

# BOARD REPORT

April 17, 2023

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



# Independence Community School District

1207 1st Street West  
Independence, Iowa 50644

(319) 334-7400 Phone  
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**Russell Reiter**, Superintendent

**Erin Burmeister**, Director of School Improvement

**Lori Schaul**, Human Resources Director

**Laura J. Morine**, Director of Finance/Board Secretary

**Stephen Noyes**, Director of Technology

April 14, 2023

To: All School Board Members

Kim Hansen – DD #3 '23

Charlie McCardle – DD #3 '25

From: Russell Reiter, Superintendent

Eric B. Smith – DD #2 '23

Gina Trimble – At Large '25

Audrey Hill – DD #1 '23

Re: Working agenda for the public hearing and regular meeting on **Monday, April 17, 2023** beginning at **5:50 p.m.** at the **School Administration Office, 1207 1st Street West**, Independence, IA

## **PUBLIC HEARING – 5:50 p.m.**

1. CALL TO ORDER
2. AMENDED 2022-2023 CERTIFIED BUDGET
3. PROPOSED 2023-2024 CERTIFIED BUDGET

## **REGULAR MEETING – 6:00 p.m.**

1. PLEDGE OF ALLEGIANCE  
A. Call to Order
2. APPROVAL OF AGENDA
3. CONSIDERATION OF ACTION ON CONSENT ITEMS  
A. Approval of the minutes of the regular meeting on March 20, 2023, the special meeting on March 21, 2023, the special meeting on March 28, 2023, the public meetings on March 30, 2023, and the special meeting on April 11, 2023.

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

### **Second Readings:**

	POLICY #	POLICY NAME
1.	606.8*	School Assembly
2.	606.9	Insufficient Classroom Space
3.	606.10*	Early Release for Seniors
4.	607.1*	Student Guidance and Counseling Program
5.	607.2 and 607.2R1	Student Health Services and Student Health Services Administrative Regulations
6.	607.3*	Musical Instrument Display Night
7.	607.4	Class Ring Display

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

**First Readings:**

	POLICY #	POLICY NAME
1.	219.2*	Board of Directors' Member Development and Training
2.	701.05 and 701.05R1 (New Policy)	Fiscal Management and Financial Metrics
3.	705.1* and 705.1R1, and 705.1R2*	Purchasing – Bidding, Suspension and Debarment of Vendors and Contractors Procedure, and Using Federal Funds in Procurement Contracts
4.	804.9 and 804.9R1*	Radon Mitigation and Radon Mitigation Regulation

**C. Approval of Resignations**

NAME	ASSIGNMENT	DATE
Emma Boots	JSH 8.0 hr Daytime Custodian	04/06/2023
Lydia Butters	JSH Assistant Softball Coach	03/20/2023
Madison Corkery	JSH English/Language Arts Teacher	End of 2022-2023 School Year
Christie Litterer	East Elem Professional School Counselor	05/31/2023
Alexis Whealy	JSH Student Success Coordinator/Instructor	End of 2022-2023 School Year

**D. Approval of Transfers/Reassignments**

NAME	PREVIOUS ASSIGNMENT	NEW ASSIGNMENT	SALARY	DATE
Heather Grover	West Elem Instructional Coach	East/West Elem .5 FTE Extended Learning Program (ELP) Teacher/.5 FTE Computer Science Teacher	\$53,107*	08/17/2023
Brian Jesse	JSH Science Teacher	District Teacher Librarian/ Media Specialist	\$70,426*	08/17/2023

\*Pending 2023-2024 Negotiations

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

NAME	ASSIGNMENT	SALARY	DATE
Hugh DeBerg	JSH JH Girls Track Coach	\$2,426	04/03/2023
Alexander Farmer	JSH Physical Education Teacher	\$43,671*	08/16/2023
Dianna Kosobucki	JSH Professional School Counselor	\$48,421*	08/07/2023
Noa Marting	West Elementary Special Education Teacher	\$43,671*	08/16/2023
Spencer Pink	JSH Student Success Coordinator/Instructor	\$45,885*	08/16/2023
Justin Putz	JSH JH Boys Track Coach	\$2,223	04/03/2023
Chris Shannon	JSH Assistant Baseball Coach	\$3,557	05/01/2023
Shawn Thill	Central Office Payroll and Benefit Specialist	\$13,678.16 pro-rated	03/29/2023
Cole Trimble	JSH .5 FTE Assistant Softball Coach	\$1,563	05/01/2023
Leah Wroten	JSH Assistant Girls Basketball Coach	\$2,803*	11/13/2023

\*Pending 2023-2024 Negotiations

**F. Approval of Financial Reports**

1. Bills – Director McCardle will have reviewed the bills – Smith will review in May
2. Budget Report

**4. ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS**

A. Comments from the Public. Residents of the District, students attending the District, parents/guardians of students attending the District, and District staff members may address the Board about any topic relevant to the District whether on the current agenda or not. Those who wish to speak must sign up at the beginning of the meeting. Speaker's participation is limited to three minutes once per board meeting. The Board President may need to reduce the three-minute time limit to accommodate more speakers in the 20 minutes allotted for the public forum. The Board

President may modify this time limit, if deemed appropriate or necessary to allow all speakers up to three-minutes. The views and opinions of citizens addressing the Board do not necessarily reflect those of the Board, District administration, or staff. We ask speakers to remember that Iowa law prohibits the Board from discussing specific employees or students or their performance. Student speakers will state their name and school. Others will state their name and address. NOTICE: This communication and any response to it may constitute a public record, and therefore, may be available upon request under Iowa public records law, Iowa Code Chapter 22.

B. Comments from the Board/Superintendent

C. Presentations

1. District Communication Plan
2. Updated Curriculum and Recommendations for Purchase of Materials

5. REPORTS

A. Building Administrator Reports

1. Junior-Senior High School Principal
2. Junior-Senior High School Assistant Principal
3. West Elementary Principal
4. East Elementary/Early Childhood Center Principal

B. District Director Reports

1. Activities Director Report
2. Director of School Improvement Report
3. Director of Technology Report
4. Director of Food Service Report
5. Director of Buildings & Grounds Report
6. Director of Transportation Report

6. OLD BUSINESS

A. Review East/West Elementary Construction Project

B. Review the Diversity, Equity, and Inclusion (DEI) Committee

7. NEW BUSINESS

A. Consider Approval of the Amended 2022-2023 Certified Budget

B. Consider Approval of the Proposed 2023-2024 Certified Budget

C. Consider Approval of the Independence Community School District Graduate Candidates for May 2023

8. ADJOURNMENT

UPCOMING MEETINGS:

Monday, May 15th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence

Monday, June 19th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence

Monday, July 17th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence

Monday, August 21st Regular Meeting 6:00 p.m. - Central Office Board Room, Independence

Monday, September 18th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence

Monday, October 16th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence

Monday, Nov. 20th Regular/Annual and Organizational Meeting 6:00 p.m. - Central Office Board Room, Independence



**Independence Community School Board Meeting  
Regular Meeting  
March 20, 2023**

A regular meeting of the Independence Community School Board was called to order at 6:00 p.m. by President Kim Hansen at the Administration Office, 1207 1<sup>st</sup> St West, Independence, Iowa on March 20, 2023. The Pledge of Allegiance was recited.

Members Present: Kim Hansen, Charlie McCardle, Gina Trimble, Eric Smith and Audrey Hill, Supt. Reiter and Board Secretary Morine.

Members Absent: none

Others Present: Ian Kleman, Dewey Hupke, Cheri Reed, Kay Reidy, Erin Burmeister, Justin Putz, Pam Wendel, Kim Chesmore and Chad O'Brien.

Guests: Matt Miller and John Klotzbach

**APPROVAL OF AGENDA** – McCardle moved to approve the agenda. Trimble second, motion carried 5-0.

**CONSIDERATION OF ACTION ON CONSENT ITEMS** – Smith moved to approve the consent items 3A-D and to revise the February minutes to include that Smith asked for, and gained consent from the Board, to a put a revision to Policy 501.11 Student Release During School on the March board agenda. Trimble second. The board discussed the Policy 501.11 that was included on the March agenda. Smith amended the motion to strike the first reading of Policy 501.11 from the agenda. Trimble second the amendment but asked that the policy come back in the April or May meeting. Hanse asked that the review of Policy 501.11 be completed by June 30. Supt Reiter thanked Janette Hopkins and Kathy Tegler for their many years of service and wished them the very best with their retirement. They both will be missed. Motion carried 5-0.

A. Approval of the minutes of the public hearing on February 20, 2023, the regular meeting on February 20, 2023, the special meeting on March 1, 2023, and the special meeting on March 7, 2023.

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

**Second Readings:**

	POLICY #	POLICY NAME
1.	605.6, 605.6E1, and 605.6R1*	Internet – Appropriate Use, Elementary Internet Access Form, Secondary Internet Access Form, and Internet – Appropriate Use Regulation
2.	605.7* and 605.7R1*	Use of Information Resources and Use of Information Resources Regulation
3.	606.1*	Shared Students
4.	606.2*	Class Size – Class Grouping
5.	606.3*	Homework
6.	606.4*	School Ceremonies and Observances
7.	906.1* and 906.1E1*	Community Use of School District Facilities & Equipment and Community Use of School District Facilities & Equipment Exhibit
8.	606.5	Animals in the Classroom
9.	606.6	Student Production of Materials and Services

**First Readings:**

	POLICY #	POLICY NAME
1.	606.8*	School Assembly
2.	606.9	Insufficient Classroom Space
3.	606.10*	Early Release for Seniors
4.	607.1*	Student Guidance and Counseling Program
5.	607.2 and 607.2R1	Student Health Services and Student Health Services Administrative Regulations
6.	607.3*	Musical instrument Display Night
7.	607.4	Class Ring Display
8.	501.11*	<del>Student Release During School Hours</del>

**C. Approval of Resignations**

NAME	ASSIGNMENT	DATE
Madison Corkery	JSH Assist Large Group Speech Coach	03/02/2023
Michelle Culp	West Elem 7.25 hr Special Ed Para	03/07/2023
Janette Hopkins	East Elem 8.0 hr Secretary	07/28/2023
Sherry Kilby	Central Office Payroll and Benefits Specialist	03/06/2023
Lori Kurt	ECC/East and West Elementary PK-6 Special Instructional Coach	End of 2022-2023 School Year
Jacob McMartin	JSH P.E. Teacher	End of 2022-2023 School Year
Jacob McMartin	JSH Assistant Football Coach	End of 2022-2023 School Year
Kathy Tegler	East Elem 5.5 hr Special Ed Para	End of 2022-2023 School Year

**D. Approval of New Hires (*pending acceptable background checks*)**

NAME	ASSIGNMENT	SALARY	DATE
Chad Anderson	JSH Industrial Technology/Building Trades Teacher	\$55,202*	08/16/2023
Tim Darland	JSH JH Boys Basketball Coach	\$2,426	01/03/2023
Jeff Kremer	District Custodial Supervisor/Assistant Maintenance	\$13,697.45 (pro-rated)	04/03/2023

\*Pending 2023-2024 Negotiations

E. Approval of Financial Reports - Trimble moved to approve the Financial Reports. McCardle second. Smith questioned the WCF Financial transaction as the description indicated service. Morine indicated it was a transfer as WCF Financial offered an increased interest rate. Morine had worked with the banks to negotiate increased interest rate. ISJIT(Iowa School Joint Investment Trust) is offering an interest rate of over 4% and the district wants to keep our funds local. McCardle second, motion carried 5-0.

