this updated version.
 - B. Former East Elementary Property Motion

I am recommending to start the sale process over for the former East Elementary property. If no acceptable bids are received, we will enlist the assistance of a realtor.
 - C. Service Contract with Fusion Forward LLC Motion 7.C.

I am seeking approval to enter into an agreement with Fusion Forward LLC for the purpose of developing and/or improving the ICSD web site.
8. NEW BUSINESS
 - A. Travel Request – Vocal Music Department Motion 8.A.

I am seeking approval for Roger Barloon and the choir students to travel to Chicago, IL to see the Broadway Show “Peter Pan” departing May 20, 2011 and returning May 22, 2011.

B. Independence Farm to School Gardens Memorandum of Agreement
I am seeking approval for the Farm to School Gardens Memorandum of Agreement between the Independence Community School District and the Independence Farm to School Committee to provide on-site working gardens to benefit students in the Independence Community School District.

Motion 8.B.

C. 2010-2011 Early Graduation Applicants
Two seniors have applied for early graduation. They will graduate in March of 2011, at the end of 3rd term if they have earned the required fifty-four (54) credits and their request is approved by the Board of Education.

Motion 8.C.

D. Field Experience Contractual Agreement with Luther College
I am seeking approval to participate in the field experience program with Luther College, which includes, but is not limited to: Student Teaching, Student Observations, and other field experiences during the 2011-2012 academic year.

Motion 8.D.

E. Fund Raising Request(s)
I am seeking approval of the following fund raising request(s).

Motion 8.E.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
ICSD Mentor Program	Family Night of Fun - door admission, cake walk, tattoos, t-shirts, dances or photos with "Champ"; Leo Club selling concessions	Raise funds for activities for mentors and students in the mentoring program		\$500 - \$1,000	04/2/11
HS Student Council	Sell tickets to the dance	Raise money for decorations and DJ's for future dances. Extra funds will be used for Relay for Life in June	\$50 for cost to print tickets		Week of April 11th
Jr/Sr HS Football	Sell raffle tickets for items donated	Raise funds to purchase trailer to pull equipment to away games		\$3,000	4/4/11 - 1st home football game
West Elem Summer Enrichment Camp	Seek businesses to sponsor students. Cost of a registration would depend on the funding acquired.	To provide scholarships for students to attend the program			4/14/11 through 5/26/11

F. 2011-2012 Class Sizes and Sections
I am seeking approval to reduce both first and third grade levels by one section and increase both kindergarten and fourth grade levels by one section due to class sizes for the 2011-2012 school year based on recommendations from Dr. Mary Jean Blaisdell and Sandy Merritt, Building Administrators for East and West Elementary. These actions can be handled by transferring one first and one third grade teacher to kindergarten and fourth grade.

Motion 8.F.

G. Budget Guarantee Resolution

Motion 8.G.

In order to receive the scale down or 101% budget guarantee, eligible districts must adopt a local school board resolution. A copy of the resolution is due to the Department of Management by April 15, 2011.

Roll Call Vote

H. Teacher Laptop Replacement Program

Motion 8.H.

I recommend we award the bid to purchase Apple laptops for the Teacher Laptop Replacement Program to Apple Inc. as proposed by Steve Noyes, Director of Technology.

9. ADJOURNMENT

Motion

EXEMPT SESSION

Negotiations Strategy Session

UPCOMING MEETINGS –

Monday, April 18th Regular Meeting 6:30 p.m. - Rowley Community Center

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

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

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

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

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

Independence Community School Board Minutes
Work Session
February 21, 2011

A work session of the Independence Community School Board was called to order at 5:32 p.m. by Chairperson Dawnye Sturtz in the Brandon Community Center, Brandon, Iowa.

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

Superintendent Present: Jean Peterson

Board Sec/Treas Present: Lynnette Engel

Press Present: Eric Van Sickel, "Independence Bulletin Journal"
Steven Smith, "The News"

Visitors Present: Interested Patrons

1. Review of 2009-2010 Audit

Mary Babinet from Nolte, Cornman & Johnson, P.C. presented the 2009-2010 audit report to the Board.

ADJOURNMENT

Motion McCardle, second Christensen to adjourn the meeting at 5:59 p.m. All voted "aye". Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

Independence Community School Board Minutes
Public Hearing
February 21, 2011

A public hearing of the Independence Community School Board was called to order at 6:02 p.m. by Chairperson Dawnye Sturtz in the Brandon Community Center, Brandon, Iowa.

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

Superintendent: Jean Peterson

Board Secretary Present: Lynnette Engel

Press Present: Eric VanSickle, "Independence Bulletin Journal"
Steven Smith, "The News"

Visitors Present: Interested Patrons

The Board allowed patrons to speak to the subject of the proposed 2011-2012 school calendar. One member of the audience addressed the board and comments were read by Vice-President McCardle that he had received from parents unable to attend.

Motion McCardle, second Jensen to adjourn the hearing at 6:15 p.m. All voted "aye". Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

Independence Community School Board Minutes
Regular Meeting
February 21, 2011

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

Visitors Present: Interested Patrons

1. FRIEND OF EDUCATION

A. Dawnye Sturtz recognized the Brandon United Methodist Church for their donation of mittens, hats and socks to East Elementary.

2. CONSIDERATION OF ACTION ON CONSENT ITEMS

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

2-A APPROVAL OF MINUTES of the public hearing on January 17, 2011, the regular meeting on January 17, 2011, the public meeting on January 19, 2011, the special session on January 26, 2011, the work session on January 26, 2011, the public meeting on January 31, 2011, the public meeting on February 2, 2011, the work session on February 9, 2011 and the public meeting on February 11, 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.	300	Role of School District Administration
2.	301.1	Management
3.	302.1	Administration and Board of Education
4.	302.2	Administration and Employees
5.	302.3	Administration and Adjoining District Administration
6.	302.4	Administration and Area Education Agency

First Readings:

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

2-D New Hires (pending acceptable background checks)

NAME	ASSIGNMENT	SALARY	DATE
Kay Bunn	West Elem 4.0 Hour Media Associate	\$8.75	02/17/2011

2-E Resignations

NAME	ASSIGNMENT	DATE
Karyl Hand	West Elem 2.25 hr Dishwasher/Food Service Assistant	02/11/2011
Katie Lechtenberg	7 th Grade Softball Coach	02/06/2011

2-F APPROVAL OF FINANCIAL REPORTS:

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

3. ANNOUNCEMENTS, COMMUNICATIONS AND PRESENTATIONS:

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.

McCardle commented on the number of awards given to teachers and helpers at the annual chamber banquet. He also has attended two Mustang Foundation meetings with

Mr. Christensen. Mr. McCardle congratulated the Wrestlers, Speech & Jazz Orchestra on their great performances. Mrs. Sturtz and Mrs. Jensen will be attending a county/city/school meeting to talk about ways they can all work together. Mrs. Sturtz has also been attending a small group meeting that is working on the planning for a future bond vote. She also reminded everyone about the number of legislative issues out there and to stay in touch with our legislators. Mr. Christensen complimented the framework put in place for fundraising through the Mustang Foundation. Mrs. Jensen also commented there is some confusion about what events are covered by activity passes.

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. New Business

5-A 2009-2010 Audit

Motion Christensen, second Henderson to approve the 2009-2010 school audit. Roll call vote: Henderson "aye", Jensen "aye", McCardle "aye", Sturtz "aye" & Christensen "aye". Motion carried 5-0.

5-B 2011-2012 School Calendar

Motion McCardle, second Henderson to approve the proposed 2011-2012 school calendar with the addition of full day school held on December 22, December 23, January 2, February 20 and April 9. All voted "Nay". Motion failed.

5-C Special Education Supplement (SES)

Motion McCardle, second Jensen to approve the 2009-2010 Special Education Supplement Report. All voted "Aye". Motion carried.

5-D Buchanan County Success Center Graduates

Motion Christensen, second Henderson to approve the following early graduates from the Buchanan County Success Center: Ashley Hempstead, Kristy Haesey, David Latham, Christina Leach, Ashlee Chamberlain and Alicia Foland. All voted "Aye". Motion carried.

5-E Fund Raising Requests

Motion Henderson, second McCardle to approve the following fund raisers. All voted "aye". Motion carried.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Speech	Sell Theater-grams/ roses for \$1.00-\$2.00	Raise money for awards/banquet		\$300	3/17/11 - 3/19/11
National Honor Society	Sell tickets to Junior High Dance for \$5.00 each	Raise money for 7th grader Gage West who has had multiple surgeries and is receiving dialysis treatments in Iowa City			02/25/2011

5-F Renewal of Cooperative Sponsorship of Soccer with East Buchanan

Motion McCardle, second Jensen to approve the renewal of the existing cooperative program agreements with East Buchanan for boys and girls soccer for the 2011-2012 school year which includes 2012 summer activities. All voted "Aye". Motion carried.

5-G Agreement With PaySchools

Motion Christensen, second Henderson to approve the agreement with PaySchools beginning March 1, 2011 and ending June 30, 2012 and renewing annually for three years unless terminated by either party by giving the other written termination notice 60 days prior to the renewal date. All voted "Aye". Motion carried.

5-H Ray and Associates Contract

Motion Christensen, second Henderson to approve termination of the contract with Ray and Associates for the 2011-2012 school year. Roll call vote: Henderson "aye", Jensen "aye", McCardle "aye", Sturtz "aye" & Christensen "aye". Motion carried 5-0.

5-I Amount to Borrow from SILO Funds

Motion Jensen, second McCardle to borrow up to the maximum of \$9 Million to be used for the 7-12 facility. Roll call vote: Henderson "aye", Jensen "aye", McCardle "aye", Sturtz "aye" & Christensen "aye". Motion carried 5-0.

ADJOURNMENT

Motion Jensen, second Christensen to adjourn the meeting at 7:34 p.m. All voted "Aye". Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

Independence Community School Board Minutes
Special Session
March 7, 2011

A special session of the Independence Community School Board was called to order at 5:30 p.m. by Chairperson Dawnye Sturtz at the Administration Building, Independence, Iowa.

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

Superintendent Present: Jean Peterson

Board Sec/Treas Present: Lynnette Engel

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

Visitors Present: Interested Patrons

1. Consideration of Action on Consent Items

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

2. New Business

A. Fund Raising Requests – Motion McCardle, second Jensen to approve the following fund raising requests. All voted "aye". Motion carried.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Musical	Sell desserts during the Musical (free will offering)	Raise money for Musical expenses		\$600	3/17/11 - 3/19/11
West Elem 5th Grade Book Club – Mr. Abildtrup	Students will be starting a business and selling jump ropes they make for \$4 before school	Raise money for the 5th Grade Book Club. Money will be used to purchase books and incentive prizes.		\$150 - \$250	April – May, 2011
East and West Elem K-6 Students	Students donate food for the Food Pantry	Stock the Food Pantry			Week of April 4th

B. Agreement with SchoolMessenger – Motion Christensen, second Jensen to approve entering into an agreement with SchoolMessenger starting July 1, 2011. All voted "aye". Motion carried.

C. Service Contract with Fusion Forward LLC – Motion Christensen, second Henderson to approve to enter into an agreement with Fusion Forward LLC for the purpose of developing and/or improving our ICSD website. All voted “Nay”. Motion failed.

4. ADJOURNMENT

Motion Jensen, second Henderson to adjourn the meeting at 5:48 p.m. All voted “aye”. Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

Independence Community School Board Minutes
Work Session
March 7, 2011

A work session of the Independence Community School Board was called to order at 5:55 p.m. by Chairperson Dawnye Sturtz in the Administration Office, Independence, Iowa.

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

Superintendent Present: Jean Peterson

Board Sec/Treas Present: Lynnette Engel

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

Visitors Present: Interested Patrons

1. 2011-2012 Budget

Director of Finance, Lynnette Engel, presented a power point presentation explaining the basics of school finance as well as showing where ICSD receives and spends its money from the general fund. Superintendent Peterson then joined Engel in discussing with the Board their recommendations for 2011-2012 staffing of the District.

A recess was taken from 7:30-7:40 P.M.

2. Closed Session

Motion Christensen, second Jensen to enter into closed session at 7:41 p.m. 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: Jensen – aye, McCardle – aye, Sturtz – aye, Christensen – aye and Henderson – aye. Voted passed 5-0.

Came out of closed session at 8:16 p.m.

ADJOURNMENT

Motion Jensen, second McCardle to adjourn the meeting at 8:16 p.m. All voted "aye". Motion carried.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary

SUPERINTENDENT QUALIFICATIONS, RECRUITMENT, APPOINTMENT

The board will employ a superintendent to serve as the chief executive officer of the board, to conduct the daily operations of the school district, and to implement board policy with the power and duties prescribed by the board and the law.

The board will consider applicants that meet or exceed the standards set by the Iowa Department of Education and the qualifications established in the job description for the superintendent position. In employing a superintendent, the board will consider the qualifications, credentials and records of the applicants without regard to race, color, religion, ~~sex~~ **gender**, national origin, age, sexual orientation, gender identity, or disability, ***ancestry, creed, marital status, military service, veteran status, or any other legally protected status.*** ~~In keeping with the law, however, the board will consider the veteran status of the applicants.~~ The board will look closely at the training, experience, skill and demonstrated competence of qualified applicants in making its final decision.

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

The board may contract for assistance in the search for a superintendent.

Legal Reference: 29 U.S.C. §§ 621-634 (1994).
 42 U.S.C. §§ 2000e *et seq.* (1994).
 Iowa Code §§ 21.5(1)(i); 35C; 216; 279.8, .20 (2007).
 281 I.A.C. 12.4(4).
 1980 Op. Att'y Gen. 367.

Cross Reference: 200.2 Powers of the Board of Directors
 200.3 Responsibilities of the Board of Directors
 301 Administrative Structure
 302 Superintendent

Approved 06/19/2007

Reviewed _____

Revised 06/19/2007

SUPERINTENDENT CONTRACT AND CONTRACT NONRENEWAL

The length of the contract for employment between the superintendent and the board shall be determined by the board. The contract will begin on July 1 and end on June 30. The contract shall state the terms of employment.

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

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

It shall be the responsibility of the board to provide the contract for the position of superintendent.

If the superintendent wishes to resign, to be released from a contract, or to retire, the superintendent must comply with board policies dealing with retirement, release or resignation.

Legal Reference: Cook v Plainfield Community School District, 301 N.W.2d 771 (Iowa App. 1980).
Board of Education of Fort Madison Community School District v. Youel, 282 N.W.2d 677 (Iowa 1979).
Briggs v Board of Directors of Hinton Community School District, 282 N.W.2d 740 (Iowa 1979).
Luse v. Waco Community School District of Henry Co., 258 Iowa 1087, 141 N.W.2d 607 (1966).
 Iowa Code §§ 21.5(1)(i); 279.20, .22-.25 (2003).
 281 I.A.C. 12.4(4).

Cross Reference: 302 Superintendent

Approved 11/1/2004

Reviewed 10/16/2006

Revised _____

SUPERINTENDENT SALARY AND OTHER COMPENSATION

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

In addition to the salary and benefits, the superintendent's actual and necessary expenses shall be paid by the school district when the superintendent is performing work-related duties. It shall be within the discretion of the board to pay dues to professional organizations for the superintendent.

The board may approve the payment of dues and other benefits or compensation over and above the superintendent's contract. Approval of dues and other benefits or compensation shall be included in the records of the board in accordance with board policy.

Legal Reference: Iowa Code §§ 279.8, .20 (2003).
1984 Op. Att'y Gen. 47.

Cross Reference: 302 Superintendent

Approved 11/1/2004

Reviewed 10/16/2006

Revised _____

SUPERINTENDENT DUTIES

The board employs a superintendent of schools to serve as the chief executive officer of the board. The board delegates to the superintendent the authority to implement board policy and to execute decisions made by the board concerning the internal operations of the school district, unless specifically stated otherwise.

The superintendent shall be responsible for the implementation and execution of board policy and the observance of board policy by employees and students. The superintendent shall be responsible for overall supervision and discipline of employees and the education program.

In executing the above-stated duties, the superintendent shall consider the financial situation of the school district as well as the needs of the students. Specifically the superintendent:

- Interprets and implements all board policies and all state and federal laws relevant to education;
- Supervises, either directly or through delegation, all activities of the school system according to, and consistent with, the policies of the board;
- Represents the board as a liaison between the school district and the community;
- Establishes and maintains a program of public relations to keep the public well-informed of the activities and needs of the school district, effecting a wholesome and cooperative working relationship between the school district and the community;
- Attends and participates in all meetings of the board, except when the superintendent's employment or salary is under consideration when the superintendent has been excused, and makes recommendations affecting the school district;
- Reports to the board on such matters as deemed material to the understanding and proper management of the school district or as the board may request;
- Assumes responsibility for the overall financial planning of the district and for the preparation of the annual budget, and submits it to the board for review and approval;
- Establishes and maintains efficient procedures and effective controls for all expenditures of school district funds in accordance with the adopted budget, subject to the direction and approval of the board;
- Files, or causes to be filed, all reports required by law;
- Makes recommendations to the board for the selection of employees for the school district;
- Makes and records assignments and transfers of all employees pursuant to their qualifications;
- Employs such employees as may be necessary, within the limits of budgetary provisions and subject to the board's approval;
- Recommends to the board, for final action, the promotion, salary change, demotion, or dismissal of any employee;
- Prescribes rules for the classification and advancement of students, and for the transfer of students from one building to another in accordance with board policies;
- Summons employees of the school district to attend such regular and occasional meetings as are necessary to carry out the education program of the school district;

Approved 11/1/2004

Reviewed 11/20/2006

Revised _____

SUPERINTENDENT DUTIES

- Supervises methods of teaching, supervision, and administration in effect in the schools;
- Attends such conventions and conferences as are necessary to keep informed of the latest educational trends;
- Accepts responsibility for the general efficiency of the school system, for the development of the employees, and for the educational growth and welfare of the students;
- Defines educational needs and formulates policies and plans for recommendation to the board;
- Makes administrative decisions necessary for the proper functioning of the school district;
- Responsible for scheduling the use of buildings and grounds by all groups and/or organizations;
- Acts as the purchasing agent for the board, and establishes procedures for the purchase of books, materials and supplies;
- Approves vacation schedules for employees;
- Conducts periodic district administration meetings; and,
- Performs other duties as may be assigned by the board.
- Supervises the establishment or modification of the boundaries of school attendance and transportation areas subject to approval of the board.
- Directs studies of buildings and sites, taking into consideration population trends and the educational and cultural needs of the district in order to ensure timely decisions by the board and the electorate regarding construction and renovation projects.

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

Legal Reference: Iowa Code §§ 279.8, .20, 23A (2003).
281 I.A.C. 12.4(4).

Cross Reference: 209 Board of Directors' Management Procedures
301 Administrative Structure
302 Superintendent

EMPLOYEE RECORDS

The school district shall maintain personnel records on employees. The records are important for the daily administration of the educational program, for implementing board policy, for budget and financial planning, and for meeting state and federal requirements.

The records shall include, but not be limited to, records necessary for the daily administration of the school district, salary records, evaluations, application for employment, references, and other items needed to carry out board policy. Employee personnel files are school district records and are considered confidential records and therefore are not generally open to public inspection or accessibility. Only in certain limited instances, when the employee has given a signed consent, will employee personnel records be accessible to individuals other than the employee or authorized school officials.

Employees may have access to their personnel files, with the exception of letters of reference, and copy items from their personnel files at a time mutually agreed upon between the superintendent and the employee. The school district may charge a reasonable fee for each copy. However, employees will not be allowed access to the employment references written on behalf of the employee. Board members will generally only have access to an employee's file when it is necessary because of an employee related matter before the board.

It shall be the responsibility of the superintendent to keep employees' personnel files current. The board secretary shall be the custodian of employee records.

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

Legal Reference: Iowa Code chs. 20; 21; 22; 91B (2003).
Clymer v. City of Cedar Rapids, No. 209/97-1705 (Iowa 1999).
Des Moines Independent Community School District v. Des Moines Register and Tribune Company, 487 N.W. 2d 666 (Iowa 1992).
City of Dubuque v. Telegraph Herald, Inc., 297 N.W. 2d 523 (Iowa 1980).

Cross Reference: 402.1 Release of Credit Information
 403 Employees' Health and Well-Being
 708 Care, Maintenance and Disposal of School District Records

Approved 11/1/2004

Reviewed 08/20/2007

Revised _____

EMPLOYEE RECORDS REGULATION

Employee Personnel Records Content

1. Employee personnel records may contain the following information:
 - Personal information including, but not limited to, name, address, telephone number, emergency numbers, birth date and spouse.
 - Individual employment contract.
 - Evaluations.
 - Application, resume and references.
 - Salary information.
 - Copy of the employee's license or certificate, if needed for the position.
 - Educational transcripts.
 - Assignment.
 - Records of disciplinary matters.
2. Employee health and medical records ~~shall~~ *may* be kept in a file separate from the employee's personnel records. Health and medical records may contain, but are not limited to:
 - Medical professional signed physical form.
 - Sick or long-term disability leave days.
 - Worker's compensation claims.
 - Reasonable accommodation made by the school district to accommodate the employee's disability.
 - Employee's medical history.
 - Employee emergency names and numbers.
 - Family and medical leave request forms.

Applicant File Records Content

Records on applicants for positions with the school district shall be maintained in the central administration office. The records shall include, but not be limited to:

- Application for employment.
- Resume.
- References.
- Evidence of appropriate license or certificate, if necessary for the position for which the individual applied.
- Affirmative action form, if submitted.

EMPLOYEE RECORDS REGULATION

Record Access

Only authorized school officials shall have access to an employee's records without the written consent of the employee. Authorized school officials may include, but not be limited to, the superintendent, building principal, or board secretary. In the case of a medical emergency, the school nurse or other first aid or safety personnel may have access to the employee's health or medical file without the consent of the employee. Board members will generally only have access to an employee's personnel file without the consent of the employee when necessary for the conducting of board business.

Confidential records include, but are not necessarily limited to, birth dates, addresses, gender, employment applications, performance evaluations and individual test scores.

Employee Record Retention

All employee records, except payroll and salary records, shall be maintained for a minimum of seven years after termination of employment with the district. Applicant records shall be maintained for minimum of ~~seven years~~ **one year** after the position was filled. Payroll and salary records shall be maintained for a minimum of three years after payment.

INTERNET ACCEPTABLE USE POLICY FOR STAFF

The Independence Community School District offers its staff access to Internet services in order to enhance our educational resources. Our goal in providing this service is to promote educational excellence in our District by facilitating sharing and communication, and improving access to educational information. The use of the District's networking infrastructure is limited to educational development activities. This Acceptable Use Policy (AUP) applies to all ICSD staff (including substitutes) and visitors of this district and to those using the ICSD IT resources. For the purposes of this document, the term 'Internet' includes, but is not limited to, web services, chat rooms, bulletin boards, newsgroups, peer-to-peer file sharing and instant messaging software. Anything on the District's networking infrastructure, whether from the Internet or e-mail or otherwise, is considered a public record and may be accessed by anyone who asks for access. While there may be a specific exception that would provide for confidentiality of information, this will be rare unless personal information about a student or staff member is being disclosed. Employees should exercise care, caution and discretion when using technology. Employees should not expect that any use of the District's networking infrastructure or the information contained therein is considered private.

General Principles

- Use of the Internet by ICSD staff is permitted and encouraged where such use supports the goals and objectives of ICSD. Limited personal use is considered acceptable.
- Use of Internet is monitored for security and/network management reasons. Users may also be subject to limitations on their use of such resources.
- The distribution of any information through the ICSD network is subject to the scrutiny of the ICSD. The ICSD reserves the right to determine the suitability of this information.
- The use of computing resources is subject to ICSD regulations and any illegal use or violation of any board policy, regulation or law will be dealt with appropriately.
- Any costs associated with the employee's inappropriate use of technology will be borne by the employee.

Unacceptable Use or Behavior

It is unacceptable to:

- Visit Internet sites that contain obscene, pornographic, hateful or other objectionable materials (unless this has been approved by the district administration).
- Make or post indecent remarks, proposals or materials on the Internet including racist or sexist jokes and defamatory comments.
- Upload, download or otherwise transmit commercial software or any copyrighted materials belonging to parties outside of the ICSD, or the ICSD itself, unless this download is covered or permitted under a commercial agreement or other such license.
- Download any software or electronic files without implementing virus protection measures that have been approved by the ICSD.
- Intentionally interfere with the normal operation of the network, including the propagation of computer viruses and sustained high volume network traffic that substantially hinders others in their use of the network.
- Monitor network traffic content or scan devices connected to the network.
- Use ICSD network for purposes unrelated to educational activities or for personal gain.
- ~~Access any social networking sites by use of the District's computers and networking infrastructure.~~
- Disclose on any social networking site any student or other employee personal information or image, which are protected, without the consent of the student's parent or the employee.

Approved 07/18/2005

Reviewed 09/17/2007

Revised 06/15/2009
09/21/2009

INTERNET ACCEPTABLE USE POLICY FOR STAFF

Users should:

- If you become aware that there has been unauthorized access to your computer, you must raise it immediately with a Media Specialist or the Technology Director because of the implications for the security of the ICSD network and personal data.
- Record any instances where you have accessed inappropriate sites by accident. For example, this may be through mistyping an address or spam email link.
- Log out of the computer when you have finished.

Monitoring

The ICSD accepts that the use of the Internet is an extremely valuable business, research and learning tool. However, misuse of such a facility can have a detrimental effect on other users and potentially the district's public profile. As a result, ICSD monitors:

- The volume of Internet and network traffic, as well as the Internet sites visited by users.
- ICSD maintains the right to access user Internet accounts at anytime without prior notice in the pursuit of an appropriately authorized investigation or internal/external audit.
- Disciplinary action as deemed appropriate by the ICSD Administration may be taken up to and including termination of employment for violation/misuse of Internet services.

Legal References: Iowa Code

Cross References: 605.5 Media Centers
 605.6 Internet – Appropriate Use

EMAIL ACCEPTABLE USE POLICY FOR STAFF

The Independence Community School District offers its staff access to electronic mail services in order to enhance our educational resources. Our goal in providing this service is to promote educational excellence in our District by facilitating sharing and communication, and improving access to educational information. The use of the District's networking infrastructure is limited to educational development activities. This Email Acceptable Use Policy (AUP) applies to all ICSD staff (including substitutes) and visitors of this district and to those using the ICSD IT resources. Employees should not expect that any use of email is considered private.

General Principles

- Use of email by ICSD employees is permitted and encouraged where such use is suitable for district purposes and supports the goals and objectives of ICSD. Email is to be used in a manner that is consistent with the district's standards of professional conduct and as part of the normal execution of an employee's job responsibility.
- ICSD email accounts are to be used for school business. Limited personal use is considered acceptable.
- ICSD will directly access staff email accounts in the pursuit of an appropriately authorized legal or disciplinary investigation.
- Use of email may be subject to monitoring for security and/or network management reasons. Users may also be subject to limitations on their use of such resources.
- The distribution of any information through the ICSD network is subject to the scrutiny of ICSD. The Technology Director reserves the right to determine the suitability of this information.
- The use of computing resources is subject to ICSD regulations and any illegal use will be dealt with appropriately.

Unacceptable Use or Behavior

It is unacceptable to:

- Solicit emails that are unrelated to business activities or for personal gain.
- Send any material that is obscene or defamatory or which is intended to annoy, harass or intimidate another person.
- Represent personal opinions as those of ICSD.
- Upload, download or otherwise transmit commercial software or any copyrighted materials belonging to parties outside of ICSD, or ICSD itself.
- Reveal or publicize confidential or proprietary information that includes, but is not limited to, financial information, databases and the information contained therein, and computer network access codes.
- ~~Waste time on non-school business.~~

Approved 07/18/2005

Reviewed 09/17/2007

Revised 06/15/2009

EMAIL ACCEPTABLE USE POLICY FOR STAFF

Users should:

- Keep emails brief and use meaningful subject lines.
- Re-read messages before sending to check for clarity and to make sure that they contain nothing that will embarrass the organization or make it liable.
- Understand how to use - and don't mismanage - CC and BCC: (only CC people that really need to receive the email).
- Use file compression techniques for large documents or send them using an alternative method.
- Archive effectively - use folders and delete any messages you no longer need.
- Never reply to spam.
- Avoid using email for sensitive or emotional messages or offensive content.
- Take care in drafting emails, taking into account any form of discrimination, harassment, and ICSD representation.
- Staff emails are a form of district communication and therefore should be drafted with the same care as letters.
- Users should be careful when replying to emails previously sent to a group.
- Ensure your terminal is locked or logged out when you leave your desk; a malicious user could send messages in your name.
- Avoid 'Mail Storms' - long discussions sent to a distribution list - consider verbal communication or use a bulletin board.
- ~~Junk and trash folders need to be purged on a weekly basis.~~

Monitoring

The ICSD accepts that the use of email is an extremely valuable business, research and learning tool. However, misuse of such a facility can have a detrimental effect on other users and potentially the ICSD public profile. As a result:

- ICSD maintains the right to access user email accounts in the pursuit of an appropriately authorized investigation.
- The specific content of any transactions will not be monitored unless there is a suspicion of improper use; however, all mail content will be archived for future retrieval if necessary.
- Disciplinary action as deemed appropriate by the ICSD Administration may be taken up to and including termination for violation/misuse of email accounts.

Legal Reference: Iowa Code

Cross References: 605.5 Media Center
605.6 Internet – Appropriate Use
401.17 Internet Acceptable Use Policy

INTERNET - APPROPRIATE USE

Because technology is a vital part of the school district curriculum, the Internet will be made available to employees and students. Appropriate and equitable use of the Internet will allow employees and students to access resources unavailable through traditional means.

~~Individual student accounts will be assigned and used throughout the District. Students will not be assigned a District email address, but may utilize student personal email addresses. If students do not utilize a personal email address, the District may choose to setup a free online account for specific educational requirements. Students must be granted permissions to use and check email during the school day. Students should not open attachments in email without direct supervision of the attachment.~~ ***Individual student networks accounts will be assigned and used throughout the District. Student will also be assigned a valid District controlled email address. Students will be able to send and receive email from within and outside of the district. The email account is provided at no additional cost, but Internet access outside of the district will not be provided. The purpose of this email account is educational and should be treated as a professional-business account. Students must use caution when opening email attachments. Attachments may contain viruses and other malicious code.***

The Internet provides a vast collection of educational resources for students and employees. It is a global network which makes it impossible to control all available information. Because information appears, disappears and changes constantly, it is not possible to predict or control what students may locate. The District makes no guarantees as to the accuracy or appropriateness of information received on the Internet. Although students will be under teacher supervision while on the network, it is not possible to constantly monitor individual students and what they are accessing on the network. Some students might encounter information that may not be appropriate or of educational value. Student Internet records and access records are confidential to the extent possible and are treated like other student records. Student Internet records and access records are subject to access and examination by District personnel. Students' Internet activities will be monitored by the District to ensure, to the extent possible, that students are not accessing inappropriate sites that have visual depictions that include obscenity, child pornography or are harmful to minors. (The District will use technology protection measures to help protect students from inappropriate access.)

Employees and students will be instructed on the appropriate use of the Internet. Parents will be required to sign a form stating they have read and understand the policies related to Internet use. Students need to have access to the Internet to complete many assignments and to successfully complete the curriculum goals of the District. Students will sign a form acknowledging they have read and understand the Internet - Acceptable Use policy and regulations, that they will comply with the policy and regulations and understand there are disciplinary consequences for violation of the policy or regulations.

Legal References: Iowa Code § 279.8 (2003).

Cross References: 502 Student Rights and Responsibilities
506 Student Records
605.5 Media Centers

Approved 11/1/2004

Reviewed 06/15/2009

Revised 08/22/2005
09/21/2009

ELEMENTARY INTERNET ACCESS FORM

I have read the District's Internet - Appropriate Use policy and regulations. I understand that the Internet is a world-wide connection of millions of computers and network devices and that the Independence Community School District does not control its content. I understand that, while the District filters content to prevent access to inappropriate sites, the District cannot guarantee complete protection from questionable sites.

I understand that students at the Independence Elementary Schools will access the Internet only under direct adult supervision and only for educational purposes. I further understand that if my child violates the District's Internet - Appropriate Use policy and regulations, he/she may be subject to disciplinary action. Finally, I understand that the District is not responsible for student Internet access outside the school setting.

I have read and understand the District's Internet Policy. Once the form is signed, it is considered to be in effect while my child attends any elementary building in this district and for the duration my child is continuously enrolled within the District. Parents and students may review the District's policy at any time and may ask for clarification from District personnel.

Student Name _____ Grade _____

School _____ Date _____

(Parent or guardian's signature)

~~MIDDLE SCHOOL AND HIGH SCHOOL~~ **SECONDARY** INTERNET ACCESS FORM

As a user of the Independence Community School District's computer and Internet resources, I hereby agree to comply with the District's Internet - Appropriate Use policy and regulations and to use these resources in a reliable fashion while honoring all relevant laws and restrictions.

(Date)_____
(Student signature)

As the parent/guardian of the above named student, I have read and understand the District's Internet - Appropriate Use policy and regulations. I understand that my child is expected to follow the guidelines in said policy and regulations concerning appropriate use of the School District's computer network.