1. Bills – Director Smith reviewed the bills. McCardle will review in April.
2. Budget Reports

**ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS**

A. Comments from the Public – none

B. Comments from the Board/Superintendent – McCardle welcomed and congratulated Audrey Hill on her election to the board. He indicated that the musical was outstanding. Trimble thanked McCardle for the pictures he takes. She appreciates the many pictures of our students on social media in the elementary classrooms. Hansen would encourage pictures from the high school as well. Hansen congratulated the 7 individual students that qualified for All State Speech in 8 events. 5 of them were performing at All State. She was extremely proud of all the students and

adults that helped with the musical. Hansen wanted to thank the community for voting to pass the PPEL resolution. Also, congratulations and thanks to Audrey Hill for her successful school board election. On Monday, March 21<sup>st</sup> the three Superintendent finalists will be in the district for interviews and Hansen wanted to thank the interview committees for their time and input. March 30<sup>th</sup> the board will have a special meeting to approve the Superintendent Contract and have an exempt session to discuss negotiations. IASB is hosting a Summit on School Success and Hansen would encourage all board members to attend. Hansen also wished Janette Hopkins and Kathy Tegler well in their upcoming retirement. Smith asked that at the next monthly board meeting, the board talk about the JSH restrooms that are locked and an update on maintenance items. Hill indicates she was looking forward to serving on the board. Trimble encouraged the public to reach out to the board on why they voted no on the PPEL resolution so that the board can understand their point of view. Beth Strike will be at the April meeting to help continue the work on the district's communication plan. The certified budget due date has been extended to May 1<sup>st</sup>, so the regular board meeting will be moved to the regular date of April 17<sup>th</sup>. Supt. Reiter reported that the students needed to make up 3 student days and recommends they are added to the end of the school year. June 1<sup>st</sup> will be the last student day. The board needs to set a date for the three companies to present their Facility Plan during a work session. Supt. Reiter will send out a Doodle to find a date. Supt Reiter also thanked the community for their support in renewing and increasing the PPEL resolution by 27 cents. Preliminary certified budget numbers look like the tax rate would go down 5 cents from the previous year even with the 27 cent PPEL increase. Congratulation to the elementary archery team for making it to Nationals in Kentucky.

#### C. Presentations

1. District Technology Plan – Steve Noyes indicated the Board Room technology had been updated and also reviewed the district technology plan. Smith requested a closed session in the future to discuss technology security.
2. Portrait of a Graduate – Erin Burmeister updated the board on the Portrait of a Graduate. The state had added an additional step so the committee needs to continue their work on the Adopt and Measure steps of the program before asking for board approval.

### REPORTS

#### A. Building Administrator Reports

1. Junior-Senior High School Principal – Trimble thanked Principal Kleman for subbing in the Physics class. Smith appreciated Kleman's analytics of the CTE classes and the recommendation to go back to block scheduling for those classes. Hansen appreciates the Peer to Peer Advisory Committee.
2. Junior-Senior High School Assistant Principal
3. West Elementary Principal
4. East Elementary/Early Childhood Center Principal

#### B. District Director Reports

1. Activities Director Report
2. Director of School Improvement Report
3. Director of Technology Report
4. Director of Food Service Report
5. Director of Buildings & Grounds Report
6. Director of Transportation Report

## **OLD BUSINESS**

- A. Review East/West Elementary Construction Project – Supt Reiter reported more work had been done and that the carpet seems to be okay. Smith asked about Emergency signage at Qest and asked that a date of April 30<sup>th</sup> be set for final inspection to close out the project.
- B. Review the Diversity, Equity, and Inclusion (DEI) Committee – next meeting is March 28<sup>th</sup> and then hopefully another meeting to be set before the end of the school year.

## **NEW BUSINESS**

- A. Approve Canvas of Votes from the March 7, 2023 Independence Community School Physical Plant and Equipment Levy (PPEL) Vote - McCardle moved to approve the Canvas of Votes from the March 7, 2023 Independence Community School Physical Plant and Equipment Levy (PPEL) Vote. Trimble second, motion carried 5-0.
- B. Approve Canvas of Votes from the March 7, 2023 Independence Community School Fill Vacancy District 1 – Smith move to approve the Canvas of Votes from the March 7, 2023 Independence Community School Fill Vacancy District 1. Trimble second, motion carried 5-0. Hill was sworn in before the meeting so she could participate as board member for the full meeting.
- C. Consider Approval of the AEA Purchasing Agreement for 2023-2024 – Trimble moved to approve the AEA Purchasing Agreement for 2023-2024. McCardle second, motion carried 5-0.
- D. Consider Approval of the Travel Request Form – June 2023: Matt Miller and Independence Baseball to Omaha, NE for College World Series – Trimble moved Approve of the Travel Request Form – June 2023: Matt Miller and Independence Baseball to Omaha, NE for College World Series. The Baseball club will cover the expenses for this trip that are in excess of the tournament play. Smith second, motion carried 5-0.

**ADJOURNMENT** – McCardle moved to adjourn the meeting. Smith second, motion carried 5-0. Meeting adjourned at 7:36 pm.

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Kim Hansen, President

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Laura Morine, Board Secretary

**Independence Community School Board Meeting  
Special Meeting  
March 21, 2023**

A special meeting of the Independence Community School Board was called to order at 6:35 p.m. by President Kim Hansen at the Administration Office, 1207 1<sup>st</sup> St West, Independence, Iowa on March 21, 2023.

Members Present: Kim Hansen, Charlie McCardle, Gina Trimble, Eric Smith and Audrey Hill, and Board Secretary Morine. Guests: Roger Wilcox and Shanlee McNally with Grundmeyer Leader Search.

**APPROVAL OF AGENDA** – Smith moved to approve the agenda. Trimble second, motion carried 5-0.

**OLD BUSINESS**

A. Closed Session – Superintendent Final Interviews – Summary – McCardle move to go into closed session as provided in Section 21.5(1)(i) of the Iowa Code; *To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.* Trimble second. Roll call vote: Hansen – aye, McCardle – aye, Smith – aye, Trimble – aye, Hill – aye. Motion carried 5-0 and Entered into closed session at 6:35 pm.

Closed session ended at 8:19 pm. The board will offer the preferred candidate a contract with the terms discussed during the closed session for the superintendent search. A press release will be available on Friday, March 24<sup>th</sup> to announce the new superintendent.

**ADJOURNMENT** – Trimble moved to adjourn the meeting. Smith second. Motion carried 5-0. Meeting adjourned 8:20 pm.

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Kim Hansen, President

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Laura Morine, Board Secretary

**Independence Community School Board Meeting  
Special Meeting  
March 28, 2023**

A special meeting of the Independence Community School Board was called to order at 6:37 p.m. by President Kim Hansen at the Administration Office, 1207 1<sup>st</sup> St West, Independence, Iowa on March 28, 2023. Board pictures were taken before the meeting.

Members Present: Kim Hansen, Charlie McCardle, Gina Trimble, Eric Smith and Audrey Hill, Supt. Reiter and Board Secretary Morine.

**APPROVAL OF AGENDA** – McCardle moved to approve the agenda. Trimble second, motion carried 5-0.

**OLD BUSINESS**

B. Consider Approval of Superintendent Contract - Smith moved to approve the three year probationary Superintendent contract to Cynthia Phillips for \$170,000. Trimble second, motion carried 5-0.

**ADJOURNMENT** – Smith moved to adjourn, McCardle second. Motion carried 5-0 and meeting adjourned at 6:45

**EXEMPT SESSION**

Negotiations Strategy Session – The exempt session started immediately after the adjournment. Supt. Reiter reviewed the financials of the district and the board discussed negation strategies.

Exempt session ended at 8:09 pm.

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Kim Hansen, President

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Laura Morine, Board Secretary



**Independence Community School Board**  
**Special Meeting**  
**March 30, 2023**

Public meetings were held at the Administration Office, 1207 1<sup>st</sup> St West, Independence, IA, starting at 4:00 pm on March 30, 2023. Attending: Sue Henkes, ITA Chief Negotiator; Paul Upmeyer, Kelci Jahnel, Director of Finance Morine, and Board President Hansen. Vice President Gina Trimble joined via Zoom. Supt Reiter was out of the district.

**FIRST MEETING:**

Sue Henkes from the Independence Teacher's Association (ITA) presented an opening statement. The ITA believes that public money is for public schools only. The ITA then presented their initial proposal to the Independence Community School Board for the 2023-24.

The ITA's initial proposal stated:

- An interest in continuing to develop a compensation system which attracts and retains quality employees and recognized the ever-changing school environment while staying within district budget constraints.
- An interest in continuing to develop a compensation system which advances the salaries for the sponsors and coaches for extra and co-curricular activities in order to attract and retain employees.
- An interest in participating in training for Interest Based Problem Solving (IBIS) designed to address mutual needs and concerns while fostering and maintaining respectful communications among the parties.
- An interest in protecting and preserving teaching and planning time within the school day to better serve students.