I further understand that the Internet is a world-wide connection among millions of computers and that the District does not control its content. I understand that, while the District filters content to limit access to appropriate sites, the District cannot guarantee complete protection from questionable sites. Additionally, I understand that there is a potential for my son/daughter to access information on the Internet that is inappropriate for students and that every reasonable effort will be made on the part of the faculty and staff of the District to restrict access to such information, but that my son/daughter is ultimately responsible for restricting himself/herself from inappropriate information.

I realize that if my child violates the District's Internet - Acceptable Use policy or regulations, he/she may be subject to disciplinary action.

I expect my son/daughter to use the District's Internet resources in compliance with the policy and regulations. I further understand if my son/daughter causes expense to the District by inappropriate Internet use, this cost will be passed to the student and to the undersigned. Once this form is signed it is considered to be in effect while my child continuously attends grades 6-12. Parents and students may review the District's policy at any time and may ask for clarification from District personnel.

Student Name _____ Grade _____

School _____ Date _____

(Parent or guardian's signature)

INTERNET - APPROPRIATE USE REGULATION

I. Responsibility for Internet Appropriate Use.

- A. The authority for appropriate use of electronic Internet resources is delegated to the licensed employees. For the purpose of this policy, Internet is defined as:

A collection of ~~more than 20,000~~ interconnected computer networks involving ~~an estimated 1.5 million~~ **millions of** computers and ~~25 million~~ **millions of** users around the world. It is a collaboration of private, public, educational, governmental and industrial sponsored networks whose operators cooperate to maintain the network infrastructure.

- B. Instruction in the proper use of the Internet system will be available to employees who will then provide similar instruction to their students.
- C. Employees are expected to practice appropriate use of the Internet, and violations may result in discipline up to, and including, discharge.

II. Internet Access.

- A. Access to the Internet is available to teachers and students as a source of information and a vehicle of communication.
- B. Making Internet access available to students carries with it the potential that some students might encounter information that may not be appropriate for students. However, on a global network, it is impossible to control all materials. Because information on the Internet appears, disappears and changes, it is not possible to predict or control what students may locate.
- C. It is a goal to allow teachers and students access to the rich opportunities on the Internet.
- D. The smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines which require efficient, ethical and legal utilization of network resources.
- E. To reduce unnecessary system traffic, users may use real-time conference features such as talk/chat/Internet relay chat only as approved by the supervising teacher.
- F. Transmission of material, information or software in violation of any board policy or regulation is prohibited.
- G. System users will perform a virus check on downloaded files to avoid spreading computer viruses.
- H. The school district makes no guarantees as to the accuracy of information received on the Internet.

INTERNET - APPROPRIATE USE REGULATION

- III. Permission to Use Internet - Parents shall be required to sign the form appropriate for their student's grade acknowledging they have read and understand the policy and regulations regarding Internet use. Once the form is signed, it is valid for continuous enrollment at either the K-5 ~~6~~ or 6 ~~7~~-12 grade levels. Students/parents will need to sign a new form if: they are new to the district, student entering the 6th ~~7th~~ grade; student has a policy violation; or when enrollment in the District has not been continuous from year to year.
- IV. Student Use of Internet.
- A. Equal Opportunity - The Internet shall be available to all students within the school district through teacher supervision. The amount of time available for each student may be limited by the number of available terminals and the demands for each terminal.
- B. On-line Etiquette.
1. The use of the network is a privilege and is considered a necessity for successful education. As a user of the Internet, students may be allowed access to other networks. Each network may have its own set of policies and procedures. It is the user's responsibility to abide by the policies and procedures of these other networks.
 2. Students should adhere to on-line protocol:
 - a. Respect all copyright and license agreements.
 - b. Cite all quotes, references and sources.
 - c. Remain on the system long enough to get needed information, then exit the system.
 - d. Apply the same privacy, ethical and educational considerations utilized in other forms of communication.
 3. Student email accounts should adhere to the following guidelines:
 - a. Keep in mind that e-mail is not confidential and may be read or accessed by third parties.
 - b. Inappropriate messages should not be sent.
 - c. Delete unwanted messages immediately.
 - d. Use of objectionable language is prohibited.
 - e. Always sign messages.
 - f. Always acknowledge receipt of a document or file.

INTERNET - APPROPRIATE USE REGULATION

- C. Restricted Material - Students shall not intentionally access or download any text file or picture or engage in any conference that includes material which is obscene, libelous, indecent, vulgar, profane or lewd; advertises any product or service not permitted to minors by law; constitutes insulting or fighting words, the very expression of which injures or harasses others; or presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- D. Unauthorized Costs - If a student gains access to any service via the Internet which has a cost involved or if a student incurs other types of costs, the student accessing such a service will be responsible for those costs.
- E. If a student is engaged in network activity which causes harm to our District's network, the District may collect payment from the student to reimburse the District for resulting costs.

V. Student Violations--Consequences and Notifications.

Students who access restricted items on the Internet shall be subject to the appropriate action described in board policy or regulations. ~~or the following consequences:~~

- ~~1. First Violation—A verbal and written "Warning" notice will be issued to the student. The student may lose Internet access for a period of _____ at the discretion of the supervising teacher. A copy of the notice will be mailed to the student's parent and a copy provided to the building principal.~~
- ~~2. Second Violation—A verbal and written "Second Violation" notice will be issued to the student. A copy of the notice will be sent to the student's parent and a copy provided to the building principal. The student shall forfeit all Internet privileges for a minimum period of _____.~~
- ~~3. Third Violation—A verbal and written "Third Violation" notice will be issued to the student. A copy of the notice will be sent to the student's parent and a copy provided to the building principal. The student shall forfeit all Internet privileges for _____ or for the balance of the school year.~~

The District does not believe it is in the best interest of the student or our curriculum to restrict complete access to the Internet for violation of policies. The Internet and the vast resources are too valuable to restrict for a period of time. We do, however, recognize the need to have consequences in place for violation of policy. These consequences need to be age appropriate and may need to change as the Internet evolves. As part of the consequences, students/parents will need to review the Internet policy and re-sign their understanding of the policies and regulations. Students who violate the Internet - Acceptable Use policy shall be subject to the appropriate action described in the District's discipline policy or student handbook.

SUPERINTENDENT EVALUATION

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

The formal evaluation will be based upon the following principles:

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

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

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

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

Cross Reference: 212 Closed Sessions
 302 Superintendent

Approved 11/1/2004

Reviewed 11/20/2006

Revised _____

SUPERINTENDENT PROFESSIONAL DEVELOPMENT

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

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

The superintendent shall report to the board after an event.

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

Cross Reference: 303.7 Administrator Professional Development
401.7 Employee Travel Compensation

Approved 11/1/2004

Reviewed 11/20/2006

Revised _____

SUPERINTENDENT CIVIC ACTIVITIES

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

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

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

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

Approved 11/1/2004

Reviewed 12/19/2006

Revised _____

SUPERINTENDENT CONSULTING/OUTSIDE EMPLOYMENT

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

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

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

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

Approved 11/1/2004

Reviewed 12/19/2006

Revised _____

Independence Community School District

03/14/2011 06:37 PM

Fund: 10 OPERATING FUND

Period Vendor Report by Fund

02/01/2011 - 02/28/2011

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User ID: ARF

<u>Vendor Name</u>		<u>Total</u>
ACE INDUSTRIAL SUPPLY, INC	SUPPLIES	301.00
ADVANCED SYSTEMS INC	SUPPLIES	63.48
AHLERS AND COONEY, P.C.	SERVICES	93.00
APPLE BOOKS	TEXT BOOKS	1,971.42
APPLE INC	EQUIPMENT	256.50
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	93,092.72
AUTO-JET MUFFLER CORPORATION	SUPPLIES	79.32
B & R ERECTORS, INC.	SERVICE	195.00
BEGINNING READING CONFERENCE	REG/FEES/DUES	135.00
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES	177.90
BIRD, HARRY	BAND JUDGE	200.00
BLAISDELL, MARY JEAN	REIMBURSEMENT	74.02
BUDGETEXT, INC.	TEXTBOOKS	315.00
BUSINESS SYSTEMS INC.	SUPPLIES	2,094.34
CENTER POINT-URBANA COMMUNITY SCHOOL	OE TUITION	5,059.00
CITY LAUNDERING CO	SERVICE	51.83
COLE, BRIAN	BAND JUDGE	200.00
CONSOLIDATED ENERGY CO/HARTLAND FUEL	DIESEL	3,507.00
CONSOLIDATED ENERGY COMPANY	DIESEL	3,427.45
COULTER, ASHLEY	REIMBURSEMENT	14.40
CY & CHARLEY'S INC	REPAIRS/MAINT	43.00
DELTA	SUPPLIES	999.04
DOORS INC.	IMPROVEMENTS	175.00
EDUCATION CITY INC.	SUPPLIES	990.00
EDUCATIONAL DESIGNERS	SUPPLIES	39.95
ELECTRICAL ENGINEERING & EQUIP	IMPROVEMENT	898.04
ERIC ARMIN INC.	SUPPLIES	5,214.97
ESCHEN TARPY NAPA	SUPPLIES	694.17
EVANS, HEIDI	REIMBURSEMENT	60.00
EXCEPTIONAL PERSONS, INC	SERVICE	43.36
FAREWAY STORES INC	SUPPLIES	15.77
FARM PLAN	SUPPLIES	239.06
FASTENAL COMPANY	SUPPLIES	11.39
FITZPATRICK WATER & PLUMBING, INC.	SUPPLIES/SERVICE	75.00
FOLLETT LIBRARY RESOURCES	SUPPLIES	259.58
FOUR OAKS-RESIDENTAL	INSTRUCTION	4,706.40
FRISBEY, ANDREA	REIMBURSEMENT	36.48
FUSION FORWARD	SERVICES	600.00
GAGE EXTERMINATING	SERVICES	100.00
GIDDINGS, BETTY	REIMBURSEMENT	45.39
GOPHER SPORT	SUPPLIES	135.51
HADDOCK CORPORATION	EQUIPMENT	1,959.00
HAWKEYE ALARM SIGNAL COMPANY	SERVICES	403.25
HEARTLAND PAPER COMPANY	SUPPLIES	259.69
HYDE TELECOM	SERVICE	150.00
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT	4,324.60
INDEPENDENCE LIGHT & POWER	UTILITIES	17,585.66
IOWA COMMUNICATIONS NETWORK	SERVICE	598.97

Independence Community School District
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Fund: 10 OPERATING FUND

Period Vendor Report by Fund
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<u>Vendor Name</u>		<u>Total</u>
IOWA HIGH SCHOOL SPEECH ASSOC.	DUES/FEES/SUPPLIES	249.00
IOWA POWERSCHOOL USERS GROUP	REG FEES	75.00
IOWA SCHOOL COUNSELOR ASSOCIATION	SERVICE	115.00
IOWA WATER MANAGEMENT, CORP.	SERVICE	165.00
JASON OHRT SNOW REMOVAL	SNOW REMOVAL	1,924.25
JOHNSTONE SUPPLY	SUPPLIES	304.67
KEPHART'S MUSIC CENTER INC	SUPPLIES	243.50
KEY EQUIPMENT FINANCE	LEASE AGREEMENT	448.95
KIDSVILLE	REIMBURSEMENT	5,306.54
KWIK TRIP/KWIK STAR STORES	GASOLINE	1,695.87
LUKES, HELEN	REIMBURSEMENT	4.24
LYNCH DALLAS PC	SERVICES	2,360.10
MARTIN BROS DIST CO	SUPPLIES	96.55
MAXIMOVICH, VALERIE	REIMBURSEMENT	91.89
MAXIMUS	SERVICE	(1,680.00)
MCGRAW'S CARPETS	IMPROVEMENT	75.00
MENARDS	SUPPLIES	61.54
MERRITT, SANDRA	REIMBURSEMENT	29.13
MIDAMERICAN ENERGY CO.	NATURAL GAS	28,337.77
MODEL ME KIDS, LLC	SUPPLIES	94.75
NASCO	SUPPLIES	106.94
OELWEIN COMMUNITY SCHOOLS	TUIT/FEES/REIMB	150.00
OELWEIN PUBLISHING COMPANY	ADS/LEGALS	244.70
OFFICE DEPOT, INC	SUPPLIES	429.09
OFFICE TOWNE, INC.	SUPPLIES	30.56
ON SITE HEALTH SERVICES	SERVICE	1,265.00
O'REILLY AUTOMOTIVE, INC.	SUPPLIES	11.35
PAETEC	UTILITIES	2,385.10
PINICON FORD INC	SERVICE	469.11
PITNEY BOWES	LEASE	107.00
PIZZA RANCH	SUPPLIES	25.00
PLUMB SUPPLY COMPANY	IMPROVEMENT	45.29
PRINT EXPRESS-MILLER PRINTERIE	SERVICES	204.00
PRO-ED	SUPPLIES	79.00
PSAT/NMSQT	TESTING SERVICE	365.00
READING RECOVERY COUNCIL	REG/FEES	60.00
REINKOESTER, CASEY	REIMBURSEMENT	55.20
REX'S REFILLS & SUPPLIES	SUPPLIES	1,041.74
RITE PRICE OFFICE SUPPLY INC	SUPPLIES	18.39
ROBERTS DAIRY COMPANY	DAIRY	5.96
SAM'S CLUB DIRECT	SUPPLIES	48.60
SCHOOL BUS SALES	VEHICLE/SUPPLIES	79.68
SCHOOL HEALTH CORP	SUPPLIES	39.45
SHELDON, STEPHANIE	REIMBURSEMENT	24.66
SIMPLICITY PATTERN CO INC	SUPPLIES	10.00
SPAHN & ROSE LUMBER CO INC	SUPPLIES	203.55
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT	4,920.36
SUPERIOR CLEANING SERVICES LTD	SERVICE	3,775.00

Fund: 10 OPERATING FUND

<u>Vendor Name</u>		<u>Total</u>
TEACHING STRATEGIES GOLD	ASSESSMENT	77.82
TEGTMEIER PIANO TUNING	SERVICES	81.50
THE DES MOINES REGISTER	ADS/LEGALS	213.36
THE GAZETTE	SUBSCRIPTION	156.95
THE NEWS	ADS/LEGALS	490.12
THOMAS, PAT	REIMBURSEMENT	18.24
U.S. CELLULAR	TELEPHONE	679.13
VERN'S TRUE VALUE	SUPPLIES	732.90
VIPS	EQUIPMENT	1,223.70
VISA CARD SERVICES	SUPPLIES	420.98
WALMART COMMUNITY	SUPPLIES	246.57
WASTE MANAGEMENT OF WI-MN	SERVICE	1,856.22
WEBER PAPER COMPANY	SUPPLIES	541.54
WEST MUSIC CO INC	SUP/SRV	109.80
ZIESER, RHONDA	REIMBURSEMENT	96.00
Vendors Listed:	111	Total: 215,114.97

Fund: 21 STUDENT ACTIVITY FUND

<u>Vendor Name</u>		<u>Total</u>
ABBOTT, PETER	OFFICIAL	80.00
ACE FUNDRAISING	SUPPLIES	1,986.50
ANDREWS, RANDY	OFFICIAL	370.00
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	53.52
BARLOON, KATHLEEN	REIMBURSEMENT	475.68
BEHAN, GERALD	OFFICIAL	160.00
BENTON COMMUNITY HIGH SCHOOL	FEES	105.00
BEUTER, JON A	OFFICIAL	110.50
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES	702.00
BISGARD, JACE	OFFICIAL	80.00
BLUMHARDT, WAYDE	OFFICIAL	80.00
BROGHAMMER, PAUL	OFFICIAL	143.00
CLARK, KYLE	OFFICIAL	80.00
CROSSLEY, KELLY	REIMBURSEMENT	6.99
CUSICK, DAVE	OFFICIAL	95.00
DOWN, KEVIN	OFFICIAL	164.00
DOYLE, MICHAEL	MEALS	540.00
DUMOCIEN, CURTIS	OFFICIAL	80.00
DVORAK, JOHN	OFFICIAL	80.00
EAST BUCHANAN COMMUNITY SCHOOL	REIMB/FEES/TUIT	35.00
EAST MARSHALL	FEES	100.00
FOPMA, JOEL	OFFICIAL	80.00
GATES, GREGORY	OFFICIAL	220.00
GOLFSMITH	SUPPLIES	125.95
GREGG'S SPORTING GOODS	SUPPLIES	248.45
GTM SPORTSWEAR	SUPPLIES	1,056.00
HALVERSON, LOGAN	REIMBURSEMENT	15.00
HANSEN, PETE	OFFICIAL	95.00
HAYES, DANIEL	OFFICIAL	131.00
I.C.S. GENERAL FUND	REIMBURSEMENT	2,992.00
INDEPENDENCE MUSTANG BOOSTER CLUB	REIMBURSEMENT	5,464.65
INNOVATION DESIGNS, LLC, DBA BRENNAN	SUPPLIES	131.25
IOWA DIRECT EQUIP & APPRAISAL	EQUIPMENT	150.00
JASPERS, JACK	OFFICIAL	80.00
JOHNSON, ERIK	OFFICIAL	100.10
KESSLERS TEAM SPORTS, INC.	SUPPLIES	420.00
LAW, CHRIS	OFFICIAL	80.00
MAKE MUSIC	SUPPLIES	212.00
MATHIAS, JOHN	OFFICIAL	80.00
MAXIMOVICH, VALERIE	REIMBURSEMENT	13.98
MERRITT, SANDRA	REIMBURSEMENT	12.58
MOORE MEDICAL, LLC	SUPPLIES	1,257.94
MURPHY, BOB	OFFICIAL	107.50
NABER II, WILLIAM G.	OFFICIAL	80.00
NEIL, TERI	STATS KEEPER	1,000.00
ORIENTAL TRADING CO	SUPPLIES	68.88
ORTNER, BRIAN	OFFICIAL	125.00
PEPSI-COLA GEN BOT IN	SUPPLIES	2,149.18

Fund: 21 STUDENT ACTIVITY FUND

<u>Vendor Name</u>		<u>Total</u>
PETERSEN, ANDY	OFFICIAL	80.00
POCH, BILL	OFFICIAL	102.50
RICHTER, ROBERT	OFFICIAL	170.00
SAM'S CLUB DIRECT	SUPPLIES	184.15
SCHUELLER, ROGER	OFFICIAL	80.00
SETTERH, MARK	OFFICIAL	80.00
SOMMERFELT, KIM	REIMBURSEMENT	212.33
STEEGE, NATE	OFFICIAL	80.00
THIEL, BRAD	OFFICIAL	80.00
TURNER, TYLER	OFFICIAL	80.00
UNIVERSITY OF IOWA, THE	REG FEES	200.00
WALLACE, STEVE	OFFICIAL	80.00
WALMART COMMUNITY	SUPPLIES	78.62
WATERLOO EAST HIGH SCHOOL	ENTRY FEE	100.00
Vendors Listed:	62	Total: 23,631.25

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Fund: 22 MANAGEMENT FUND

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<u>Vendor Name</u>	<u>Total</u>
AUL SPECIAL PAY TRUST	223.31
EMPLOYEE INVESTMENTS	
Vendors Listed: 1	Total: <u>223.31</u>

Fund: 23 PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>		<u>Total</u>
APPLE INC	EQUIPMENT	55,513.25
DOORS INC.	IMPROVEMENTS	4,172.24
I.C.S. GENERAL FUND	REIMBURSEMENT	2,033.43
Vendors Listed:	3	Total: <u>61,718.92</u>

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Fund: 33 LOCAL OPTION SALES AND SERVICES TAX

<u>Vendor Name</u>		<u>Total</u>
PLUMB SUPPLY COMPANY	IMPROVEMENT	1,552.18
STANTEC CONSULTING SERVICES INC	SERVICE	1,407.00
TENDER LAWN CARE	SERVICES	4,404.60
VIPS	EQUIPMENT	619.40
WBC MECHANICAL, INC.	IMPROVEMENT	4,439.99
Vendors Listed:	5	Total: 12,423.17

Fund: 61 SCHOOL NUTRITION FUND

<u>Vendor Name</u>		<u>Total</u>
CROSSLEY, KELLY	REIMBURSEMENT	34.74
FAREWAY STORES INC	SUPPLIES	3.88
GOODWIN TUCKER GROUP	REPAIRS/MAINT	714.03
HAWKEYE FOODSERVICE	SUPPLIES	14,262.67
INTERSTATE BRANDS CORP.	BREAD	1,165.90
KECK INC	SUPPLIES	2,268.68
KIDSVILLE	REIMBURSEMENT	304.80
MARTIN BROS DIST CO	SUPPLIES	2,853.38
OFFICE TOWNE, INC.	SUPPLIES	353.31
ROBERTS DAIRY COMPANY	DAIRY	4,901.72
Vendors Listed:	10	Total: 26,863.11

<u>Vendor Name</u>		<u>Total</u>
BLAND'S FLOWER SHOP INC	FLOWERS	40.00
HAUSERS WATER SYSTEM	SUPPLIES	16.00
MARY'S FLOWER PATCH	SERVICE	15.99
Vendors Listed:	3	Total: <u>71.99</u>

<u>Vendor Name</u>	<u>Vendor Description</u>	
Checking	1	
Checking Account: 1	Fund: 10	OPERATING FUND
ADAMS BOOK COMPANY, INC.	TEXTBOOKS	
	Vendor Total:	872.87
ADVANCED SYSTEMS INC	SUPPLIES	
	Vendor Total:	63.48
AHLERS AND COONEY, P.C.	SERVICES	
	Vendor Total:	237.74
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV	
	Vendor Total:	1,297.15
BEYER, JAYME	REIMBURSEMENT	
	Vendor Total:	65.28
BRANDON AREA COMMUNITY CENTER	RENT	
	Vendor Total:	50.00
BUSINESS SYSTEMS INC.	SUPPLIES	
	Vendor Total:	1,198.98
CEDAR FALLS COMMUNITY SCHOOLS	OE TUITION	
	Vendor Total:	1,442.00
CENTER POINT-URBANA COMMUNITY SCHOOL	OE TUITION	
	Vendor Total:	34,608.00
CHIEF ARCHITECT, INC.	SUPPLIES	
	Vendor Total:	295.00
CITY LAUNDERING CO	SERVICE	
	Vendor Total:	50.00
CONSOLIDATED ENERGY CO/HARTLAND FUEL	DIESEL	
	Vendor Total:	5,520.88
COULTER, ASHLEY	REIMBURSEMENT	
	Vendor Total:	12.48
CY & CHARLEY'S INC	REPAIRS/MAINT	
	Vendor Total:	44.00
DENNY'S SERVICE & REPAIR	REPAIRS	
	Vendor Total:	173.25
DEPARTMENT OF ADMINISTRATIVE SERVICES	SERVICES	
	Vendor Total:	250.00
EAST BUCHANAN COMMUNITY SCHOOL	REIMB/FEES/TUIT	
	Vendor Total:	25,956.00
EDUCATION CENTER, INC.	SUPPLIES	
	Vendor Total:	297.00
ELECTRICAL ENGINEERING & EQUIP	IMPROVEMENT	
	Vendor Total:	3,127.54
ESCHEN TARPY NAPA	SUPPLIES	
	Vendor Total:	117.00
EXCEPTIONAL PERSONS, INC	SERVICE	
	Vendor Total:	22.32
FAREWAY STORES INC	SUPPLIES	
	Vendor Total:	205.32
FARM PLAN	SUPPLIES	
	Vendor Total:	80.18
FASTENAL COMPANY	SUPPLIES	
	Vendor Total:	59.48

<u>Vendor Name</u>	<u>Vendor Description</u>		
FOLLETT LIBRARY RESOURCES	SUPPLIES	Vendor Total:	68.96
FOUR OAKS-RESIDENTAL	INSTRUCTION	Vendor Total:	131,897.14
GAGE EXTERMINATING	SERVICES	Vendor Total:	100.00
GLENCOE/MCGRAW HILL	BOOKS	Vendor Total:	951.57
GRAYBILL COMMUNICATIONS	SUPPLIES	Vendor Total:	25.00
GREENLEY LUMBER INC	SUPPLIES	Vendor Total:	229.15
HANDWRITING WITHOUT TEARS	SUPPLIES	Vendor Total:	759.00
HARDWARE HANK	SUPPLIES	Vendor Total:	182.09
HAWKEYE ALARM SIGNAL COMPANY	SERVICES	Vendor Total:	500.00
HAWKEYE COMMUNITY COLLEGE	SERVICES	Vendor Total:	19,701.80
HEARTLAND PAPER COMPANY	SUPPLIES	Vendor Total:	447.13
HEINEMANN	SUPPLIES	Vendor Total:	682.00
HOPKINS, JANETTE	REIMBURSEMENT	Vendor Total:	34.56
HOUGHTON MIFFLIN	SUPPLIES	Vendor Total:	1,167.22
HYDE TELECOM	SERVICE	Vendor Total:	200.00
I.C.S. ACTIVITY FUND	ENTRY FEES	Vendor Total:	273.00
I.C.S. NUTRITION FUND	SUPPLIES	Vendor Total:	704.58
IASB	DUES/FEES	Vendor Total:	550.00
IHSMA	REGISTRATION	Vendor Total:	1,025.00
IKON OFFICE SOLUTIONS	SUPPLIES/LEASE	Vendor Total:	17,589.63
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT	Vendor Total:	4,135.17
INDEPENDENCE LIGHT & POWER	UTILITIES	Vendor Total:	19,606.02
INFRASTRUCTURE TECHNOLOGY SOLUTIONS	EQUIPMENT	Vendor Total:	626.99
IOWA COMMUNICATIONS NETWORK	SERVICE	Vendor Total:	598.97
IOWA HIGH SCHOOL SPEECH ASSOC.	DUES/FEES/SUPPLIES	Vendor Total:	642.00
IOWA READING ASSOCIATION	REG FEES		

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	274.00
JESUP COMMUNITY SCHOOL	TUIT/FEES/REIMB		
		Vendor Total:	36,915.20
KEPHART'S MUSIC CENTER INC	SUPPLIES		
		Vendor Total:	777.65
KIDSVILLE	REIMBURSEMENT		
		Vendor Total:	2,077.23
KLERITEC	SUPPLIES		
		Vendor Total:	1,302.76
KWIK TRIP/KWIK STAR STORES	GASOLINE		
		Vendor Total:	1,774.17
L.J.S.	SUPPLIES		
		Vendor Total:	66.00
MAFCS	DUES/FEES		
		Vendor Total:	267.00
MAIERS EDUCATIONAL SERVICES INC.	SERVICE		
		Vendor Total:	2,146.00
MARION INDEPENDENT SCHOOL DISTRICT	TUITION		
		Vendor Total:	432.60
MARK MERFELD SNOW PLOWING	SNOW REMOVAL		
		Vendor Total:	1,411.50
MARTIN BROS DIST CO	SUPPLIES		
		Vendor Total:	138.56
MENTORING MINDS, LP	SUPPLIES		
		Vendor Total:	59.85
MERRITT, SANDRA	REIMBURSEMENT		
		Vendor Total:	33.65
MIDAMERICAN ENERGY CO.	NATURAL GAS		
		Vendor Total:	6,307.26
NCS PEARSON INCORPORATED	SERVICE		
		Vendor Total:	6,786.00
NORTH LINN COMMUNITY SCHOOL	OE TUITION		
		Vendor Total:	5,768.00
OELWEIN COMMUNITY SCHOOLS	TUIT/FEES/REIMB		
		Vendor Total:	11,842.10
OELWEIN GLASS, INC.	REPAIRS		
		Vendor Total:	164.04
OELWEIN PUBLISHING COMPANY	ADS/LEGALS		
		Vendor Total:	300.00
OFFICE DEPOT, INC	SUPPLIES		
		Vendor Total:	241.66
OFFICE TOWNE, INC.	SUPPLIES		
		Vendor Total:	990.91
O'REILLY AUTOMOTIVE, INC.	SUPPLIES		
		Vendor Total:	315.40
PAETEC	UTILITIES		
		Vendor Total:	1,184.00
PINEAPPLE APPEAL, INC.	SUPPLIES		
		Vendor Total:	284.81
PITNEY BOWES	LEASE		
		Vendor Total:	107.00

<u>Vendor Name</u>	<u>Vendor Description</u>		
PIZZA RANCH	SUPPLIES		
		Vendor Total:	25.00
PRINT EXPRESS-MILLER PRINTERIE	SERVICES		
		Vendor Total:	319.18
RAWLINS, MEGAN	REIMBURSEMENT		
		Vendor Total:	21.60
READ NATURALLY	SUPPLIES		
		Vendor Total:	2,246.00
REALITY WORKS INC.	SUPPLIES		
		Vendor Total:	57.00
REINKOESTER, CASEY	REIMBURSEMENT		
		Vendor Total:	19.20
RJS MOTORSPORTS & WELDING	IMPROVEMENT		
		Vendor Total:	65.00
ROBERTS DAIRY COMPANY	DAIRY		
		Vendor Total:	6.28
ROCKLER WOODWORKING & HARDWARE	SUPPLIES		
		Vendor Total:	757.08
SCHOOL BUS SALES	VEHICLE/SUPPLIES		
		Vendor Total:	198.14
SCHOOL SPECIALTY	SUPPLIES		
		Vendor Total:	385.07
SIGNS AND MORE	SUPPLIES		
		Vendor Total:	155.00
SPAHN & ROSE LUMBER CO INC	SUPPLIES		
		Vendor Total:	124.63
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT		
		Vendor Total:	4,332.79
TEGTMEIER PIANO TUNING	SERVICES		
		Vendor Total:	244.50
THE NEWS	ADS/LEGALS		
		Vendor Total:	402.07
THOMAS ELECTRIC MOTOR SERV INC	SERVICE		
		Vendor Total:	234.65
THOMAS, PAT	REIMBURSEMENT		
		Vendor Total:	18.24
U.S. CELLULAR	TELEPHONE		
		Vendor Total:	670.05
ULTIMATE OFFICE	SUPPLIES		
		Vendor Total:	135.53
UNION COMMUNITY SCHOOLS	TUIT/FEES/REIMB		
		Vendor Total:	2,884.00
VERN'S TRUE VALUE	SUPPLIES		
		Vendor Total:	628.14
VINTON-SHELLSBURG COMM.SCHOOLS	TUIT/FEES/REIMB		
		Vendor Total:	6,416.90
VISA CARD SERVICES	SUPPLIES		
		Vendor Total:	637.49
WALMART COMMUNITY	SUPPLIES		
		Vendor Total:	137.74
WASTE MANAGEMENT OF WI-MN	SERVICE		

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	1,868.77
WATERLOO COMMUNITY SCHOOLS	OE TUITION		
		Vendor Total:	1,442.00
WEBER PAPER COMPANY	SUPPLIES		
		Vendor Total:	324.50
WELTER STORAGE EQUIP CO	SUPPLIES		
		Vendor Total:	475.00
WEST DELAWARE SCHOOL DISTRICT	TUITION/FEES		
		Vendor Total:	4,371.51
WEST MUSIC CO INC	SUP/SRV		
		Vendor Total:	156.49
WOODBINE HOUSE	SUPPLIES		
		Vendor Total:	100.06
ZIESER, RHONDA	REIMBURSEMENT		
		Vendor Total:	86.40
		Fund Total:	390,656.29

Checking Account: 1 Fund: 22 MANAGEMENT FUND
AUL SPECIAL PAY TRUST EMPLOYEE INVESTMENTS

SMITH - D & L INSURANCE	SERVICES	Vendor Total:	223.31
		Vendor Total:	21.00
		Fund Total:	244.31
		Checking Account Total:	390,900.60

Checking 2
Checking Account: 2 Fund: 61 SCHOOL NUTRITION FUND
DAN CONE GROUP REPAIR

		Vendor Total:	70.29
FAREWAY STORES INC	SUPPLIES		
		Vendor Total:	72.34
GOODWIN TUCKER GROUP	REPAIRS/MAINT		
		Vendor Total:	1,817.15
HAWKEYE FOODSERVICE	SUPPLIES		
		Vendor Total:	14,189.87
INTERSTATE BRANDS CORP.	BREAD		
		Vendor Total:	910.90
KECK INC	SUPPLIES		
		Vendor Total:	2,117.19
KIDSVILLE	REIMBURSEMENT		
		Vendor Total:	213.60
MARCUS UNIFORMS	SUPPLIES		
		Vendor Total:	80.92
OFFICE TOWNE, INC.	SUPPLIES		
		Vendor Total:	48.99
ROBERTS DAIRY COMPANY	DAIRY		
		Vendor Total:	4,504.11
		Fund Total:	24,025.36
		Checking Account Total:	24,025.36