**SECOND MEETING: (held immediately following the first)**

Board President Hansen presented the district's opening statement.

Board initial proposal to the Independence Teacher's Association (ITA):

- An interest in continuing to development of a salary compensation model that attracts and retains the finest educators and professionals while staying within today's budgetary constraints.
- An interest in continuing to develop a compensation model that is fair and appropriately compensates sponsors and coaches for extra and co-curricular activities.
- An interest in participating in the "Interest Based Problem Solving" (IBPS) process to address mutual concerns among both parties. We believe that by working together and gaining a shared experience, we can continue to build trust and maintain a respectful working relationship.

The committee set the next meeting date for April 12<sup>th</sup> at 5:00 pm. Meeting ended at 5:20 pm. Full disclosure of all the initial proposal documents may be reviewed at the Administration Office.

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Kim Hansen  
Board Chair

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Laura Morine  
Director of Finance/Board Secretary

**Independence Community School Board Meeting  
Special Meeting  
April 11, 2023**

A special meeting of the Independence Community School Board was called to order at 6:08 p.m. by President Kim Hansen at the Administration Office, 1207 1<sup>st</sup> St West, Independence, Iowa on April 11, 2023.

Members Present: Kim Hansen, Charlie McCardle, Gina Trimble, Eric Smith and Audrey Hill, Supt. Reiter and Board Secretary Morine.

**APPROVAL OF AGENDA** – Trimble moved to approve the agenda. McCardle second, motion carried 5-0.

**NEW BUSINESS**

A. Budget Review – Supt. Reiter and Director of Finance Morine reviewed the budget with the board, prior to April 17<sup>th</sup> public hearing. The tax rate will go down to \$13.34 from last year's rate of \$13.39.last year.

**ADJOURNMENT** – Smith moved to adjourn, Hill second. Motion carried 5-0 and meeting adjourned at 6:26

**EXEMPT SESSION**

Negotiations Strategy Session – The exempt session started immediately after the adjournment. The board discussed negation strategies.

Exempt session ended at 8:26 pm.

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Kim Hansen, President

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Laura Morine, Board Secretary

## SCHOOL ASSEMBLY

The building principal may authorize programs or activities in the form of a school assembly when such events contribute to the achievement of education goals of the school district. School assemblies ~~shall~~ **will** comply with the school calendar.

In authorizing a school assembly, the building principal ~~shall~~ **will** consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors the building principal or superintendent consider relevant.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2003).

Cross Reference: 504 Student Activities

Approved 11/1/2004

Reviewed 05/27/2008

Revised \_\_\_\_\_

03/18/2013

09/17/2018

## INSUFFICIENT CLASSROOM SPACE

It is the goal of the district to create learning environments that encourage the growth and development of each student. Providing classrooms with an appropriate student-teacher ratio is central to achieving this goal.

Insufficient classroom space exists when conditions in the district adversely affect the implementation of the district's goals and its educational program.

Insufficient classroom space will be determined on a case-by-case basis.

In making its determination whether insufficient classroom space exists, the board may consider several factors, including but not limited to, the nature of the education program, the grade level, the available licensed employees, the instructional method, the physical space, student-teacher ratios, equipment and materials, facilities either being planned or under construction, facilities planned to be closed, financial condition of the school district and projected to be available, a sharing agreement in force or planned, a bargaining agreement in force, laws or rules governing special education class size, board-adopted school district goals and objectives, and other factors considered relevant by the board.

It will be the responsibility of the superintendent to make annual recommendations to the board. In making the recommendations, the superintendent will consider enrollment, space availability, the number of sections per grade level, and consultation with building administrators. It will be the responsibility of the superintendent to bring this policy to the attention of the board each year.

Legal Reference: Iowa Code § 282.18(13) (2003).  
281 I.A.C. 17.6(3).

Cross Reference: 105 Long-Range Needs Assessment  
501.15 Open Enrollment Transfers - Procedures as a Receiving District  
606.2 Class Size - Class Grouping

Approved 11/1/2004

Reviewed 05/27/2008  
03/18/2013  
09/17/2018  
01/17/2022

Revised 09/17/2018  
01/17/2022

## EARLY RELEASE FOR SENIORS

The school academic year for students ~~shall~~ **will** be for a minimum of 1,080 hours of instruction in the school calendar. Seniors may be excused up to 30 hours of instruction after they have met the district's requirements for graduation. The board may also excuse graduating seniors from making up days due to inclement weather if the student has met the school district's graduation requirements.

The superintendent has the authority to deny early release, or reduce the number of days for which graduating seniors may be excused, if a senior has failed to meet the requirements for graduation, as a form of discipline for an individual or for the class as a whole, or if the academic year has been disrupted by school closings for severe weather or other emergencies.

Legal Reference: Iowa Code §§ 20.9; 279.10 (2003).  
281 I.A.C. 12.2(1).

Cross Reference: 501 Student Attendance  
601.1 School Calendar

Approved 11/1/2004

Reviewed 05/27/2008  
03/18/2013  
09/17/2018

Revised 09/17/2018

## STUDENT GUIDANCE AND COUNSELING PROGRAM

The board will provide a student guidance and counseling program. The ~~guidance~~ *school* counselor will be certified with the Iowa ~~Department of Education~~ *Board of Educational Examiners* and hold the qualifications required by the board. The guidance and counseling program will serve grades pre-kindergarten through twelve. The program will assist students with their personal, educational, and career development. The program is coordinated with the education program and involves licensed employees.

Prior to graduation, the district will advise students on how to successfully complete the free application for federal student aid (FAFSA).

Legal Reference: Iowa Code § 280.14; 622.10 (~~2003~~);  
281 I.A.C. 12.3(11).

Cross Reference: 505.6 Graduation Requirements  
506 Student Records  
603 Instructional Curriculum  
604.5 Program for At-Risk Students

Approved 11/1/2004

Reviewed 05/27/2008  
03/18/2013  
09/17/2018  
09/19/2022

Revised 09/17/2018  
09/19/2022



## STUDENT HEALTH SERVICES

Health services are an integral part of comprehensive school improvement assisting all students to increase learning, achievement, and performance. Health services coordinate and support existing programs to assist each student in achievement of an optimal state of physical, mental, and social well-being. Student health services ensure continuity and create linkages between school, home, and community service providers. The school district's comprehensive school improvement plan, needs, and resources determine the linkages.

Except in emergent care situations or child abuse assessments, the district will not administer invasive physical examinations or health screenings of a student that are not required by state or federal law without first obtaining the written consent of the student's parent or guardian.

- Emergent care situation means a sudden or unforeseen occurrence of onset of a medical or behavioral condition that could result in serious injury or harm to a student or others in the event immediate medical attention is not provided. Emergent care situation includes the need to screen a student or others for symptoms or exposures during an outbreak or public health event of concern as designated by the department of public health.
- Invasive physical examination means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening.
- Student health screening means an intentionally planned, periodic process to identify if students may be at risk for a health concern and to determine if a referral for an in-depth assessment is needed to consider appropriate health services. Student health screening does not include an episodic, individual screening done.

The superintendent, in conjunction with the school nurse, will develop administrative regulations implementing this policy.

Legal Reference: 42 U.S.C. §§ 12101 *et seq.*  
 34 C.F.R. pt. 99, 104, 200, 300 *et seq.*  
 29 U.S.C. § 794(a)  
 28 C.F.R. 35  
 20 U.S.C. 1232g § 1400 6301 *et seq.*  
 Iowa Code §§ 22.7, 139A.3. .8, .21; 143.1, 152, 256.7(24), .11, 279; 280.23.  
 281 I.A.C. 12.3(4), (7), (11); 12.4(12); 12.8.  
 282 I.A.C. 15.3(14); 22.  
 641 I.A.C. 7.  
 655 I.A.C. 6.

Cross Reference: 501.4 Entrance - Admissions  
 507 Student Health and Well-Being

Approved 11/1/2004

Reviewed 05/27/2008  
03/18/2013  
09/17/2018  
08/15/2022

Revised 05/27/2008  
08/15/2022

## STUDENT HEALTH SERVICES ADMINISTRATIVE REGULATIONS

- I. Student Health Services – Each school building may develop a customized student health services program within comprehensive school improvement based on its unique needs and resources. Scientific advances, laws, and school improvement necessitate supports to students with health needs to receive their education program.
- A. Supports to improve student achievement include:
1. Qualified health personnel
  2. School superintendent, school nurse, and school health team working collaboratively
  3. Family and community involvement
  4. Optimal student health services program with commitment to its continuing improvement
- B. Components provided within a coordinated school health program include:
1. Health Services
  2. Nutrition
  3. Healthy, safe environment
  4. Staff wellness
  5. Health Education
  6. Physical education and activity
  7. Counseling, psychological, and social services
  8. Family and community involvement

Student health services are provided to identify health needs; facilitate access to health care; provide for health needs related to educational achievement; promote health, well-being, and safety; and plan and develop the health services program.

## II. Student Health Services Essential Functions

- A. Identify student health needs:
1. Provide individual initial and annual health assessments
  2. Provide needed health screenings
  3. Maintain and update confidential health records
  4. Communicate (written, oral, electronic) health needs as consistent with confidentiality laws
- B. Facilitate student access to physical and mental health services:
1. Link students to community resources and monitor follow through
  2. Promote increased access and referral to primary health care financial resources such as Medicaid, HAWK-I, social security, and community health clinics
  3. Encourage appropriate use of health care
- C. Provide for student health needs related to educational achievement:
1. Manage chronic and acute illnesses
  2. Provide special health procedures and medication including delegation, training, and supervision of qualified designated school personnel

## STUDENT HEALTH SERVICES ADMINISTRATIVE REGULATIONS

3. Develop, implement, evaluate, and revise individual health plans (IHPs) for all students with special health needs according to mandates in the Individuals with Disabilities Education Act (IDEA), Rehabilitation Act (Section 504), and Americans with Disabilities Act (ADA)
  4. Provide urgent and emergency care for individual and group illness and injury
  5. Prevent and control communicable disease and monitor immunizations
  6. Promote optimal mental health
  7. Promote a safe school facility and a safe school environment
  8. Participate in and attend team meetings as a team member and health consultant
- D. Promote student health, well-being, and safety to foster healthy living:
1. Provide developmentally appropriate health education and health counseling for individuals and groups
  2. Encourage injury and disease prevention practices
  3. Promote personal and public health practices
  4. Provide health promotion and injury and disease prevention education
- E. Plan and develop the student health services program collaboratively with the superintendent, school nurse, and school health team:
1. Gather and interpret data to evaluate needs and performance
  2. Establish health advisory council and school health team
  3. Develop health procedures and guidelines
  4. Collaborate with staff, families, and community
  5. Maintain and update confidential student school health records
  6. Coordinate program with all school health components
  7. Coordinate with school improvement
  8. Evaluate and revise the health service program to meet changing needs
  9. Organize scheduling and direct health services staff
  10. Develop student health services annual status report
  11. Coordinate information and program delivery within the school and between school and major constituents
  12. Provide health services by qualified health professionals to effectively deliver services, including multiple levels of school health expertise such as registered nurses, physicians, and advanced registered nurse practitioners
  13. Provide for professional development for school health services staff
- III. Expanded Health Services – These additional health services address learning barriers and the lack of access to health care. Examples include school-based services in the school, school-linked services connected to the school, primary care, mental health, substance abuse, and dental health.