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

ANDREWS, RANDY	OFFICIAL	Vendor Total:	3,759.00
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<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	160.00
AREA EDUCATION AGENCY 267	TUIT/SUPP/SERV		
		Vendor Total:	18.00
BARLOON, ROGER	REIMBURSEMENT		
		Vendor Total:	336.06
BEATTY, RYAN	SPEECH JUDGE		
		Vendor Total:	60.00
BEHAN, GERALD	OFFICIAL		
		Vendor Total:	170.00
BILL'S PIZZA & SMOKEHOUSE	SUPPLIES		
		Vendor Total:	1,683.00
BLAND'S FLOWER SHOP INC	FLOWERS		
		Vendor Total:	117.00
BROWN, JENNIFER	SPEECH JUDGE		
		Vendor Total:	60.00
COOKIE DOUGH PEOPLE, THE	SUPPLIES		
		Vendor Total:	6,535.20
CORBETT, HEIDI	SPEECH JUDGE		
		Vendor Total:	60.00
DINN BROTHERS INC	SUPPLIES		
		Vendor Total:	99.40
DRUCKER, JASON	SERVICE		
		Vendor Total:	400.00
DVORAK, JOHN	OFFICIAL		
		Vendor Total:	80.00
FRESE, JEFF	OFFICIAL		
		Vendor Total:	80.00
FRIENDS OF FONTANA PARK	SUPPLIES		
		Vendor Total:	25.50
FUSON, CAROLYN	SPEECH JUDGE		
		Vendor Total:	60.00
HENN, JEFFREY	OFFICIAL		
		Vendor Total:	80.00
HERFF JONES	SUPPLIES		
		Vendor Total:	772.32
HILDMAN, MARK	OFFICIAL		
		Vendor Total:	80.00
HILTON GARDEN INN	LODGING		
		Vendor Total:	1,145.36
HOFFMAN, REGINA	SPEECH JUDGE		
		Vendor Total:	60.00
I.C.S. GENERAL FUND	REIMBURSEMENT		
		Vendor Total:	681.10
I.C.S. NUTRITION FUND	SUPPLIES		
		Vendor Total:	279.45
INDEPENDENCE MUSTANG BOOSTER CLUB	REIMBURSEMENT		
		Vendor Total:	490.45
IOWA CUSTOM EMBROIDERY	SUPPLIES		
		Vendor Total:	1,197.00
IOWA HS GOLF COACHES ASSOCIATION	FEES		
		Vendor Total:	45.00

<u>Vendor Name</u>	<u>Vendor Description</u>		
JANECHEK, ALICE ANN	SPEECH JUDGE	Vendor Total:	30.00
KESSLERS TEAM SPORTS, INC.	SUPPLIES	Vendor Total:	795.00
LUCKY 10 LANES	SERVICES	Vendor Total:	756.00
LUTHER COLLEGE	SERVICES	Vendor Total:	1,100.00
MARTIN, CALEB	SPEECH JUDGE	Vendor Total:	60.00
MARY'S FLOWER PATCH	SERVICE	Vendor Total:	113.00
MCDOWELL, STEVE	OFFICIAL	Vendor Total:	80.00
MERRITT, SANDRA	REIMBURSEMENT	Vendor Total:	46.74
MILLER, DARLA	REIMBURSEMENT	Vendor Total:	39.50
MOORE MEDICAL, LLC	SUPPLIES	Vendor Total:	97.38
NEIL, TERI	STATS KEEPER	Vendor Total:	160.00
NIEDERT, DAVID	SERVICE	Vendor Total:	90.00
OAKES, CODY	OFFICIAL	Vendor Total:	50.00
OBERBROECKLING, CHRIS	OFFICIAL	Vendor Total:	80.00
PACESETTER	DUES/FEES	Vendor Total:	120.00
PEPSI-COLA GEN BOT IN	SUPPLIES	Vendor Total:	406.24
PUTZ, ANITA	SPEECH JUDGE	Vendor Total:	30.00
QUALITY INN & SUITES EVENT CTR	LODGING	Vendor Total:	1,813.90
RATCHFORD, MICHAEL	OFFICIAL	Vendor Total:	60.00
RENTSCHLER, THERIN	OFFICIAL	Vendor Total:	80.00
REYNOLDS, CARLA	REFUND	Vendor Total:	21.00
RIVER RIDGE GOLF COURSE	DUES/FEES	Vendor Total:	700.00
RODRIGUEZ, KERI AND JUAN	REFUND	Vendor Total:	11.00
ROUSE, DAN	SPEECH JUDGE	Vendor Total:	60.00
RUBESH, DON	OFFICIAL	Vendor Total:	80.00
SAM'S CLUB DIRECT	SUPPLIES		

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	364.14
SCHOLASTIC INC	SUPPLIES		
		Vendor Total:	32.00
SEVERSON, DAVE	OFFICIAL		
		Vendor Total:	80.00
SIGNS AND MORE	SUPPLIES		
		Vendor Total:	663.75
STAMY, DAVID	OFFICIAL		
		Vendor Total:	80.00
STEEGE, NATE	OFFICIAL		
		Vendor Total:	80.00
STUMPS	SUPPLIES		
		Vendor Total:	1,522.77
TEKIPPE, JAMI	REIMBURSEMENT		
		Vendor Total:	11.40
VERN'S TRUE VALUE	SUPPLIES		
		Vendor Total:	26.55
VISA CARD SERVICES	SUPPLIES		
		Vendor Total:	4,300.79
WALMART COMMUNITY	SUPPLIES		
		Vendor Total:	94.08
WASON, BEV	SPEECH JUDGE		
		Vendor Total:	60.00
WEBER, JANA	REFUND		
		Vendor Total:	50.00
WEST MUSIC CO INC	SUP/SRV		
		Vendor Total:	280.00
WHEELLOCK, TODD/TERESA	REFUND		
		Vendor Total:	35.00
WHITE, NANCY	SPEECH JUDGE		
		Vendor Total:	60.00
WIELAND, CHET	OFFICIAL		
		Vendor Total:	80.00
YUSKA, DANNY	SPEECH JUDGE		
		Vendor Total:	60.00
		Fund Total:	33,294.08
Checking Account: 3	Fund: 91 AGENCY POP FUND		
BLAND'S FLOWER SHOP INC	FLOWERS		
		Vendor Total:	33.00
HAUSERS WATER SYSTEM	SUPPLIES		
		Vendor Total:	27.00
		Fund Total:	60.00
		Checking Account Total:	33,354.08
<u>Checking</u>	4		
Checking Account: 4	Fund: 23 PHYSICAL PLANT & EQUIPMENT		
AHLERS AND COONEY, P.C.	SERVICES		
		Vendor Total:	2,289.40
KEY EQUIPMENT FINANCE	LEASE AGREEMENT		
		Vendor Total:	13,137.92
		Fund Total:	15,427.32
		Checking Account Total:	15,427.32

Board Report for March

Jennifer Sornson, Junior/Senior High School Principal

Winter Dance was held February 26. We had a great turnout. Student Council and Ms. Sedlacek did an excellent job of decorating, making all the arrangements, and of course the clean-up.

Next big event: Prom, April 16

NAEP testing postponed to February 25 from February 16 (two hour delay). The testing went well. We used the cafeteria, two small rooms by the cafeteria, and two rooms in the annex. We had enough 8th graders present on the testing day so we did not have to have a make-up session. Teachers and staff did a great job of accommodating the testing personnel. Especially the kitchen staff that prepared lunch without their normal space and very quietly so as to not interrupt the testing. Our scores will be included in the Nations Report Card, which is released by the US Department of Education next year.

Friday, March 11

We had a very productive day. We had presentations from Iowa Core Teams.

Literacy Team – Sue Henkes, Rachel Hurley

Math Team – Tracy Curtis, Mark Torgerson

Science Team – Garry Anderson, Jim Heinz, Jennifer Sornson

Leadership Team – Joel Dinger, Jennifer Sornson

Then we had a presentation from the teachers that have been a part of the Co-Teaching Training this year. Lori Dietzenbach, Tracy Curtis, Sue Henkes, Sonya Elzey, Rachel Thomsen, Tracy Steger, Jon Carey, and Kris Martin put together a handout and also spoke about how co-teaching has been going this year.

All groups did an excellent job and provided great examples and information!

The after noon was spent in Learning Teams. Learning Teams have missed on two opportunities to meet because of snow days. They had the opportunity to talk about their goals, characteristics of effective instruction, and plan for next year.

4th Term Parent-Teacher Conferences for the Senior High are scheduled for April 21, 3:45-7:30 p.m.

JUNIOR HIGH MARCH BOARD REPORT

At the Friday March 11 professional development day the 7th & 8th faculty met and shared ideas on ways to improve the ITBS testing format for the 2011-2012 school year. The ITBS Committee will be meeting soon to go over the input and finalize the testing plans for 2011-2012.

During the March 11 professional development day the 7-12 faculty shared ICC instructional strategies on Literacy, Math and Science. Literacy reps are Sue Henkes & Rachel Hurley, Math reps are Tracy Curtis & Mark Torgerson and Science reps are Garry Anderson & Jim Heinz. Co-teaching pairs also shared instructional strategies they are using in their classrooms. Pairs are; Lori Dietzenbach, Tracy Curtis, Sue Henkes, Sonya Elzey, Rachel Thomsen, Tracy Steger, Kris Martin and Jon Carey.

The spring sessions of NWEA/MAP testing will soon be upon our 7th & 8th grade students and faculty. The 7th grade will be testing March 21-25 and the 8th grade will be testing March 28-April 1. We will be testing in CORE subject rooms with the new mobile carts on the lap tops purchased through the Microsoft Settlement monies.

I am currently in the process of completing all 1st year and 3rd year rotational teacher evaluations for the 7th & 8th grade faculty that are due this school year. I utilize the walk through data collected throughout the school year as well as the formal observation data I collect. It is refreshing to see the quality teaching our staff does on a daily basis, the difference it makes for our students and I want to urge all board members to visit a few classrooms each quarter to see this first hand.

The national Honor Society helped host a 7th & 8th grade dance on Friday February 10. It was connected to a fundraiser to support the medical needs of one of our own students, Gage West. Kudo's to everyone for their support because a check for over \$3,300 was presented to Gage at an assembly on March 7.

Dave Jacobson

**Report to the Board of Education
West Elementary
March 21, 2011**

Fun Family Fitness Night-Our Parent Advisory Council has a great evening of fun planned for our families on March 28 from 6:30-7:45. Families will be able to participate in a variety of activities as they move around the building including: rope climbing and other upper body activities on the stage; crazy mini golf in the wheel (they would go around the wheel with “holes” being teacher doors; line dancing in the commons; making a nutritious snack (with help from the Buchanan County Extension), hoola hoops and hopscotch (nursing students from Allen Hospital); and math games developed by some of our staff, all in the gym. There will be signs/posters around the areas identifying the value of the activity. We will have handouts for nutritious snacks and fitness activities to do at home. There will be participation certificates and patches for those who attend. This will be a fun night for families!

Technology-Several of our teachers have already been working on their individual web pages. Our mobile lab that was purchased with Microsoft dollars is getting lots of use by students. Teachers are able to check out the lab of 16 computers and take it to their classrooms for students to use with classroom activities and to do research.

Summer Enrichment Camp-We had a very good response to our initial flier about our Summer Enrichment Camp. The camp would include 4 weeks of activities around a central theme for each week: cooking, arts and crafts, science, and outdoor activities. The organizers are going to make a presentation to the Mustang Foundation at the end of the month to seek financial support. We will also look at grants if necessary. There have already been businesses that have indicated that they would be willing to scholarship a student. Please be assured that the project will not proceed unless we can find some funding outside the district.

At Home Reading Program-Our students continue to be reading on a routine basis. We had read 20, 649 days as of the first of the month. I fully expect to reach our goal of 25, 000 days when we tabulate our February totals!

We had 193 students who met their reading goals by the end of January and were rewarded with an hour of bowling at Lucky 10 Lanes. Volunteers Janice Abben, Kendall Heppe, Mary Kay Miller, Bonnie Davis, helped the students as they were bowling. Everyone had a great time!

Report on Fundraisers-Our last month’s Boxtops for Education brought in \$126.50. The PTO Book Fair will provide \$800 in new books to the media center. Our QSP project raised some \$5200. Proceeds are used for field trips and classroom activities.

Sandy Merritt

3/21/11 School Board Meeting
Principal's Report
Mary Jean Blaisdell

1. March Inservice

- a. Mar 11: AM = Data Analysis & Technology; PM = Angela Maeirs (Lang Arts)
- b. Mar 16: Literacy Professional Development

2. Kindergarten Roundup

Grade	2011-12 predicted enrollment	# of sections	Students per classroom
K	86 (low end)	4	21/22
		5*	17/18*
	93 (high end)	4	23/24
		5*	18/19*
1	81	5	16/17
		4	20/21*
2	97	5	19/20

- a. K Roundup is March 17/18.

3. PK4

- a. We held Registration and continue to gather names for 11-12
- b. Partners met and we shared an estimated "budget" that can help us make a decision about 2011-12 affordability under the governor's plan.
- c. Lynnette and I feel, based on these numbers, that it's a doable thing.
- d. We've held two Preschool Family Night Out events and have had several Parent Advisory Committee meetings this year as well.

4. Early Childhood Fair

- a. East Elementary/ECC will be represented at the Buchanan County Early Childhood Fair at Heartland Acres on Saturday, March 26. We will have materials available on display that provided information about programs at the East Elementary and the Early Childhood Center.

5. April 14th 6:30 pm East 1st/West 3, Vocal Music Concert @ West

- a. Please come!

6. East will go see the King and I play at the HS on Mar 16

7. Please go to East Elementary portion of district website to view teacher web pages. Also go to Principal Page to view Best of East Video!

ACTIVITIES DIRECTOR MARCH BOARD REPORT

Congratulations to the Head Coach Michael Doyle, his assistant coaches and all of the Mustang wrestling team for their 6th place finish at the state tournament. The excellence and consistent conference and high state finishes proves the Mustang wrestling program is not just a team each year but a program we can all be proud of.

Congratulations to Dan Putz and the speech team for their outstanding conference and state success this year. The Speech Team won the WAMAC West Division tournament plus advanced 11 groups to the Large Group speech contest on February 5 at Decorah where 3 groups earned "I" ratings. The Speech Team then advanced 30 individual entries to the state contest on March 12 at Starmont where 24 entries earned "I" ratings.

Congratulations to David Lange and the Independence Band for being selected to perform at the Iowa Band Masters Event in Des Moines on May 13. The Independence Band is the only 3A band selected to perform.

The 7th & 8th grade band and vocal members had an outstanding performance on Thursday March 3 in the high school gymnasium. A large audience attended the event and thoroughly enjoyed the evening.

Spring sports will all be starting very soon. Schedules are all in place and please be aware that the schedules change weekly due to conflicts that arise when you're dealing with a 16 team conference. We will do our very best to communicate these changes in a timely fashion.

Coaches are currently scheduling their off-season camps and clinics that will be held this summer so parents and families can plan ahead. The refinishing of the high school gym floor is scheduled for over the week of July 4th.

**Report to the Board of Education
Curriculum and School Improvement
March 21, 2011**

Grant Writing Workshop- I attended a great grant writing workshop at the beginning of the month at Heartland Acres sponsored by the Buchanan County Extension Office and the Community Foundation of Northeast Iowa. It provided some very helpful information that I hope will help us to secure some grants in the future. There was discussion about teaming different groups in town to support each other as we write grants.

Iowa Core Curriculum (ICC) District Leadership Team-At our webinar this month we continued our discussion about professional learning teams. Our team discussed how we might improve our learning teams. The team is recommending that our learning teams take some time this spring during an early out to discuss what they want to work on next year, set their goal, establish an action plan for meeting that goal and list resources they might need to accomplish that goal. Teachers typically meet with their learning teams in the fall to set their goals for the year. The thought was that the spring might be a better time to make those decisions when they aren't trying to set up a classroom and get started with a new school year.

The state has developed an electronic tool to help us document alignment of our curriculum to ICC. Teachers will go into the program and click on concepts that they have taught at multiple times throughout the year. A report is generated for each teacher that can be shared in learning teams as another check of what is being taught. The team felt that this wouldn't be a difficult tool to use. We will begin to use it next fall. AND the tool is free!!

Characteristics of Effective Instruction-Teachers continue to focus on assessment for learning, student centered classrooms, teaching for understanding, teaching for learner differences, and rigor and relevance. The teams going to AEA are coming close to the end of their training this year. They have been sharing their learning with others in their buildings. The ICC District Leadership Team developed a template for teachers to use when they do peer observations that focus on these areas. Observers make note of characteristics they see in their peer's classroom and then discuss them after the observation. SACs working this year have also focused attention in these areas.

Subject Area Committees (SAC) Work-The 7-12 Health team worked on revising their curriculum this month. The K-6 curriculum does not need any revisions at this time.

Sandy Merritt



Independence

Community School District

Office of Stephen Noyes
Technology Director

March 21, 2011

The new website is on schedule for an August 1, 2011 debut. The new calendar system, Curriculum Database and basic structure of the website are well on their way to be fully functional. We are in the process of looking at content and fine-tuning the organization of material. Our new website will have more pictures throughout the website and will feature a gallery of pictures for parents and students to enjoy. Many of the teachers are working on creating their own pages with their own style and information. I anticipate most parents will bookmark their teacher homepages and refer to these most often.

Independence Community School District is on Facebook and Twitter. There are several Independence Facebook pages. I am working on trying to get one page to be the official Independence Facebook page and have the others deleted. Individual groups may also have Facebook pages like the band department. Individual groups and organizations may have their own Facebook presence.

We are replacing OneCall Now with School Messenger. It will take at least a month to change everything over to School Messenger and will continue to use OneCall Now until everything has been tested with School Messenger. The parent portal has more choices and will need better explanation on the benefits and options being presented to parents. We plan to be using School Messenger by the end of April and cancel OneCall Now in May.

NWEA testing begins the end of March at the Junior High and will be followed by West in Early April. We will be using the new mobile lab for Junior High testing and a temporary lab at West. Testing went well in the Fall and I expect testing will proceed smoothly this year.

We are going to split our staff laptop replacement program into two sections. I will present the Apple proposal first and order those computers. I will present the PC order for the Boards approval in April. This will give Ryan and I time to distribute the Apple computers before the PC computers arrive. Ryan and I will work on getting the laptops setup and delivered throughout April. The staff will have May as a transition to the new laptops

Stephen B. Noyes
District Technology Director

Farm to School

I recently attended a workshop in Ames for F2S programs. There was representation from the Dept. of Ed., IDALS, Iowa State Extension, and the Northern Iowa Food and Fitness Initiative. In addition to school food service directors, there was one superintendent and a few growers. All of these people contributed to several discussions, and really answered some questions for us as well. We will be altering the way we send out our informal bids to growers, which will hopefully make the bids easier and more user-friendly for them.

The Farm to School posters that UNI is providing for us are being designed as we speak and our "order" is in. We'll have a larger poster of Eastern Iowa with interchangeable pieces for each grower we're currently buying from. We will also have a smaller poster for hallways, offices and classrooms that will promote local, fresh food. All posters will be put up in the kitchens and school offices as well as a few classrooms.

The garden plans are moving right along. Micki and Jessi will be using a great little garden planning program on the computer to plot out what we currently have and adding some parts of the plan that Dan Lichty (and his students) presented to us last fall, as well as the solar panels that are planned for the space.

We will be making final plans for the 7th grade Farm to School field trip in May as well and getting a date set for that.

Equipment/Budget

We haven't had any major issues in February.

Free and Reduced

Our district's Free and Reduced numbers, as of 3/1/11, are: 376 Free students, 124 Reduced students, and 808 full Paid students. Our district percentage is 38.2%. Please remember, 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

My Foodservice Secretary was back on March 15th, after having shoulder surgery in December. We also have an opening right now for a 2.25 hr. dishwasher at the West Elementary. I will be interviewing a candidate for that position this week.

Technology

The meeting we had planned with a software salesman was postponed until March 22nd. I have been frustrated with our current system and would like to explore some other options. I asked Steve Noyes to take a look at several companies and it seems all would be pretty costly to start up; his best guess for most was around \$8,000.00. If that is the case, we won't be changing our software.

Other/Misc.

Our findings from the audit have all been addressed and my auditor has the information. I am waiting to hear if we need to do anything further.

I have been asked to attend something called "Produce University". It is a 3-day long class that is focused on procurement, preparation, and nutritional information all regarding fresh produce. This program is through the USDA and will be paid for, completely, by them. The class is July 25-29 and will be near Washington, DC. There are only 2 of us from Iowa attending.

Respectfully Submitted,
Kelly Crossley, Food Service Director

March Board Report 2011
Buildings, Grounds, Transportation

West: We are taking bids on new gym floor appr \$65,000-90,000

Need to lower basketball bank boards for gym class

We are taking bids on domestic hot water system appr \$30,000.00

We would like to replace about 700 sq ft of roof over the boiler room

We would like to start replacing windows over a 5 yr period

We would like to start replacing doors over a 3 yr period

Would like to remodel the large boys and girls bathrooms over a 3 yr period and they are in need of another boys and girls bathroom

East: Would like to replace about 1000 feet of roof seams

Would like to start replacing windows over a 5 yr period

Would like to replace doors over a 3 yr period

They are in need of another boys and girls bathroom

High School: We will repair roof as needed until we make a decision on new school

Transportation: We are considering selling one bus and reducing our fleet by one bus

By Jan 2012 we have to upgrade our bus radios because of a federal mandate appr cost of \$5000.00

District Wide: We will be repairing concrete district wide

We will be cultivating and leveling the land and reseeding south of East playground for football and soccer practice

Would like to take an acre of land of school farm ground for a school garden, if we do this we will have to create a small gravel parking lot for staff and students

Mike Donnelly

Independence Community School District

PROPOSED 2011-2012 School Calendar

7.A.

Start – Finish
(August 22, 2011 - May 22, 2012)

Summary of Calendar:

Days in classroom:
First Semester 90
Second Semester 90
TOTAL CALENDAR DAYS 180

CALENDAR LEGEND

No School–Staff Development
Early Dismissal & Late Starts
Parent/Teacher Conferences
End of Term/Trimester
Holidays
Vacation Days



HOLIDAYS:

Labor Day (9/5)
Thanksgiving Day (11/24)
Christmas Day (12/25)
New Year's Day (1/1)
Good Friday (4/6)
Memorial Day (5/28)

Note: In-service Days may be classified as Career Development and/or Professional Development depending on the content of the activities being performed.

Note: February 20, 2012 will be the fourth snow make-up day. April 9, 2012 will be the fifth snow make-up day. The first three days missed will be added on to the end of the school year.

This calendar was adopted by the Board of Education on _____, 2011 and is part of each employee's contract for the 2011-2012 school year.

August					Student Days
M	T	W	Th	F	
8	9	10	11	12	
15	16	17	18	19	
22	23	24	25	26	5
29	30	31			
September					
			1	2	10
5	6	7	8	9	14
12	13	14	15	16	19
19	20	21	22	23	24
26	27	28	29	30	29
October					
3	4	5	6	7	33
10	11	12	13	14	38
17	18	19	20	21	43
24	25	26	27	28	48
31					
November					
	1	2	3	4	53
7	8	9	10	11	58
14	15	16	17	18	63
21	22	23	24	25	65
28	29	30			
December					
			1	2	70
5	6	7	8	9	75
12	13	14	15	16	80
19	20	21	22	23	83
26	27	28	29	30	
January					
2	3	4	5	6	87
9	10	11	12	13	92
16	17	18	19	20	97
23	24	25	26	27	102
30	31				
February					
		1	2	3	107
6	7	8	9	10	112
13	14	15	16	17	117
20	21	22	23	24	121
27	28	29			
March					
			1	2	125
5	6	7	8	9	130
12	13	14	15	16	135
19	20	21	22	23	140
26	27	28	29	30	145
April					
2	3	4	5	6	149
9	10	11	12	13	153
16	17	18	19	20	158
23	24	25	26	27	163
30					
May					
	1	2	3	4	168
7	8	9	10	11	173
14	15	16	17	18	178
21	22	23	24	25	180
28	29	30	31		
June					
			1	2	
5	6	7	8	9	

180 Day Calendar

Date	Events
Aug 16	New Teacher Day
Aug 17-19	Non-Student Days - Staff Dev
Aug 19	Grades 7-9 Orientation
Aug 22	First Day of School (Grades 3-12) 1:00 Early Dismissal - Staff Dev Grades K-2 No School-Conferences
Aug 23 & 24	1:00 Early Dismissal - Staff Dev
Aug 25 & 26	Full Days of School
Sept 5	Labor Day (No School)
Sept 7	1:00 Early Dismissal - Staff Dev
Sept 21	1:00 Early Dismissal - Staff Dev
Sept 22	7-12 Parent Teacher Conf 3:30-7:30
Sept 29	Grades K-6 Open House 6:00-7:30
Oct 7	Non-Student Day - Staff Dev
Oct 19	1:00 Early Dismissal - Staff Dev
Oct 25	End of 1st Term (45 days)
Nov 2	1:00 Early Dismissal - Staff Dev
Nov 15	End of 1st Trimester (60 days)
Nov 16	1:00 Early Dismissal - Staff Dev
Nov 21	1:00 Early Dismissal K-6 Parent Teacher Conf 1:30-8:00 7-12 Parent Teacher Conf 3:30-7:30
Nov 22	1:00 Early Dismissal K-6 Parent Teacher Conf 1:30-8:00
Nov 23-25	Thanksgiving Break (No School)
Dec 7	1:00 Early Dismissal - Staff Dev
Dec 21	1:00 Early Dismissal
Dec 22-30	Winter Break (No School)
Jan 2	Winter Break (No School)
Jan 3	Classes Resume
Jan 11	End of 2nd Term (45 days)
Jan 11	1:00 Early Dismissal - Staff Dev
Jan 25	1:00 Early Dismissal - Staff Dev
Feb 8	1:00 Early Dismissal - Staff Dev
Feb 9	7-12 Parent Teacher Conf 3:30-7:30
Feb 20	No School-Fourth Snow Make-up Day; the first three days missed will be added on to the end of the year.
Feb 22	1:00 Early Dismissal - Staff Dev
Feb 23	End of 2nd Trimester (60 days)
Feb 27	Non Student Day-Conferences K-6 Parent Teacher Conf 12:00-8:00
Feb 28	2 Hour Late Start for Students K-12 K-6 Parent Teacher Conf 3:30-6:00
Mar 7	1:00 Early Dismissal - Staff Dev
Mar 16	End of 3rd Term (45 days)
Mar 21	1:00 Early Dismissal - Staff Dev
Apr 4	1:00 Early Dismissal - Staff Dev
Apr 6	Good Friday (No School)
Apr 9	No School-Fifth Snow Make-up Day
Apr 18	1:00 Early Dismissal - Staff Dev
Apr 19	7-12 Parent Teacher Conf 3:30-7:30
May 2	1:00 Early Dismissal - Staff Dev
May 22	End of 4th Term/End of 3rd Trimester
May 22	Last Day of School-1:00 Early Dismissal
May 23	Teacher Workday
May 27	Graduation Jr/Sr High School Gym
May 28	Memorial Day (No School)

FUSION FORWARD LLC

SERVICE CONTRACT

This is a legal and binding contract between FUSION FORWARD, LLC ("FUSION FORWARD") and the Client listed below.

CLIENT NAME: Independence Community School District

STREET ADDRESS: 1207 First Street West

CITY, STATE AND ZIP: Independence, Iowa 50644

PHONE: 319-334-7400 **CELL:** _____

FAX: _____ **EMAIL:** _____

PRESENT WWW URL (IF ANY): independence.k12.ia.us

These are the terms of our agreement together:

1. Authorization. The above-named Client is engaging FUSION FORWARD as an independent contractor for the specific purpose of developing and/or improving a web site. The Client hereby authorizes FUSION FORWARD to access the Client's web hosting account, and authorizes the web hosting service to provide FUSION FORWARD with full access to the Client's web site home directory and any other directories or programs which need to be accessed for this project. The Client also authorizes FUSION FORWARD to publicize their completed web site to Web search engines, as well as other Web directories and indexes.

2. Standard Web Site Package:

Domain Registration. FUSION FORWARD will secure a domain name for the Client at the Client's request. All charges incurred in doing so will be billed to the Client as an addition to the base price contemplated by this agreement. These are Internic fees, and are not a source of income for FUSION FORWARD.

If the Client already has a domain name, FUSION FORWARD will coordinate redirecting the address to the new host. Should the Client desire a specific domain name, which is already owned by another party, negotiations for said domain name must be undertaken by the Client.

SN Text. Copy for web site must be supplied by the Client in a .doc format via disk or email attachment. Otherwise, if not supplied on disk or via email, there will be an additional charge for typesetting.

Links. This agreement contemplates up to an average of one (1) to two (2) external or relative links per page and an e-mail response link on each web page to any e-mail address specified by Client. Average links per page may be negotiated upon Client's request.

This agreement also contemplates making any link the Client desires "pop up" in a new window if requested at the specific dimensions and configuration specified by the Client.

Photos. Photos and other misc. graphic images must be supplied by Client.

Scanning. This agreement contemplates scanning up to three (3) images and/or documents for the Client. It is contemplated that this will accommodate the needs of most Clients. Additional scanned images and/or documents may be negotiated with FUSION FORWARD on a case-by-case basis. Please note: If you anticipate needing extensive scanning service, or need large format images scanned, please contact FUSION FORWARD for pricing and / or discounts on volume scanning.

Installation. Finished site will be uploaded to Client's hosting company.

Site publicity. The site will be subject to a one-time submission to the major Web search engines, such as Google, Yahoo and MSN.

E-mail response link on each web page to any e-mail address the Client designates.

Cross Browser Compatibility. *Our agreement contemplates the creation of a web site viewable by both Firefox and Microsoft Internet Explorer. Compatibility is defined herein as all critical elements of each page being viewable in both browsers. Client is aware that some advanced techniques on the Internet, however, may require a more recent browser version and brand or plug-in. Client is also aware that as new browser versions of Internet Explorer and Firefox are developed, the new browser versions may not be compatible. In the absence of a Maintenance Agreement time spent to redesign a site for compatibility due to the introduction of a new browser version will be separately negotiated and in addition to the base price of our agreement.*

Contact Form. *This contract contemplates one basic form embedded on the Client's web site with the data captured in each form delivered to the Client at the Client's specified e-mail address. If a specific script beyond this capability is requested by the Client and it must be purchased or created by FUSION FORWARD at the Client's request, the charge for the script, if any, will be billed back to the Client.*

3. Standard Web site Packages only. The content of the web pages will be supplied by the Client and executed as specified by the Client in the "Project Overview Worksheet" dated n/a, which will outline the number of web pages to be included. In case the Client desires additional standard web pages beyond the original number of pages specified in the Web Site Planning Worksheet, the Client agrees to pay FUSION FORWARD the amount set forth in Section 27 for each additional web page. Graphics or photos beyond the allowed average of 1.3 per web page shall be billed at the rate set forth in Section 27. Where custom graphic work (beyond the scope of the "Custom Graphics Package" detailed above) is requested, it will be billed at the hourly rate specified below. The store size and additional services, and prices of each are detailed on the attached estimate.

4. Online stores only. The text and graphic content of the web pages will be supplied by the Client and executed as specified by the Client in the "Web Page Planning Worksheet" and / or the Store Planning Worksheet. It is understood that total prices calculated are likely to vary from the final amount due to different quantities of products, categories, photos, regular pages, etc. in the final store. An

Estimate is listed in Appendix A and governs the prices for this contract. Notwithstanding any prices listed in literature or on web pages, the Client and FUSION FORWARD agree that the services described above in this section shall be completed for the amount indicated in Appendix A and / or Appendix B and upon this amount the first payment shall be determined. The final payment shall reflect and include all elements actually completed at the prices attached.

We include e-mail/phone consultation of up to two (2) hours total general Internet orientation education, marketing strategy, Web design consultation, and helping Clients learn to use the store software. Telephone long distance charges are in addition to package rates quoted. (Additional education and consultation is at our hourly rate.)

Product web pages, products, or photos added after the store is ready for advertising to the Web search engines will be calculated for actual time spent at the hourly rate specified below.

5. Available Services:

This agreement includes all the aforementioned services plus:

Page Redirection / Plug-in Technology. *JavaScript programming page redirection based on the presence or absence of a viewer's browser, plug-in, screen resolution and platform. Note however, that if additional pages are necessary to accommodate specific browsers, plug-in technology, screen resolutions, or platforms additional charges may apply.*

Graphic Creation / Banner Advertisements. *This custom package contemplates that FUSION FORWARD will create, purchase, capture or receive from the Client all the graphic elements necessary to complete the Client's web site. This includes creation / redesign of Corporate Identity (logo), ancillary images, animated graphics, photography and banner advertisements.*

Java Applets. *This custom package contemplates the use of Java Applets specified in Appendix A. Clients are encouraged to not use Java Applets as many viewers on America Online will be served an error when trying to view the page. Java Applets may also 'crash' older computers on download and download times for some viewers can be excessive.*

Macromedia Flash. *Macromedia Flash is always an option and the specific understanding of our arrangement will be listed in Appendix A. Although Flash work is charged by the hour, FUSION FORWARD warrants to protect the client by specifying a maximum charge in advance which will be listed in Appendix A. FUSION FORWARD warrants to work earnestly to come in under the maximum charge.*

DHTML. *This custom package contemplates using DHTML technology. The rate **to** program each DHTML page will be specified in Appendix A. The Client understands that DHTML technology may not **work** in older browsers and some DHTML technology is not cross-browser specific.*

Real Audio/Video. *This custom package contemplates using Real Audio or Real **V**ideo on the Client's site. If chosen, however, the charges for such will be listed in Appendix A.*

QuickTime / QuickTime VR. *This custom package contemplates using QuickTime or QuickTime VR technology on the Client's web site.*

E-commerce. *This custom package contemplates the possibility of an e-commerce **enabled** site. If a shopping cart is required for the Client's site, the charges for the shopping cart will be listed in Appendix A.*

Secure Certificate. *If the Client selects an e-commerce enabled site, a secure **cert**ificate must be purchased and renewed annually to facilitate online transactions.*

Merchant Account. *The Client will need a Merchant Account to enable the ability **to** accept and instantly process credit card transactions online. Any charges necessary to secure the Merchant Account **are** chargeable to the Client.*

PHP Programming. *Sites requiring database design may require PHP Programming. Any charges applicable to PHP Programming are in addition to this agreement.*

Databases. *Costs for creation of a database will be specifically listed in Appendix A.*

Training. *FUSION FORWARD will provide e-mail and telephone assistance to the Client's designated representatives regarding management of the Client's web site at a pre-negotiated rate.*

6. Additional Expenses. Client agrees to reimburse FUSION FORWARD for any critical Client requested expenses necessary for the completion of the project. Examples would be:

- *Purchase of specific fonts at the Client's request,*
- *Purchase of specific photography at the Client's request.*
- *Purchase of specific software at the Client's request.*

7. Client Amends / Changes. FUSION FORWARD prides itself in providing excellent customer service. That is the spirit of our agreement and the spirit of FUSION FORWARD's business. To that end, we encourage input from the Client during the design process.