## MUSICAL INSTRUMENT DISPLAY NIGHT

Annually, as a service to students and their parents, the board may hold a musical instrument display night. The event is designed to provide an opportunity for students and their parents to view, purchase, or rent musical instruments and accessories if they desire.

This policy does not require students and parents to purchase musical instruments from the vendor displaying at this event. This policy ~~shall~~ **will** not limit a student's participation in the band or require a student to participate in band or other activities involving musical instruments.

It will be the responsibility of the superintendent to develop guidelines regarding the qualifications a vendor must meet to display at this event. Vendors, invited by the teacher, must meet those qualifications.

Legal Reference: Iowa Code § 280.14 (2003).  
1980 Op. Att'y Gen. 580.

Cross Reference: 504 Student Activities  
906 Use of School District Facilities & Equipment

Approved 11/1/2004

Reviewed 05/27/2008  
03/18/2013  
09/17/2018

Revised \_\_\_\_\_

## CLASS RING DISPLAY

Annually, as a service to students and their parents, the board may provide a class ring display for students in grades nine through twelve. The service is designed to provide an opportunity for students and their parents to view class rings and accessories.

This policy does not require students or parents to purchase class rings from the vendor displaying at the school.

It will be the responsibility of the superintendent to develop guidelines regarding the qualifications a vendor must meet to display at this event. Vendors are chosen by the principal and must meet the qualifications established by the superintendent.

Legal Reference: Iowa Code § 280.14 (2003).  
1980 Op. Att'y Gen. 580.

Cross Reference: 504 Student Activities  
906 Use of School District Facilities & Equipment

Approved 11/1/2004

Reviewed 05/27/2008  
03/18/2013  
09/17/2018

Revised \_\_\_\_\_

## BOARD OF DIRECTORS' MEMBER DEVELOPMENT AND TRAINING

***High achieving school boards work as a team to create high expectations for all students. Board learning is foundational to creating this solid governance structure focused on student learning for school boards.***

The board may participate in conferences sponsored by educational associations and agencies in addition to its own in-service programs and work sessions.

The board ~~shall~~ **will** work closely with the Iowa Association of School Boards' and encourage the board members to participate in conferences ***qualifying learning opportunities*** to achieve the ~~Better Boardsmanship~~ ***Annual Board Award***.

Legal Reference: Iowa Code §§ 279.8, .38.

Cross Reference: 219.1 Association Membership  
219.4 New Board of Directors' Member Orientation

Approved 11/01/2004

Reviewed 05/18/2006  
01/17/2011  
01/18/2016  
04/20/2020

Revised 04/20/2020



## FISCAL MANAGEMENT

The Board recognizes its fiduciary responsibility to oversee the management of school district funds in keeping with the school district vision, mission and goals. To achieve this purpose, the board may engage in learning about the financial needs, operations and requirements of the district as appropriate for the board's understanding of the district's financial position. The Board also commits to engaging in annual financial goal setting for the district based upon measurable data and projections for the district.

After the fiscal year has closed, the Superintendent or their designee will provide to the Board concise, timely, well organized financial data. The Board will exercise its oversight responsibilities by reviewing relevant PK-12 public education sector indicators to understand the financial trends of the district.

The board will establish and review financial goals annually. The District will measure whether these goals were obtained as of June 30, but only after completion of the Certified Annual Report due September 15th each year.

Providing the best possible educational experience for all students and meeting federal, state, and local academic goals for each student requires maximizing General Fund resources for use in the instructional program. The board may request from the School Budget Review Committee (SBRC) additional modified spending authority (MSA) where it may be available for items such as:

- Special education deficit balances
- Advances to support increasing student enrollment
- Supports for students identified as English Learners
- At risk / dropout prevention programming
- Initial staffing associated with opening new buildings or programs
- Any other lawful purpose

Any award of modified supplement amount will be levied as a cash reserve based on the recommendation of the superintendent/designee and approved by the Board of Education in keeping with the fiscal management performance measures provided for in district policy.

Legal Reference: Iowa Code §§ 257.7, 31; 279.8

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

## FINANCIAL METRICS

The following relevant PK-12 public sector indicators will be provided to the Board annually to better understand the financial trends of the district. These indicators will be an accurate depiction as of June 30th of the preceding fiscal year and will depict at a minimum of 3 years of data.

- Total revenues and expenditures by fund and major sources;
- Financial Solvency Ratio - assigned plus unassigned fund balances divided by total revenue minus AEA flow through;
- Unspent Authorized Budget Ratio - amount of maximum spending authority left at year end after deducting the general fund expenditures incurred during the year;
- Unspent Authorized Balance Ratio Net of Restricted Fund Balances (Categorical Fund Balances) - amount of maximum spending authority left at year end after deducting both the general fund expenditures incurred during the year and the total restricted fund balances (categorical fund balances) at year end;
- Enrollment Trend - funding follows the student so it is important to understand district enrollment numbers;
- Staff costs as a percent of total general fund.

### Financial Projections

The general fund is the operating fund of the district where the majority of salaries and benefits are funded. Projections will help the board determine sustainability of the annual operating budget and help make future budgetary decisions.

The District is committed to utilizing the following financial metrics in determining district financial goals:

1. Unspent Authorized Budget Ratio: Maintain unspent authorized budget ratio within the 16-18% target range. The current year's projected balance will be discussed with the Board before staffing and other spending decisions are finalized for the succeeding year.
2. Unspent Authorized Budget Net of Restricted Fund Balances (Categorical Balances): Maintain unspent authorized budget ratio net of restricted fund balances (categorical balances) within the 10% target range. The district will attempt to spend the restricted (categorical) annual allocation in the year received to the extent possible.
3. Solvency Ratio: Maintain an unrestricted, uncommitted general fund balance within the 15-18% target range with 8-10% being a minimum goal. The current year's projected balance will be discussed with the Board before establishing the succeeding year's cash reserve levy and before staffing and other spending decisions are finalized.

## PURCHASING – BIDDING

The board supports economic development in Iowa, particularly in the school district community. As permitted by law, purchasing preference will be given to Iowa goods and services from locally-owned businesses located within the school district or Iowa based companies if the cost and other considerations are relatively equal and meet the required specifications. However, when spending federal Child Nutrition Funds, geographical preference is allowed only for unprocessed agricultural food items as a part of response evaluation. Other statutory purchasing preferences will be applied as provided by law, including goals **and reporting** with regard to procurement from certified targeted small businesses, minority-owned businesses, and female owned businesses.

### Goods and Services

The board ~~shall~~ **will** enter into goods and services contract(s) as the board deems to be in the best interest of the school district. It ~~shall~~ **will** be the responsibility of the superintendent to approve purchases, except those requiring board approval as described below or as provided by in law. The superintendent may coordinate and combine purchases with other governmental bodies to take advantage of volume price breaks. Joint purchases with other political subdivisions will be considered in the purchase of equipment, accessories, or attachments with an estimated cost of \$50,000 or more.

Purchases for goods and services ~~shall~~ **will** conform to the following:

- The superintendent ~~shall~~ **will** have the authority to authorize purchases without prior board approval and without competitive request for proposals, quotations, or bids for goods and services up to \$75,000.
- For goods and services costing at least \$75,001 and up to \$135,000, the superintendent ~~shall~~ **will** receive proposals, quotations, or bids for the goods and services to be purchased prior to board approval. The quotation process may be informal, and include written or unwritten quotations.
- For goods and services exceeding, \$135,000, the competitive request for proposal (RFP) or competitive bid process ~~shall~~ **will** be used and received prior to board approval. RFPs and bids are formal, written submissions via sealed process.

In the event that only one quotation or bid is submitted, the board may proceed if the quotation or bid meets the contract award specifications.

The contract award may be based on several cost considerations including, but not limited to the following:

- The cost of the goods and services being purchased;
- Availability of service and/or repair;
- The targeted small business procurement goal and other statutory purchasing preferences; and
- Other factors deemed relevant by the board.

The board may elect to exempt certain professional services contracts from the thresholds and procedures outlined above.

The thresholds and procedures related to purchases of goods and services do not apply to public improvement projects.

## PURCHASING – BIDDING

**Public Improvements**

The board ~~shall~~ **will** enter into public improvement contract(s) as the board deems to be in the best interest of the school district. 'Public improvement' means "a building or construction work which is constructed under the control of a governmental entity and for which either of the following applies: (1) has been paid for in whole or in part with funds of the governmental entity, (2) a commitment has been made prior to construction by the governmental entity to pay for the building or construction work in whole or in part with funds of the governmental entity. This includes a building or improvement constructed or operated jointly with any public or private agency."

The district ~~shall~~ **will** follow all requirements, timelines, and processes detailed in Iowa law related to public improvement projects. The thresholds regarding when competitive bidding or competitive quotations is required will be followed. Competitive bidding is required for public improvement contracts exceeding the minimum threshold stated in law. Competitive quotations are required for public improvement projects that exceed the minimum threshold amount stated in law, but do not exceed the minimum set for competitive bidding. The board ~~shall~~ **will** approve competitive bids and competitive quotes. If the total cost of the public improvement does not warrant either competitive bidding or competitive quotations, the district may nevertheless proceed with either of these processes, if it so chooses.