FUSION FORWARD understands, however, that Clients may request significant design changes to pages that have already built to the Client's specification. To that end, please note that our agreement does not include a provision for significant page modification or creation of additional pages in excess of our agreed page maximum [Appendix A]. If significant page modification is requested after a page has been built to the Client's specification, we must count it as an additional page.

Some examples of significant page modification at the request of the Client include:

- *Developing a new table or layer structure to accommodate a substantial redesign at the Client's request.*
- *Recreating or significantly modifying the company logo graphic at the Client's request.*
- *Replacing more than 75% of the text to any given page at the Client's request.*
- *Creating a new navigation menu structure or changing the navigation menu graphics at the Client's request.*
- *Significantly reconfiguring the Client's shopping cart with new product, shipping or discount calculation if an e-commerce enabled site has been selected by the Client.*

Clients who anticipate frequently changing the look of their site during the design process and Clients who desire to be intricately involved design of each page are encouraged to negotiate an agreement which exceeds the page maximum. If significant page modification is requested by the Client after the page maximum has been reached a Change Request with estimated costs will be submitted for Client approval prior to changes being done.

Moderate changes, however, will always be covered during our development of the site.

8. Third Party or Client Page Modification. Some Clients will desire to independently edit or update their web pages after completion of the site.

Note, however, FUSION FORWARD is not responsible for any damage created by the Client or agent of the Client. Any repairs required will be assessed at an hourly rate maintenance rate set forth in Section 27.

9. Web Hosting. The Client agrees to select a web hosting service that allows FUSION FORWARD full access to the web site provides the following features: Linux or Unix hosting running Apache HTTP Server, 5GB+ storage space, 20GB+ monthly bandwidth, cPanel site management, automatic backups, email forwarding, PHP 5.x scripting support, MySQL 5.x database support, custom .htaccess, and custom error pages. The Client further understands that if the web hosting service does not meet these requirements some features of the web site may or may not work, and providing a suitable substitute may incur additional charges.

10. Search Engine Registration. FUSION FORWARD will optimize the Client's web site with appropriate titles, keywords, descriptions and text. The Client is responsible for providing FUSION FORWARD with their desired titles, keywords, descriptions and text. FUSION FORWARD will submit the web site via a one-time submission to the major Web search engines, such as Google, Yahoo and MSN. FUSION FORWARD also offers advanced search engine optimization and site promotion services. If advanced search engine optimization and site promotion services are desired the agreement for said services will be listed in Appendix B.

FUSION FORWARD encourages all commercial Clients to obtain advanced Search Engine Optimization and Site Promotion services.

11. Sensitive Data Storage. It is the Client's sole responsibility to arrange for compliant and adequate data storage services and security through a third party if the Client will be collecting sensitive and/or confidential data, such as credit card information and social security numbers, via the Client web site. FUSION FORWARD SHALL NOT BE RESPONSIBLE FOR PROTECTION OF ANY OF CLIENT'S SENSITIVE DATA STORAGE. CLIENT ALSO AGREES TO NOTIFY FUSION FORWARD IF ANY SENSITIVE DATA IS OBTAINED OR STORED BY CLIENT THROUGH ITS WEBSITE. Client understands and agrees that in the event Client stores sensitive data storage, Client will need a PCI compliant data storage service separate from FUSION FORWARD, which is an additional charge

12. Work Schedule and Completion Date. FUSION FORWARD will submit a First Mockup Draft of web site on or before the date set forth in Section 27. Client to provide FUSION FORWARD with all the data needed to complete web site, including text, company logo, and photos. Upon completion of this stage, the Client will be asked to confirm acceptance for the basic site design via e-mail or by signing a printed copy of the design and faxing to FUSION FORWARD. Once this acceptance is received from the Client, the work necessary to complete the project will continue.

Upon completion of the web site, an e-mail or letter and invoice will be sent to the Client advising the Client that the work has been completed. Client will supply written approval by printing, initialing and faxing back each page in web site. After contract has been paid in full, site will then be uploaded to Client's hosting company.

FUSION FORWARD will burn one copy of the Client's web site onto a CD, at the Client's request, upon completion of the site and upon receipt of final balance. Additional copies of the CD are available for \$25.00 each.

13. Maintenance Grace Period. This agreement includes minor web page maintenance to regular web pages (not store product pages) over a one-month period, including updating links and making minor changes to a sentence or paragraph. It does not including removing nearly all the text from a page and replacing it with new text. If the Client or an agent other than FUSION FORWARD attempts updating the Client's pages, time to repair web pages will be assessed at the hourly rate, and is not included as part of the updating time. The one-month maintenance period commences upon the date the Client signs this contract.

Changes requested by the Client beyond those limits will be billed at the hourly rate set forth in Section 27. This rate shall also apply toward additional work authorized beyond the maximums specified above for such services as: general Internet orientation education, marketing consulting, web page design, editing, modifying product pages and databases in an online store, and art, photo, graphics services, and helping Clients learn how to use their own web page editor or content management system. PHP programming charges (if any) are not included in this rate.

14. Extended Maintenance Contracts. Terms of our Website Maintenance Package are attached hereto as Appendix B. The Monthly Maintenance Package, payable by the first of each month in advance, allows up to **one** (1) hour of changes / maintenance per month, including new pages and store product changes. The "Flat Rate" Agreement is payable each month, whether the time is used or not. Changes requested, which go beyond the one (1) hour limit, are chargeable at the rate disclosed in Section 27.

15. Copyrights and Trademarks. The Client represents to FUSION FORWARD and unconditionally guarantees that any elements of text, graphics, photos, designs, trademarks, or other artwork furnished to FUSION FORWARD for inclusion in web pages are owned by the Client, or that the Client has permission from the rightful owner to use each of these elements, and will hold harmless, protect, and defend FUSION FORWARD and its subcontractors from any claim or suit arising from the use of such elements furnished by the Client.

16. Assignment of Project. FUSION FORWARD reserves the right to assign certain subcontractors to this project to insure the right fit for the job as well as on-time completion. FUSION FORWARD warrants all work completed by subcontractors for this project. When subcontracting is required, FUSION FORWARD will only use industry recognized professionals.

17. Age. Authorized representative of the Client certifies that he or she is at least 18 years of age and legally capable of entering a contract in the State of Iowa on behalf of the Client.

18. Warranties and Liability. Client agrees that any material submitted for publication will not contain anything leading to an abusive or unethical use of the Web Hosting Service, the Host Server or FUSION FORWARD. Abusive and unethical materials and uses include, but are not limited to, pornography, obscenity, nudity, violations of privacy, computer viruses, harassment, any illegal activity, spamming, advocacy of an illegal activity, and any infringement of privacy.

Client hereby agrees to indemnify and hold harmless FUSION FORWARD, its directors, officers, owners and employees from any claim resulting from the Client's publication of material or use of those materials.

It is also understood that FUSION FORWARD will not publish information over the Internet which may be used by another party to harm another. FUSION FORWARD will also not develop a pornography or warez web site for the Client. FUSION FORWARD reserves the right to determine what is and is not pornography.

FUSION FORWARD does not warrant the functions of the site will meet Client's expectations of site traffic or resulting business or that the operation of the web pages will be uninterrupted and / or error-free. FUSION FORWARD will not be held responsible for occasional downtime of email or web site due to line interruptions and/or other instances beyond FUSION FORWARD's control.

19. Indemnification. Client agrees that it shall defend, indemnify, save and hold FUSION FORWARD harmless from any and all demands, liabilities, losses, costs and claims, including reasonable attorney's fees associated with FUSION FORWARD's development of the Client's web site. This includes Liabilities asserted against FUSION FORWARD, its subcontractors, its agents, its clients, servants, officers and employees, that may arise or result from any service provided or performed or agreed to be performed or any product sold by the Client, its agents, employee or assigns.

Client also agrees to defend, indemnify and hold harmless FUSION FORWARD against Liabilities arising out of any injury to person or property caused by any products or services sold or otherwise distributed over the Client's web site. This includes infringing on the proprietary rights of a third party, copyright infringement, and delivering any defective product or misinformation which is detrimental to another person, organization, or business.

20. Rights Upon Termination of Agreement. FUSION FORWARD shall transfer, assign and make available to Client all property and materials in FUSION FORWARD's possession or subject to FUSION FORWARD's control that are the property of Client, subject to payment in full of amounts due pursuant to this Agreement

FUSION FORWARD also agrees to provide reasonable cooperation in arranging for the transfer or approval of third party's interest in all contracts, agreements and other arrangements with advertising media, suppliers, talent and others not then utilized, and all rights and claims thereto and therein, following appropriate release from the obligations therein.

In the event the Client terminates this contract by registered letter within 30 days, 50% of down payment will be refunded. Work completed shall be billed at the hourly rate stated in Appendix A, and deducted from 50% of the down payment, the balance of which shall be returned to the Client. If, at the time of the request for refund, work has been completed beyond the amount covered by the initial payment, the Client shall be liable to pay for all work completed at the hourly rate. No portion of this initial payment will be refunded unless written application is made within 30 days of signing this contract.

Refund request must be submitted by registered letter to FUSION FORWARD, LLC, 2349 Jamestown Ave., Suite 4B, Independence, IA 50644.

21. Default. In the event of any default of any material obligation by or owed by a party pursuant to this Agreement, then the other party may provide written notice of such default and if such default is not cured within ten (10) days of the written notice, then the non-defaulting party may terminate this Agreement.

22. Notices. Any notice required by this Agreement or given in connection with it, shall be in writing and shall be given to the appropriate party by personal delivery or by certified mail, postage prepaid, or recognized overnight delivery services.

23. Laws Affecting Electronic Commerce. From time to time governments enact laws and levy taxes and tariffs affecting Internet electronic commerce. The Client agrees that the Client is solely responsible for complying with such laws, taxes, and tariffs, and will hold harmless, protect, and defend FUSION FORWARD and its subcontractors from any claim, suit, penalty, tax, or tariff arising from the Client's exercise of Internet electronic commerce.

24. Ownership to Web Pages and Graphics. Copyright to the finished assembled work of web pages and graphics produced by the FUSION FORWARD shall be vested with the Client upon final payment for the project. This ownership is to include, design, photos, graphics, source code, work-up files, text, and any program(s) specifically designed or purchased on behalf of the Client for completion of this project.

Rights to photos, graphics, computer programs are specifically not transferred to the Client, and remain the property of their respective owners. FUSION FORWARD and its subcontractors retain the right to display all designs as examples of their work in their respective portfolios.

25. Litigation. Any disputes arising from this contract will be litigated or arbitrated in Buchanan County, Iowa. This agreement shall be governed and construed in accordance with the laws of the State of Iowa, USA.

Undersigned hereby agree to the terms, conditions and stipulations of this agreement on behalf of his or her organization or business. This Agreement constitutes the entire understanding of both parties. Any changes or modification thereto must be in writing and signed by both parties.

26. Payment of Fees. A minimum deposit of fifty percent (50%) is required to commence work.

SSW Fees to FUSION FORWARD are due and payable on the following schedule: 50% upon signing of contract, 25% after first stage of site is completed and approved and the balance upon page completion, but prior to delivery / uploading. If the total amount of this contract is less than \$250, the total amount shall be paid upon signing of contract and any additional costs incurred during development will be invoiced at the completion of the web site.

Advertising the pages to Web Search Engines and updating occur only after the final payment is made. All payments will be made in US funds.

FUSION FORWARD reserves the right to remove web pages from viewing on the Internet until final payment is made. If a payment delay is anticipated, please contact FUSION FORWARD immediately for an alternative arrangement. In case collection proves necessary, the Client agrees to pay all costs and fees incurred by that process, including but not limited to attorneys' fees. This agreement becomes effective only when signed by FUSION FORWARD. Regardless of the place of signing of this agreement, the Client agrees that for purposes of venue, this contract was entered into in Buchanan County, Iowa, and any dispute will be litigated or arbitrated in Buchanan County, Iowa

27. Sole Agreement. The agreement contained in this "Web Site Design Contract" constitutes the sole agreement between FUSION FORWARD and the Client regarding this web site. Any additional work not specified in this contract, Appendix A or Appendix B must be authorized by a written change order. All prices specified will be honored for 30 days after both parties sign this contract. Continued services after that time will require a new agreement.

This agreement constitutes the entire understanding of FUSION FORWARD and Client. This agreement terminates and supersedes all prior understanding or agreements on the subject matter hereof. Any changes or modification thereto must be in writing and signed by both parties

28. Payment and Project Completion Details.

The total amount of this contract is not to exceed \$10,000.

Billing will occur monthly for work done toward the completion of the project. Invoice from **FUSION FORWARD** to client will be submitted in the first week of every month for work done in the previous month.

Standard Hourly Billing Rate : \$50 (billed in ¼ hour increments and ¼ of an hour minimum).

Project will be completed on or before: August 1, 2011.

*Project scope outlined in Proposed New Web Site Organization document **FUSION FORWARD** received from client on February 14, 2011. Includes updated Curriculum database and Calendar of Events as agreed upon on the same date.*

Standard Maintenance Hourly Rate: \$50 (billed in ¼ hour increments and ¼ of an hour minimum).

Cost for use of stock photography or graphics: \$10.00 to \$30.00 per image.

The undersigned agrees to the terms of this agreement on behalf of his or her organization or business.

On behalf of the Client (authorized signature):

_____ Date _____

On behalf of FUSION FORWARD (authorized signature):

_____ Date _____

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: Roger Barloon Date 2/21/11

Check One: Professional Leave _____ Educational Field Trip X

Purpose of Leave/Field Trip: Choir trip to Chicago (See a Broadway show)

Dates of Meeting/Trip May - ~~18-20~~ 20-22

Departure Date: 3:30 pm 5/20/11 Date Returning: 2:00 pm 5/22/11

Sponsoring Organization Vocal Music Dept

Meeting Held At _____
(City) _____ (State)

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

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 X No If yes, please explain _____

Rational for Attendance See a Broadway Show

Others in the District who you know are going to this meeting or convention? Vinton-Shellsburg Choir

Who are you coordinating your travel expenses/plans with? Myself

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? No

_____ Activity Fund _____ General Fund Code(s): Nocost ~~to~~ to the District

Estimated Cost:

Transportation - (figure ground transportation costs @ \$.24 Per mile) \$ _____
Check One: _____ School Vehicle _____ Public Transportation _____ Own Vehicle

Meals \$ _____

Lodging \$ _____

Registration Fee \$ _____

Cost of Sub \$ _____

Other \$ _____

TOTAL \$ _____

Roger Barloon 2/21/11
Immediate Supervisor Date

John Peterson 3/3/11
Superintendent of Schools Date
(Overnight or out of state trips ONLY)

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

_____ Date Returned to Employee by Central Office

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Conceived by an award-winning creative team, the SMASH HIT Peter Pan features twenty-two actors, stunning puppets, epic music and dazzling flying sequences surrounded by breathtaking video projection using the world's first 360-degree CGI theater set. Both cast and audience fly over Edwardian London.

Performed in a state-of-the-art theater pavilion, this magical new "in-the-round" production of Peter Pan is an extraordinary experience for the whole family.

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**Independence Farm to School Gardens
Memorandum of Agreement**

The following is a memorandum of agreement by and between the Independence Community School District ("School") and the Independence Farm to School Committee ("Committee") to provide on-site working gardens ("Gardens") to benefit students in the Independence Community School District.