The award of all contracts for the public improvement ~~shall~~ **will** be awarded to the lowest responsive, responsible bidder. In the event of an emergency requiring repairs to a school district facility that exceed bidding and quotation thresholds, please refer to Policy No. 802.3.

The district ~~shall~~ **will** comply with all federal and state laws and regulations required for procurement, including the selection and evaluation of contractors. The superintendent or designee is responsible for developing an administrative process to implement this policy, including, but not limited to, procedures related to suspension and debarment for transactions subject to those requirements.

Legal Reference: Iowa Code §§ 26; 28E; 72; 73; 73A; 285; 297; 301.  
261 I.A.C. 54.  
281 I.A.C. 43.25.

Cross Reference: 705 Expenditures  
801.5 Site Acquisition  
802 Maintenance, Operation and Management  
802.3 Emergency Repairs  
803 Selling and Leasing

Approved 11/1/2004

Reviewed 10/26/2009

Revised 10/26/2009

11/21/2011

11/21/2011

06/18/2012

06/18/2012

12/15/2014

12/15/2014

02/16/2015

02/16/2015

05/16/2016

05/16/2016

10/15/2018

10/15/2018

01/20/2020

01/18/2021

01/18/2021

## SUSPENSION AND DEBARMENT OF VENDORS AND CONTRACTORS PROCEDURE

In connection with transactions subject to federal suspension and debarment requirements, the district is prohibited from entering into transactions with parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

When soliciting bids or otherwise preparing to enter into such a transaction, the superintendent or designee will use at least one of the following verification methods to ensure that any parties to the transaction are not suspended or debarred prior to committing to any sub-award, purchase, or contract:

- (1) Obtaining a certification of a party's compliance with the federal suspension and debarment requirements in connection with any application, bid, or proposal;
- (2) Requiring compliance with the federal suspension and debarment requirements as an express condition of any sub-award, purchase, or contract in question; or
- (3) Prior to committing to any sub-award, purchase, or contract, check the online federal System for Award Management at <https://sam.gov/portal/SAM/##11> to determine whether the relevant party is subject to any suspension or debarment restrictions.

### 2 CFR Part 200 Subpart B-General Provisions 200.113 Mandatory Disclosures

A non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.) It is the responsibility of the Superintendent to timely report to the relevant federal or pass through agency any violations of federal criminal law involving fraud, bribery or gratuity potentially impacting a federal grant.

## USING FEDERAL FUNDS IN PROCUREMENT CONTRACTS

In addition to the District's standard procurement and purchasing procedures, the following procedures for vendors/contractors paid with federal funds are required. When federal, state, and local requirements conflict, the most stringent requirement will be followed.

### 2 CFR Part 200, Subpart D Subsection §200.318 (c)(1)

No District employee, officer, or agent may participate in the selection, award and administration of contracts supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. District officers, employees, and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value, district employees must abide by all relevant board policies. Violation of this requirement may result in disciplinary action for the District employee, officer, or agent.

### 2 CFR Part 200, Subpart D Subsection §200.320 (e)(1-4)

Procurement for contracts paid with federal funds may be conducted by noncompetitive (single source) proposals when one or more of the following circumstances apply: (1) the item is only available from a single source; (2) public exigency or emergency will not permit the delay resulting from competitive bids; (3) the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or (4) after solicitation of a number of sources, competition is inadequate.

### 2 CFR Part 200, Subpart D Subsection §200.321

The District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include: (1) placing such businesses on solicitation lists; (2) soliciting such businesses whenever they are potential sources; (3) when economically feasible, dividing contracts into smaller tasks or quantities to allow participation from such businesses; (4) establishing delivery schedules that encourage participation by such businesses; (5) when appropriate, utilizing the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and (6) requiring the primary contractor to follow steps (1) through (5) when subcontractors are used.

The district will include the following provisions in all procurement contracts or purchase orders include the following provisions when applicable:

### 2 CFR Part 200 Appendix II

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.



## USING FEDERAL FUNDS IN PROCUREMENT CONTRACTS

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

## USING FEDERAL FUNDS IN PROCUREMENT CONTRACTS

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier-to-tier up to the non-Federal award.

(J) See §200.322 Procurement of recovered materials.

§200.216 Prohibition on certain telecommunications and video surveillance services or equipment

***(a) The district is prohibited from obligating or expending loan or grant funds to:***

- 1. Procure or obtain;***
- 2. Extend or renew a contract to procure or obtain; or***
- 3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).***
  - i. For purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunication equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).***
  - ii. Telecommunications or video surveillance services provided by such entities or using such equipment.***
  - iii. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence of the Federal Bureau of Investigation, reasonably believes to be an entity owned by or controlled by, or otherwise connected to, the government of a foreign country.***

USING FEDERAL FUNDS IN PROCUREMENT CONTRACTS

- (b) *In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (l), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.***
- (c) *See Public Law 115-232, section 889 for additional information.***
- (d) *See also §200.471.***

Legal Reference:

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~~Title 2 Code of Federal Regulation (C.F.R.) Grants and Agreements, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards~~

## RADON MITIGATION

The district recognizes the importance of providing healthy learning environments for students, employees and community members in district buildings. The district will take appropriate measures as required by law to assess radon levels in attendance centers and provide for mitigation or other measures where appropriate.

It is the responsibility of the superintendent to create administrative regulations necessary to carry out this policy.

Legal Reference: Iowa Code §§ 280.32

Cross Reference:

Approved 08/15/2022

Reviewed 08/15/2022

Revised \_\_\_\_\_

## RADON MITIGATION REGULATION

The district will create and the board will approve a plan to assess levels of radon gas present in district attendance centers. Funding for any costs related to radon testing or mitigation will be paid from the state school foundation aid received to the district or from revenues received from the Secure an Advanced Vision for Education fund.

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

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

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

The plan may include further diagnostic testing, corrective measures, and active mitigation. The mitigation plan will be completed within two years of first short-term test unless the district plans to abandon or renovate the attendance center within five years and renovation includes radon mitigation.

All new school construction will include radon resistant construction techniques.

Independence Community School District  
04/13/2023 11:20 AM

Board Report For Packet  
APRIL 2023 BOARD BILLS

Page: 1  
User ID: ARL

<u>Vendor Name</u>	<u>Vendor Description</u>		
<u>Checking</u>		1	
<b>Checking</b>		<b>1</b>	<b>Fund: 10 OPERATING FUND</b>
ACER AMERICA CORPORATION	SUPPLIES		<b>Vendor Total: 469.30</b>
AGVANTAGE FS INC	SERVICES		<b>Vendor Total: 637.26</b>
AHLERS AND COONEY, P.C.	SERVICES		<b>Vendor Total: 873.00</b>
AMAZON CAPITAL SERVICES	SUPPLIES		<b>Vendor Total: 2,243.09</b>
APPLE INC	EQUIP/SUP/SRV		<b>Vendor Total: 499.00</b>
BAUER BUILT	SRV		<b>Vendor Total: 383.57</b>
BUCHANAN COUNTY AUDITOR	SERVICE		<b>Vendor Total: 3,346.03</b>
CC'S FLOORS & MORE LLC	SERVICE		<b>Vendor Total: 19,204.40</b>
CEDAR RAPIDS CSD	REIM/TUIT/FEES		<b>Vendor Total: 4,062.36</b>
CENTRAL RIVERS AEA	SUP/SRV		<b>Vendor Total: 545.66</b>
CITY LAUNDERING CO	SRV/SUP		<b>Vendor Total: 4,029.71</b>
CJ COOPER	SERVICES		<b>Vendor Total: 230.00</b>
COMFORT INN AND SUITES	LODGING		<b>Vendor Total: 110.88</b>
CONSOLIDATED ENERGY COMPANY	DIESEL/GASOLINE/PROP ANE		<b>Vendor Total: 9,749.17</b>
CULLIGAN TOTAL WATER MONTICELLO IA	SUPPLIES		<b>Vendor Total: 361.90</b>
CY & CHARLEY'S INC	REPAIRS/MAINT/SUP		<b>Vendor Total: 942.90</b>
DEBOER, GINA	REFUND		<b>Vendor Total: 37.59</b>
DHS CASHIER 1ST FLOOR	MEDICAID		<b>Vendor Total: 4,915.83</b>
EAST BUCHANAN CSD	REIMB/FEES/TUIT		<b>Vendor Total: 3,572.17</b>
ELECTRICAL ENGINEERING & EQUIP	SUP/IMPROV		<b>Vendor Total: 70.50</b>
EMS DETERGENT SERVICES	SUPPLIES		<b>Vendor Total: 531.00</b>
FULLER, RAYMOND	SNOW REMOVAL		<b>Vendor Total: 546.75</b>
FUSION FORWARD	SERVICES		<b>Vendor Total: 846.00</b>
GORDON FLESCH COMPANY	EQUIP/SRV		<b>Vendor Total: 740.46</b>
HAWKEYE COMMUNITY COLLEGE	SERVICES		

<u>Vendor Name</u>	<u>Vendor Description</u>	<b>Vendor Total:</b>	
HENRY F MICHELL COMPANY	SUPPLIES		69,768.00
IHSMA	FEES/SUPPLIES	<b>Vendor Total:</b>	82.16
IMMANUEL LUTHERAN PRESCHOOL	REIMBURSEMENT	<b>Vendor Total:</b>	513.00
INDEPENDENCE AUTO PARTS	SUPPLIES	<b>Vendor Total:</b>	4,671.47
INDEPENDENCE CHAMBER OF COMMERCE	DUES/FEES	<b>Vendor Total:</b>	635.18
INDEPENDENCE LIGHT & POWER	UTILITIES	<b>Vendor Total:</b>	180.00
INFRASTRUCTURE TECH SOLUTIONS	SRV/EQUIP	<b>Vendor Total:</b>	25,944.47
JOHN DEERE FINANCIAL	SUP/SRV/EQUIP	<b>Vendor Total:</b>	200.00
JW PEPPER & SON, INC.	SUPPLIES	<b>Vendor Total:</b>	402.02
KIDSVILLE	REIMBURSEMENT	<b>Vendor Total:</b>	518.08
KLEMAN, IAN	REIMBURSEMENT	<b>Vendor Total:</b>	7,591.14
KLUESNER SANITATION	SERVICES	<b>Vendor Total:</b>	41.87
LAIDIG'S GLASS INC	SRV	<b>Vendor Total:</b>	4,401.25
LAKEVIEW BOOKS	SUPPLIES	<b>Vendor Total:</b>	230.00
MACKIN EDUCATIONAL RESOURCES	SUPPLIES	<b>Vendor Total:</b>	332.50
MCCLOUD SERVICES	SRV	<b>Vendor Total:</b>	492.94
MILLER QUARRY	IMPROVEMENT	<b>Vendor Total:</b>	85.00
MOSER PRESCHOOL	REIMBURSEMENT	<b>Vendor Total:</b>	1,410.86
MYERS-COX CO	SUPPLIES	<b>Vendor Total:</b>	5,255.41
NASSCO INC	SUP/SRV	<b>Vendor Total:</b>	229.11
NOBELUS LLC	SUPPLIES	<b>Vendor Total:</b>	1,665.23
NOYES, STEPHEN	REIMBURSEMENT	<b>Vendor Total:</b>	129.32
ODP BUSINESS SOLUTIONS LLC	SUP/EQUIP	<b>Vendor Total:</b>	8.52
OELWEIN PUBLISHING COMPANY	ADS/LEGALS	<b>Vendor Total:</b>	59.74
PIZZA RANCH	SUPPLIES	<b>Vendor Total:</b>	545.91
ROTARY CLUB OF INDEPENDENCE	DUES/FEES	<b>Vendor Total:</b>	668.93

<u>Vendor Name</u>	<u>Vendor Description</u>		
		Vendor Total:	249.00
SCHOLASTIC BOOK CLUBS	SUPPLIES		
		Vendor Total:	200.00
SCHOLASTIC BOOK FAIRS	BOOK FAIR		
		Vendor Total:	1,745.85
SCHOOL BUS SALES	VEHICLE/SUPPLIES		
		Vendor Total:	2,131.28
SHREDDER, THE	SERVICE		
		Vendor Total:	60.00
SPAHN & ROSE LUMBER CO INC	SUP/IMPROV/EQUIP		
		Vendor Total:	128.72
ST. JOHN ELEMENTARY SCHOOL	REIMBURSEMENT		
		Vendor Total:	5,255.41
SUPERIOR WELDING INC	SUPPLIES		
		Vendor Total:	1,067.42
TIMBERLINE BILLING SERVICES LLC	SERVICES		
		Vendor Total:	666.70
U.S. CELLULAR	TELEPHONE		
		Vendor Total:	199.92
VERN'S TRUE VALUE	SUPPLIES		
		Vendor Total:	197.68
WEST MUSIC CO INC	SUP/SRV/EQUIP		
		Vendor Total:	393.20
		Fund Total:	197,305.82
Checking 1	Fund: 22 MANAGEMENT FUND		
SMITH - D & L INSURANCE	SERVICES		
		Vendor Total:	791.00
		Fund Total:	791.00
Checking 1	Fund: 71 PARTIAL SELF-FUNDING PLAN FUND		
EMPLOYEE BENEFIT SYSTEMS	SERVICES		
		Vendor Total:	682.50
		Fund Total:	682.50
		Checking Account Total:	198,779.32
<u>Checking</u>	2		
Checking 2	Fund: 61 SCHOOL NUTRITION FUND		
COUNTRY VIEW DAIRY	DAIRY		
		Vendor Total:	243.32
EMS DETERGENT SERVICES	SUPPLIES		
		Vendor Total:	772.90
FAREWAY STORES INC	SUPPLIES		
		Vendor Total:	90.05
GOODWIN TUCKER GROUP	REPAIRS/MAINT		
		Vendor Total:	317.50
MARTIN BROS DIST CO	SUPPLIES		
		Vendor Total:	33,521.83
NASSCO INC	SUP/SRV		
		Vendor Total:	81.28
PAN O GOLD BAKING CO	SUPPLIES		
		Vendor Total:	1,196.79
PRAIRIE FARMS DAIRY INC	DAIRY		
		Vendor Total:	5,456.09



<u>Vendor Name</u>	<u>Vendor Description</u>		
RAPIDS WHOLESALE MARION	EQUIP/SUP	Vendor Total:	112.94
SNA	DUES/FEES	Vendor Total:	177.00
WENDEL, PAMELA	REIMBURSEMENT	Vendor Total:	314.14
		Fund Total:	42,283.84
		Checking Account Total:	42,283.84

<u>Checking</u>	3		
<b>Checking</b>	<b>3</b>	<b>Fund: 21</b>	<b>STUDENT ACTIVITY FUND</b>
AMAZON CAPITAL SERVICES	SUPPLIES	Vendor Total:	2,289.50
BLAND'S FLOWER SHOP INC	FLOWERS	Vendor Total:	192.50
BROOKS, KRISTIN	SRV	Vendor Total:	1,500.00
COMFORT INN & SUITES	LODGING	Vendor Total:	2,608.95
DIKE/NEW HARTFORD CSD	REG FEES	Vendor Total:	70.00
ELITE SPORTS	SUPPLIES	Vendor Total:	4,242.98
FAREWAY STORES INC	SUPPLIES	Vendor Total:	21.19
GOLF TEAM PRODUCTS INC	SUPPLIES	Vendor Total:	942.00
HOMAN, REGINA	REFUND	Vendor Total:	69.72
HUDSON HIGH SCHOOL	DUES AND FEES	Vendor Total:	90.00
IHSMA	FEES/SUPPLIES	Vendor Total:	636.30
INSTRUMENTALIST AWARDS LLC	SUPPLIES	Vendor Total:	291.00
JILL MARIE PHOTOGRAPHY	SRV	Vendor Total:	111.00
JOHN DEERE FINANCIAL	SUP/SRV/EQUIP	Vendor Total:	18.45
JW PEPPER & SON, INC.	SUPPLIES	Vendor Total:	176.05
REHMERT, LORI	REIMBURSEMENT	Vendor Total:	441.33
S & K COLLECTIBLES	POSTAGE	Vendor Total:	77.25
SHANNON WRESTLING AND TIMING LLC	SERVICES	Vendor Total:	400.00
SIGNS AND MORE	SUP/IMPROV	Vendor Total:	56.64
SPAHN & ROSE LUMBER CO INC	SUP/IMPROV/EQUIP	Vendor Total:	297.20
THREE ELMS GOLF COURSE	FEES/SUP		

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Vendor Total:</u>	
TRENDY TULIP	FLOWERS	428.10	
		<b>Vendor Total:</b>	<b>100.00</b>
TROTT TROPHIES	SUPPLIES	32.50	
		<b>Vendor Total:</b>	<b>55.00</b>
WATERLOO COMMUNITY PLAYHOUSE	SUPPLIES	15,147.66	
		<b>Fund Total:</b>	<b>15,147.66</b>
		<b>Checking Account Total:</b>	<b>15,147.66</b>

Checking 4

**Checking** 4 **Fund: 33 LOCAL OPTION SALES AND SERVICES TAX**

ELECTRICAL ENGINEERING & EQUIP	SUP/IMPROV		
		<b>Vendor Total:</b>	<b>936.50</b>
GRUNDMEYER LEADER SEARCH LLC	SERVICE	12,484.00	
		<b>Vendor Total:</b>	<b>959.90</b>
SOUND IMPROVEMENTS LLC	SUP/EQUIP	1,348.70	
		<b>Vendor Total:</b>	<b>15,729.10</b>
SPAHN & ROSE LUMBER CO INC	SUP/IMPROV/EQUIP		
		<b>Fund Total:</b>	<b>15,729.10</b>

Checking 4 **Fund: 36 PHYSICAL PLANT & EQUIPMENT**

DOORS INC.	IMP/SUP		
		<b>Vendor Total:</b>	<b>575.20</b>
KAJEET	SRV/EQUIP	1,247.03	
		<b>Vendor Total:</b>	<b>7,608.25</b>
MOOSE MECHANICAL	SRV	1,675.00	
		<b>Vendor Total:</b>	<b>2,714.84</b>
R & E REAL ESTATE LLC	LEASE		
		<b>Vendor Total:</b>	<b>1,520.34</b>
TC NETWORKS, INC.	SERVICE	15,340.66	
		<b>Fund Total:</b>	<b>31,069.76</b>
ULINE	SUP/EQUIP		
		<b>Checking Account Total:</b>	<b>31,069.76</b>

Check #	Vendor Name	Vendor Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND	
655	SAM'S CLUB DIRECT	SUPPLIES	142.18
656	CAPITAL ONE	SUPPLIES	737.86
Fund Number 10			<hr/> 880.04
Checking Account ID 1			<hr/> 880.04
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND	
4	CAPITAL ONE	SUPPLIES	20.70
Fund Number 61			<hr/> 20.70
Checking Account ID 2			<hr/> 20.70
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND	
40	CAPITAL ONE	SUPPLIES	711.47
Fund Number 21			<hr/> 711.47
Checking Account ID 3			<hr/> 711.47

**Independence Community School District  
Treasurer's Report  
3/31/2023**

	<b>Banklowa #1</b>	<b>NSB #2</b>	<b>Banklowa #3</b>	<b>NSB #4</b>	<b>Banklowa #99</b>
Savings Beginning Balance	5,472,969.92	572,272.39	103,610.68	1,787,003.90	69,036.52
Deposits	1,425,932.18	107,375.24	26,323.13	192,763.37	6,221.10
Withdrawals	(4,043,154.33)	(68,055.53)	(28,721.38)	(66,393.98)	(5,830.55)
<b>Savings Ending Balance</b>	<b>2,855,747.77</b>	<b>611,592.10</b>	<b>101,212.43</b>	<b>1,913,373.29</b>	<b>69,427.07</b>
WCF Checking Beg Balance	1,519,025.20				
Deposits	2,508,329.57				
Withdrawals	-				
<b>Checking Ending Balance</b>	<b>4,027,354.77</b>				
Checking Beginngin Balance	1,614,923.85	1,210.46	36,176.31	28,747.27	
Deposits	4,036,024.61	36,039.60	28,722.90	66,393.98	
Withdrawals	(4,269,156.18)	(36,048.99)	(27,658.29)	(55,240.95)	
<b>Checking Ending Balance</b>	<b>1,381,792.28</b>	<b>1,201.07</b>	<b>37,240.92</b>	<b>39,900.30</b>	<b>-</b>
<b>Total Ending Balance</b>	<b>8,264,894.82</b>	<b>612,793.17</b>	<b>138,453.35</b>	<b>1,953,273.59</b>	<b>69,427.07</b>
<i>Last Year's Balance-3/22</i>	<i>7,212,094.40</i>	<i>478,936.75</i>	<i>167,556.90</i>	<i>2,435,438.46</i>	<i>71,063.38</i>