In consideration of the mutual promises set forth in this memorandum, the parties agree:

1. The School, having long-term management authority of the land affected by the Garden, shall assume full responsibility for activities on this property.
2. The School intends to dedicate land for the purpose of supporting the Gardens.
3. The School and Committee agree that the area will be operated by the Committee as **working gardens**, involving students of various ages and abilities, and other volunteers. Aesthetics are not the main purpose of the project. Gardens shall consist of ground surface or raised garden beds. Other structures may be placed in the Gardens with School approval.
4. The Gardens shall be designated by an appropriate sign, which shall recognize the School and Committee, and interpret the purpose of the Gardens. The School shall provide, install, and maintain the sign at no cost to the Committee. Additional interpretive signs may be placed in the Gardens.
5. The Committee shall maintain the Gardens as safe work places, and shall keep the Gardens free of litter, refuse, and idle tools and equipment.
6. The School shall maintain its property surrounding and adjacent to the Gardens in such a manner as to provide access to the Committee, students, and public viewing. Areas around and adjacent to the Gardens shall be kept mowed and trimmed in a similar manner as other School grounds.
7. The area of land designated for the Gardens shall be on School property in Independence, Iowa, more particularly described as set forth in Exhibit A attached. Upon mutual agreement, additional areas of land may be dedicated for Gardens in the future.
8. The Committee shall be responsible for planting and maintaining the Gardens, and shall determine the configuration and composition of the Gardens, subject to restrictions set forth in this Agreement. The types and quantity of plants in the Gardens, vegetable harvesting, and distribution of produce shall be determined by the Committee with input from the School Food Service Director or his/her designee. To insure those harvesting for the school lunch program are following proper sanitation practices, the school's Food Service Director shall provide sanitation information to those harvesting from the garden.
9. The Committee shall pay all material costs associated with the Garden, not otherwise mentioned in this Agreement.
10. The Committee may solicit donations and submit grant applications for the purpose of securing funds to cover costs incurred due to efforts associated with the Gardens. Any funds received shall stay with the Committee in an audited fund provided and managed by Buchanan County ISU Extension or another agency agreeable to both the Committee and School. Should the Committee no longer exist, any remaining funds shall be given to a nonprofit organization for the purpose of providing educational gardening opportunities to youth.
11. Produce from the Gardens shall be used to benefit students in the Independence Community School District. However, excess produce not needed by the School may at times be distributed to area food pantries or other organizations or individuals at the discretion of the Committee.

12. The School's Food Service Director or his/her designee shall serve as a member of the Committee, and shall act as liaison between the School and the Committee.

We, the undersigned, have read and agree to the terms above:

<u>Dawnye Sturtz</u>	_____	_____
Printed name	Signature	Date
School Board President, Independence Community Schools		

<u>C. Jean Peterson</u>	_____	_____
Printed name	Signature	Date
Superintendent, Independence Community Schools		

<u>Joe Olsen</u>	_____	_____
Printed name	Signature	Date
Independence Farm to School Committee		

We, the undersigned understand and support the Gardens as described above:

<u>Kelly Crossley</u>	_____	_____
Printed name	Signature	Date
Food Service Director, Independence Community Schools		

<u>Mary Jean Blaisdell</u>	_____	_____
Printed name	Signature	Date
Principal, East Elementary School		

<u>Sandy Merritt</u>	_____	_____
Printed name	Signature	Date
Principal, West Elementary School		

<u>Micki Sand-Cohen</u>	_____	_____
Printed name	Signature	Date
Teacher, Independence Community Schools		

<u>Mike Donnelley</u>	_____	_____
Printed name	Signature	Date
School Maintenance Supervisor, Independence Community Schools		

<u>Amy Kelly</u>	_____	_____
Printed name	Signature	Date
Buchanan County ISU Extension		



Independence Senior High School

Guidance Office
514 Fifth Avenue SE
Independence IA 50644
(319) 332-0707
Fax: (319) 334-6096

Bret Adams, Guidance Counselor Melissa Knight, Guidance Counselor Jeanne Bachman, Guidance Secretary

2010 – 2011 Early Graduation Applicants

The seniors listed below have applied for early graduation. They will graduate in March 2011, at the end of the third term **if** they have earned the required fifty-four credits and their request is approved by the Board of Education.

Bret Adams
Guidance Counselor

March 2011 Grads

1. Jonathan Hocken
2. Brody Marcussen



8.D.

March 11, 2011

Jean Peterson, Superintendent
Independence School District
1207 1st St W
Independence, IA 50644

Dear Jean Peterson:

Enclosed, please find two copies of the **FIELD EXPERIENCE CONTRACTUAL AGREEMENT** for the 2011-2012 Academic Year. Please sign and return one copy to the Education Office. The other copy is for your records and referral.

I would like to take just one more minute of your time to express the Education Department's sincere gratitude and thanks to you and your staff. Your support and professional guidance to the Luther College Student Teaching Program is indispensable and greatly appreciated. We look forward to working with you during the 2011-2012 school year.

Sincerely,

A handwritten signature in cursive script, appearing to read "J. Bowstead Nye".

Dr. Judith Bowstead Nye, Chair
Department of Education

JN/elz



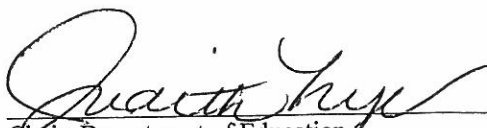
FIELD EXPERIENCE CONTRACTUAL AGREEMENT

This contract is made and entered into by and between the Luther College Department of Education, Decorah, Iowa and Independence Schools.

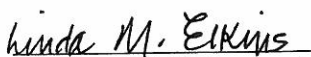
PROVISIONS:

1. Luther College and Independence Schools agree to participate, if placements are available, in the district in a field experience program, which includes, but is not limited to: Student Teaching, Student Observations, and other field experiences during the 2011-2012 academic year. This agreement may include assignments in elementary (grades Pre-K-6), secondary (grades 7-12), and special fields [Art, Music, Physical Education, and Health (K-12)].
2. Luther College will provide supervision by one or more of the following: faculty member(s), or trained and credentialed specialists in education, for students participating in Field Experiences who are placed in the school district identified under item 1, above.
3. **Luther College agrees to compensate the school district in the amount of \$125 for one-half a semester or \$250 for a full semester for each student placed as a student teacher.** Payment is to be made at the end of each semester after the Department of Education receives the written Student Teacher Evaluation from the Cooperating Teacher. Allocation of compensation to each cooperating teacher is to be directly made to the cooperating teacher, unless otherwise specified by the district. Payment for a student teacher who has withdrawn prior to the middle of the term shall be one-half of the normal reimbursement with payment to be made at the end of the period. **Other field experiences identified in this agreement will be compensated with regard to time involvement and course objective, and will be stated at the time of the request.**
4. Student Teachers and other field experience enrollees of Luther College Department of Education are to comply with all the contracted school district's rules, regulations, and policies. Termination or change in assignment will be the option of Independence Schools, as well as the option of Luther College, should circumstances warrant such an action.

March 7, 2011


Chair, Department of Education
or the Luther College Board of Regents

March 7, 2011


Linda M. Ekins
Director of Field Placement

Date

Representative for Independence Schools

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

DATE OF REQUEST: 3/4/11

BUILDING: District

NAME OF GROUP: Mentoring Program

DATE(S) OF SALE: 4/2/11

PURPOSE OF FUNDRAISER: Funds for activities for mentors & students in mentoring program

DESCRIPTION OF ITEMS TO BE SOLD: Door admission \$2 adults, 1 child, \$10 per family; tattoos \$5 ea; cake walk \$1 ea; time t-shirts \$10 ea; dances or photos with "The Champ"; students collect cash for the event to promote community events in the future; Leo Club selling concessions

COST OF ITEMS TO BE SOLD: Varies

WHEN WILL YOUR GROUP BE SELLING ITEMS: 6-8 p.m.

WILL THE ITEMS BE SOLD IN THE SCHOOL, COMMUNITY OR BOTH: School

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED: none

DATE FOR PROGRESS REPORT ON FUNDRAISER: after event

ESTIMATED PROFIT FROM FUNDRAISER: \$500 - 1,000

SIGNATURES: Val Maximovich GROUP SPONSOR

Jan Peterson BUILDING PRINCIPAL

Alan Miller ACTIVITIES DIRECTOR

Lynette Engel DIRECTOR OF FINANCE

ACTUAL FUNDS RAISED: \$ _____

TARGET GOAL MET? YES NO

INDEPENDENCE COMMUNITY SCHOOL DISTRICT
ACTIVITY FUND
FUNDRAISING REQUEST

3
DATE:

BUILDING:

NAME OF GROUP:

DATE(S) OF SALE:

PURPOSE OF FUNDRAISER:

DESCRIPTION OF ITEM TO BE SOLD:

COST OF ITEM TO BE SOLD:

WHEN WILL YOUR GROUP BE SELLING ITEMS:

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

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED:

DATE FOR PROGRESS REPORT ON FUNDRAISER:

(This report may be waived)

ESTIMATED PROFIT FROM FUNDRAISER:

SIGNATURES:

Group Sponsor

Building Principal

Activities Director

Administration Office

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

DATE OF REQUEST: 3-10-11

BUILDING: ~~HHS~~ Jr./Sr. High

NAME OF GROUP: Football

DATE(S) OF SALE: April 4th

PURPOSE OF FUNDRAISER: To raise funds to purchase
trailer to pull equipment to away games.

DESCRIPTION OF ITEMS TO BE SOLD: raffle tickets

COST OF ITEMS TO BE SOLD: to be determined - looking for donations.


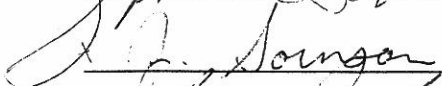
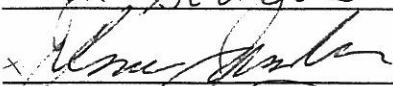
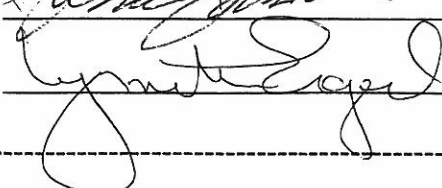
WHEN WILL YOUR GROUP BE SELLING ITEMS: thru 1st home FB game.

WILL THE ITEMS BE SOLD IN THE SCHOOL, COMMUNITY OR BOTH: Both

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED: _____

DATE FOR PROGRESS REPORT ON FUNDRAISER: _____

ESTIMATED PROFIT FROM FUNDRAISER: \$3,000

SIGNATURES:  GROUP SPONSOR
 BUILDING PRINCIPAL
 ACTIVITIES DIRECTOR
 DIRECTOR OF FINANCE

ACTUAL FUNDS RAISED: \$ _____

TARGET GOAL MET? YES NO

INDEPENDENCE COMMUNITY SCHOOL DISTRICT
ACTIVITY FUND
FUNDRAISING REQUEST

DATE: 3/9/11

BUILDING: West

NAME OF GROUP: Summer Enrichment Camp

DATE(S) OF SALE: 4/14 - 5/26

PURPOSE OF FUNDRAISER: to provide scholarships for students to attend the program

DESCRIPTION OF ITEM TO BE SOLD: we would ask

businesses to sponsor students. We have already
have several businesses who have volunteered to sponsor
COST OF ITEM TO BE SOLD: a student registration and adult

be depending on funding we can provide
WHEN WILL YOUR GROUP BE SELLING ITEMS: April 14, 2011 - May 26

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

IN WHAT OTHER FUNDRAISING PROJECTS IS YOUR GROUP INVOLVED: _____

Milk Mocha, Bortops, GSP, Life Touch,

DATE FOR PROGRESS REPORT ON FUNDRAISER: May 24, 2011
(This report may be waived)

ESTIMATED PROFIT FROM FUNDRAISER: _____

SIGNATURES: Diane Kinsett Group Sponsor

Sandy M. M. M. Building Principal

Mr. Foster Activities Director

Signe E. E. Administration Office

It is our recommendation to the Board of Education that due to smaller class sizes in first and third grade for the 2011-2012 school year, we reduce by one section both of these grade levels. We also recommend that we increase the kindergarten and fourth grades one section each to accommodate higher class sizes. These actions can be handled by transferring one first and one third grade teacher to kindergarten and fourth grade. Please note that if Kindergarten numbers are finalized close to our current numbers, no transfer out of first grade will occur and Kindergarten will remain at 4 sections.

Sandy Merritt

Mary Jean Blaisdell

EAST**2010-11 Current Enrollments**

Grade	2010-11 enrollment as of 3/7	# of sections	Students per classroom
K	81	4	20/21
1	97	5	19/20
2	84	5	16/17

2011-2012 Projections

Grade	2011-12 predicted enrollment	# of sections	Students per classroom
K	86 (low end)	4	21/22
		5*	17/18*
	93 (high end)	4	23/24
		5*	18/19*
1	81	5	16/17
		4	20/21*
2	97	5	19/20

Assuming the above K numbers are close to target and if no new staff would be hired, I would recommend that a reassignment occur so that K has 5 sections and first grade has 4.

WEST**2010-11 Current Enrollments**

Grade	2010-11 enrollment as of 3/4	# of sections	Students per classroom
3	106	5	21/22
4	93	4	23/24
5	95	4	23/24
6	98	4	24/25

2011-2012 Projections and Recommendations

Grade	2011-12 predicted enrollment	# of sections	Students per classroom
3	86	4	21/22
4	106	5	21/22
		4	26/27
5	93	4	23/24
6	95	4	23/24

I would recommend 5 sections of 4th grade for these reasons:

1. 26/27 is larger than any other grade level class size in the elementary.
2. This grade has lots of needs. Several of the students struggle to learn. 22 are in special education and about half of them have high needs.
3. We were designated a School In Need of Assistance because our students in special education did not make adequate growth. There are more 4th graders in special education than any other grade level. Increasing their class size could be detrimental to their progress.

By reducing 3rd grade to 4 sections and increasing 4th to 5 sections, there would only need to be a shift in assignment.

Independence Board Resolution for Budget Guarantee

RESOLVED, that the Board of Directors of the Independence Community School District, will levy property tax for fiscal year 2011-2012 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa.

March 21, 2011

Board President

Board Secretary



Independence

Community School District

Office of Stephen Noyes
Technology Director

Board of Education
Staff Computer Replacement Program
March 21, 2011

2011 is the end of the three-year lease/finance program of the previous computer replacement program. Instead of replacing all of the computers we previously purchased, we now plan to replace staff computers in April, 2011. We are not planning to replace any current 3-year old student computers at this time even though they were purchased at the same time as the teacher computers. The district will continue to use all of the computers we previously purchased three years ago. Starting in the fall, 2011, the district will have very few computers more than three-years old.

We have decided to break the staff laptop order into two parts: Apple/PC. If we receive the Apple computers first, Ryan and I will distribute them before the PC computers arrive. The staff will have access to their current computer as well as the new laptop until school is finished for the academic year. The teachers will be able to take the laptops home for the summer. Their current teacher computers will be reassigned and moved throughout the district.

Apple, Inc is the only authorized seller of Apple computers to schools.

Apple Macintosh Computers 13 inch	71	\$1,044.05	\$74,127.55
Apple Macintosh Computers 15 inch	8	\$1,614.05	\$12,912.40
Apple VGA adapters	79	\$27.55	\$2,176.45
		Total:	\$88216.40

All current teacher Apple desktop computers will be used to replace the older computers throughout the district. The current teacher Apple laptops will be used to supplement the current mobile labs we received from the Microsoft Settlement Money. Ryan and I will evaluate each computer over the summer to ensure it is good operational order before being moved to its new home. We will also delete any current data from the computers.

If approved, I expect the computers to arrive the week of 3/29 and to be out to the teachers by the middle of April.

Sincerely,

Stephen Noyes

Apple Inc. Education Price Quote

Customer:

Steve Noyes
INDEPENDENCE COMM S DISTRICT
3193347405 phone
snoyes@independence.k12.ia.us email

Apple Inc:

Craig Reyes
12545 Riata Vista Circle
MS: 198-3IES
Austin, TX 78727-6524
512-674-6894 ph
866/845-2999 fax
craigr@apple.com email

Apple Quote: W71372628
Quote Date: 08-MAR-2011
Quote Valid Until: 25-MAR-2011

Quote Comments:

Qty	Unit Price	Extended Price	Extended Price	Extended Price
1	MC721LL/A	MacBook Pro, 15-inch, 2.0GHz Intel Core i7	1,699.00	1,614.05
2	MC700LL/A	MacBook Pro 13-inch, 2.3GHz Dual-core Intel Core i5	1,099.00	1,044.05
3	MB572Z/A	Mini-DisplayPort to VGA Adapter	29.00	27.55
Edu List Price Total				92,712.00
Total Discount				4,635.60
Extended Disc. Sub Total				\$89,216.40
eWaste Fee / Recycling Fee				0.00

Extended Disc. Total Price*

*In most cases Extended discounted Total price does not include Sales Tax
*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Completing your order is easy:

*Reference Apple Quote number W71372628 on your Purchase Order
*Fax a copy of this quote along with your Purchase Order to 866/845-2999:

Apple Inc.
12545 Riata Vista Circle
MS: 198-3IES
Austin, TX 78727-6524

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SEA # 583329

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Document rev 9.6

Date of last revision - January 18, 2011