	<b>Fund #'s</b>	<b>Funds</b>
<b>Banklowa #1</b>	10,22,71	General, Mgmt, Partial Self Funding
<b>WCF Fin #1</b>	10,22,71	General, Mgmt, Partial Self Funding
<b>NSB #2</b>	61	Nutrition
<b>Banklowa #3</b>	21,91	Activity, Agency
<b>NSB #4</b>	33,35,36,40	SAVE,PPEL, Bldg Project & Debt Service
<b>Banklowa #99</b>	72	Flex

**INDEPENDENCE CSD MONTHLY EXPENDITURE REPORT BY OBJECT**  
**GENERAL FUND - March 2023**

**4/13/2023**

Object	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL
100-Salaries	166,931	242,372	902,269	910,620	897,813	920,976	901,322	903,806	889,198	847,430	961,020	2,165,106	10,708,863
200-Benes	55,687	69,503	315,485	308,585	304,131	309,184	305,888	307,894	303,943	295,157	306,419	771,842	3,653,720
300-Purch Svcs	5,142	89,009	60,705	56,376	90,318	74,891	47,740	65,634	88,231	105,982	66,853	106,098	856,979
400-Prop Svcs	130	20,092	29,224	18,144	12,261	12,172	11,252	15,583	11,309	14,701	31,543	30,875	207,286
500-Oth Svcs	200	3,000	15,703	5,644	14,997	80,711	10,665	471,050	53,036	9,818	239,951	472,687	1,377,464
600-Supplies	3,712	109,352	122,558	83,949	63,756	85,290	50,664	70,755	64,130	63,089	130,121	173,820	1,021,194
700-Property	-	269	1,247	17,313	1,923	-	61,312	18,274	8,247	16,000	2,653	2,526	129,763
800-Debt	8,893	3,712	2,021	896	200	185	1,721	745	1,399	515	387	991	21,665
900-AEA	-	-	-	-	708,909	-	-	-	-	-	-	-	708,909
	240,696	537,310	1,449,213	1,401,526	2,094,307	1,483,409	1,390,564	1,853,742	1,419,492	1,352,691	1,738,947	3,723,945	18,685,843

Object	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL
100-Salaries	158,684	228,287	835,764	858,873	846,793	856,904	846,503	850,481	942,947	847,430	961,020	2,165,106	10,398,792
200-Benes	52,047	67,347	300,034	295,304	292,557	290,348	291,134	295,360	300,865	295,157	306,419	771,842	3,558,414
300-Purch Svcs	3,926	76,875	44,393	45,921	39,825	71,846	43,635	60,845	56,578	105,982	66,853	106,098	722,777
400-Prop Svcs	-	13,150	11,214	22,420	23,104	13,573	9,851	16,953	10,641	14,701	31,543	30,875	198,024
500-Oth Svcs	352	3,334	5,424	8,320	10,140	52,581	221,282	228,421	168,688	9,818	239,951	472,687	1,420,997
600-Supplies	5,056	109,906	99,698	87,384	63,972	75,943	73,720	72,377	133,071	63,089	130,121	173,820	1,088,155
700-Property	-	674	1,648	526	1,589	1,626	-	69,816	166	16,000	2,653	2,526	97,223
800-Debt	8,926	980	1,680	1,843	1,408	104	733	1,602	1,651	515	387	991	20,822
900-AEA	-	-	-	-	697,923	-	-	-	-	-	-	-	697,923
	228,991	500,552	1,299,854	1,320,590	1,977,312	1,362,925	1,486,858	1,595,855	1,614,607	1,352,691	1,738,947	3,723,945	18,203,128

Difference													TOTAL
100-Salaries	8,247	14,086	66,505	51,747	51,020	64,072	54,819	53,326	(53,749)	0	0	0	310,071
200-Benes	3,640	2,156	15,451	13,282	11,574	18,836	14,754	12,534	3,078	0	0	0	95,305
300-Purch Svcs	1,216	12,134	16,312	10,455	50,493	3,045	4,105	4,789	31,652	0	0	0	134,202
400-Prop Svcs	130	6,942	18,011	(4,276)	(10,843)	(1,401)	1,401	(1,370)	668	0	0	0	9,262
500-Oth Svcs	(152)	(333)	10,280	(2,676)	4,857	28,130	(210,617)	242,629	(115,652)	0	0	0	(43,534)
600-Supplies	(1,343)	(554)	22,860	(3,435)	(216)	9,347	(23,056)	(1,623)	(68,941)	0	0	0	(66,961)
700-Property	0	(405)	(401)	16,787	333	(1,626)	61,312	(51,542)	8,081	0	0	0	32,540
800-Debt	(34)	2,732	342	(947)	(1,208)	81	987	(857)	(252)	0	0	0	843
900-AEA	0	0	0	0	10,986	0	0	0	0	0	0	0	10,986
Total Difference	11,705	36,758	149,359	80,936	116,996	120,483	(96,294)	257,887	(195,115)	0	0	0	482,715



# INDEPENDENCE CSD MONTHLY EXPENDITURE REPORT BY OBJECT

## NUTRITION FUND - March 2023

4/13/23

Object	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL
100-Salaries	5,041	5,041	25,527	24,079	24,281	23,724	23,288	23,172	22,959	23,468	23,878	45,030	269,488
200-Benes	2,684	2,684	10,239	9,227	9,108	9,168	9,092	9,101	9,058	9,107	8,384	2,431	90,284
300-Purch Svcs	-	3,275	1,987	-	2,165	-	-	422	732	-	926	3,478	12,984
400-Prop Svcs	-	-	-	-	-	-	-	-	-	-	-	-	-
500-Oth Svcs	-	-	142	257	261	248	195	280	187	219	230	1,375	3,395
600-Supplies	-	6,350	41,660	50,028	46,761	48,904	33,531	42,075	35,120	46,091	39,367	84,904	474,791
700-Property	-	-	29,101	-	5,731	3,612	-	-	-	10,314	-	4,304	53,062
800-fees/refunds	50	894	1,282	1,092	1,334	892	973	15	-	266	206	1,630	8,632
900-equip	-	-	-	-	-	-	-	-	-	-	-	124,606	124,606
	7,775	18,245	109,936	84,683	89,641	86,548	67,079	75,065	68,056	89,464	72,992	267,759	1,037,242

Object	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL
100-Salaries	4,983	4,983	22,598	23,313	22,003	22,131	21,262	17,552	23,481	23,468	23,878	45,030	254,682
200-Benes	2,662	2,662	10,538	9,076	8,874	8,900	8,758	6,217	10,900	9,107	8,384	2,431	88,509
300-Purch Svcs	-	4,340	-	338	1,360	880	550	7,268	494	-	926	3,478	19,633
400-Prop Svcs	-	-	-	-	-	-	-	-	-	-	-	-	-
500-Oth Svcs	-	-	-	-	-	-	-	372	-	219	230	1,375	2,196
600-Supplies	-	210	14,502	58,626	53,713	38,341	37,049	56,117	53,517	46,091	39,367	84,904	482,438
700-Property	-	-	-	-	-	2,322	-	20,910	-	10,314	-	4,304	37,850
800-fees/refunds	60	543	498	258	255	164	249	248	257	266	206	1,630	4,631
900-equip	7,133	-	-	-	-	-	-	-	-	-	-	124,606	131,739
	14,838	12,737	48,136	91,612	86,205	72,737	67,868	108,683	88,648	89,464	72,992	267,759	1,021,678

Difference	TOTAL												
100-Salaries	58	58	2,929	766	2,277	1,594	2,026	5,620	(522)	0	0	0	14,806
200-Benes	22	22	(300)	151	234	268	335	2,884	0	0	0	0	3,617
300-Purch Svcs	0	(1,065)	1,987	(338)	805	(880)	(550)	(6,846)	238	0	0	0	(6,648)
400-Prop Svcs	0	0	0	0	0	0	0	0	0	0	0	0	0
500-Oth Svcs	0	0	142	257	261	248	195	(92)	187	0	0	0	1,199
600-Supplies	0	6,140	27,158	(8,599)	(6,951)	10,563	(3,518)	(14,042)	(18,398)	0	0	0	(7,647)
700-Property	0	0	29,101	0	5,731	1,290	0	(20,910)	0	0	0	0	15,211
800-Fees/refunds	(11)	351	784	834	1,079	729	724	(233)	(257)	0	0	0	4,001
900-equip	(7,133)	0	0	0	0	0	0	0	0	0	0	0	(7,133)
Total Exp Difference	(7,063)	5,507	61,800	(6,929)	3,436	13,811	(789)	(33,618)	(18,751)	0	0	0	17,406

Revenues	207	43,580	45,410	110,008	89,630	63,104	117,166	105,375	115,535	126,975	114,667	-	931,656
Net Gain/(Loss)	(7,568)	25,335	(64,526)	25,325	(12)	(23,445)	50,087	30,310	47,480	37,511	41,675		162,173

# Independence Jr/Sr High

Report to the Board: April 2023

## **Independence Jr/Sr High Mission Statement**

The mission of Independence Jr/Sr High School is to provide a **safe environment** where students are provided the **skills and opportunities** to be **productive and responsible citizens**.



## Safe Environment

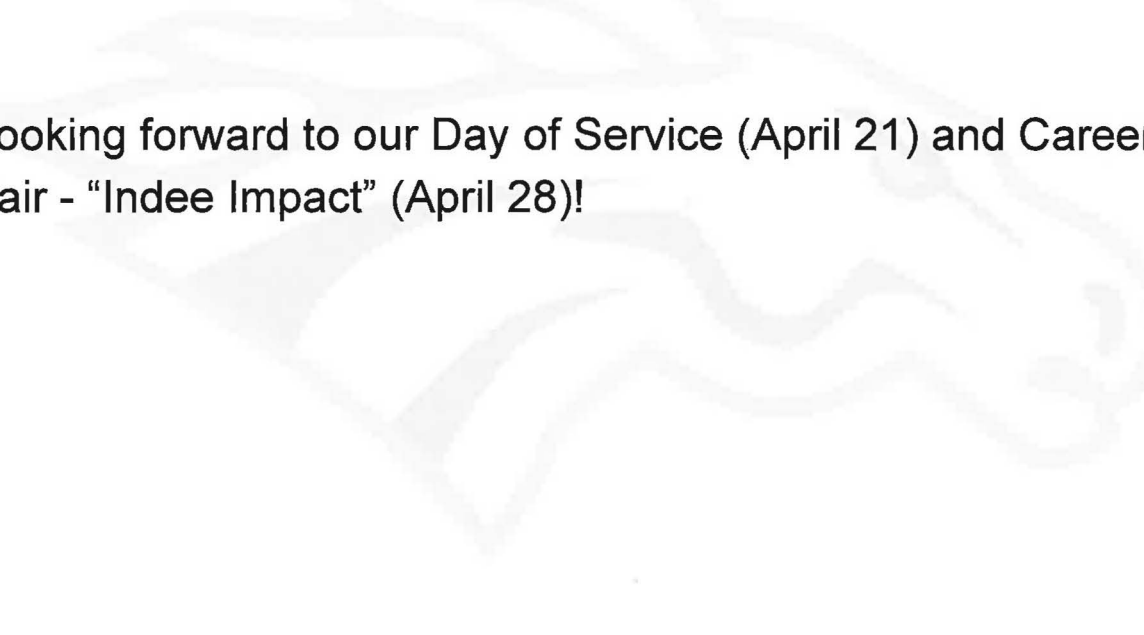
I have begun a review of Board Policy and Student Handbook Policy related to Student Absence, at the request of Superintendent Reiter. This relates to a question of teachers excusing students from the building. Full report and recommendations will be coming in May or June.

## Skills and Opportunities

- Hiring is in full swing and I will continue to actively recruit high-quality candidates to Independence. The *hustle* in our current hiring environment is definitely on the shoulders of principals, not candidates!
- Erin Burmeister and I continue to work with Four Oaks on potential changes in their programming and felt impacts at the Jr/Sr High.

## Productive and Responsible Citizens

Looking forward to our Day of Service (April 21) and Career Fair - "Indee Impact" (April 28)!



**Report to the Board of Education  
Junior/Senior High School  
April 2023  
Dewey Hupke, 7-12 Assistant Principal**

**SpongeBob SquarePants Murder Trial:**

On Thursday, April 6, 2023, I participated in a mock trial of SpongeBob SquarePants and the State in a murder trial. This was a classroom activity that students did to practice different skills of writing effective arguments, using evidence-based data, and then articulating these in a spoken means of a trial. I was one of the judges and enjoyed seeing and hearing the students participate in this type of activity. Thank you to our English/Language Arts teachers for having these fun, and meaningful activities.



**Day of Service:**

I have been proud to have been planning a great day of service for our students and staff with 4 staff members: Rachel Hurley, Jacob McMartin, Austin Pink, and Kate Stainbrook. These staff members have worked hard and diligently to plan a day for our students, staff, and community for the best opportunity of community service. Planning projects for approximately 700 people for 3 hours is not an easy task. We are hopeful all students and staff who participate will understand and feel the satisfaction of a giving back to others.

Here are some of the placements for our students and staff.

Auditorium	NHS/Student Council Ditch Cleaning
Baseball	Nursing Home Recreation
Bus Garage Cleanup	River Ridge
Cemetery Cleanup- Oakwood	School Gymnasium
FFA Campus Cleanup	School Weight Room
Fire Department	Skate Park/Dog Park/Civic Center
Food Pantry	Softball
Indee Campus	Three Elms
JSH Window Cleaning	Trophy Case cleaning
MHI Grounds Cleanup	Prairie Grass/Burn at West Elementary
Mill, Teachers Park, City Parks, trash downtown	Bus Garage Cleanup
Multipurpose Room at Leinbaugh Field	Wrestling Room Cleanup

**Report to the Board of Education  
West Elementary  
April 2023  
Cheri Reed, Principal**

**Goal: *Obtaining and Sustaining Academic Excellence***

In the Independence Community School District, we continue to build the belief within our students, staff, and community that *ALL students can learn and demonstrate at high levels*. Our education system was founded as an equalizer for opportunities intended to support all learners. We have been developing our professional skills to accomplish this by examining both the art and the science of teaching. The art of teaching (being really clear on why we teach) is making connections, increasing curiosity, building relationships, setting and modeling expectations, and focusing on the big picture of the importance for the learning. The science of teaching (being really clear on what and how we teach) is gaining a better understanding of our priority standards, instructional frameworks and strategies, the learning progressions, and intervening with students earlier to close gaps. With our proficiency scales, we are able to report out to students and families on where a student is currently in the learning process and our response plan. We have classroom and standardized assessments directly aligned with the CORE and our professional, collaborative learning communities to reflect on this data and make informed decisions. We have gained understanding in the area of trauma and mental health support. Each day, each week, and each month, as our adult professionals grow in their knowledge, we grow in the services and the allocation of the resources to provide the very best to our students and to ensure an education to all and for all. Within the education professional journey, as in most professions, we come across many acronyms supporting us and our students. Below are some of the acronyms supporting us in meeting our goal of education as the equalizer:

***Educational Acronym Alphabet Soup***

**Assessments**

- **ISASP** (Iowa Statewide Assessment of Student Progress): A **state-required**, online assessment closely aligned to the Iowa Core Standards. Our students (3rd grade-11th grade) take this math, reading, language assessment in the spring. Science is assessed at 5th, 8th, and 10th grade.
- **CFL** (Conditions for Learning): 3rd-11th grade (Students, Families, & Staff)
  - **What is the Conditions for Learning Survey?**
    - The Iowa Department of Education (Department) has included Conditions for Learning as part of the plan under the federal education law, Every Student Succeeds Act (ESSA), for identifying schools for improvement and support.
      - The score also contributes to the overall score that is used to assign state school ratings.
    - All Iowa public schools will use the Conditions for Learning Survey (Survey) to improve safety, student engagement and the overall learning



environment so that all Iowa students have optimum conditions for learning.

- Improving skills such as solving problems, working out conflict, and working with other people in a group has led to double-digit increases on achievement test scores, improved classroom behavior and improved attitudes.
- **FAST** (Formative Assessment System for Teachers): At the 3rd-6th level, it is a reading screener, using a Curriculum-Based Measure (CBM) as a one-minute timed reading to determine important details about a student's current reading skills in the areas of phonemic awareness, phonics, and fluency. As **required** by the state of Iowa, our students are screened in the fall and spring. If a student scores below grade level benchmark, the student is provided with intervention in the area of need and is progress monitored weekly. We continually discuss with our professionals and families that FAST is only a screening tool to alert us to a potential difficulty a student may have in reading development. It does NOT mean we want students to read fast; it does mean that we want to catch gaps in learning early and provide intentional, effective intervention.
- **NWEA** (Northwest Evaluation Association) **MAP** (Measure of Academic Progress): From an elementary lens (I cannot speak to the grades taking MAP at the JSH), our district chooses to purchase and to administer MAP to our 2nd-6th grade students. At the 3rd-6th grades, our students take the reading and math MAP tests. The MAP test is an intuitive, standards-aligned, online assessment that provides teachers with valuable information and strategies to support a student's current learning level. We use these results to inform our student interventions, whole-group instruction, and small-group instruction.
- **F & P** (Fountas & Pinnell Reading Assessment): At the 3rd-6th level, we use F&P to determine our students' current independent and instructional reading level. From <https://www.fountasandpinnell.com/bas/>, *Using the Fountas & Pinnell Benchmark Assessment Systems to determine student's independent and instructional reading levels, teachers are able to observe student reading behaviors one-on-one, engage in comprehension conversations that go beyond retelling, and make informed decisions that connect assessment to instruction.* We assess our students' F & P levels in the fall and spring.
- **CFA** (Common Formative Assessments): Within our collaborative, grade-level teams, we develop and administer these assessments aligned to our priority standards in our classrooms to all students. The results inform us on the effectiveness of teaching and learning. On Friday afternoons (or anytime our team chooses to collaborate), we discuss our students' outcomes in order to inform our next steps in instruction or intervention.

### **Instructional**

- **PLC** (Professional Learning Communities/Collaborative Grade-Level or Content-Alike Team): Our collaborative teams meet on Friday early outs or anytime their team deems necessary. Within this team, we collaborate to answer the four questions: 1. What do we want all students to know and be able to do (Priority Standards)? 2. How will we know if they learn it (Common Formative Assessments and Proficiency Scales)? 3. How will we

respond when some students do not learn it (Intervention)? 4. How will we extend the learning for students who are already proficient (Increase the rigor and Depth of Knowledge (DOK) for which we are asking students to demonstrate)?

- **UDL** (Universal Design for Learning) From Cornell University: *Universal design for learning (UDL) is a teaching approach that works to accommodate the needs and abilities of all learners and eliminates unnecessary hurdles in the learning process. This means developing a flexible learning environment in which information is presented in multiple ways, students engage in learning in a variety of ways, and students are provided options when demonstrating their learning.* An example of this in the classroom would be if one of our students is struggling each time a teacher puts the student into a partnership. The struggle may be because the student does not feel comfortable with the other student, or maybe the student feels like picking a partner is never an option; the truth is, we may not fully understand what the trigger is in this situation, but a UDL approach for meeting this student's need could be developing a posted partnership chart to ensure that all of the students in the classroom know who they will be working with and when. We can then spend the time instructing on how to work positively with a variety of students rather than combating a negative trigger. More times than not, when we implement a UDL strategy, we see and feel the benefit for all students.
- **SRG** (Standards Referenced Grading) As taken from the ICSD FAQ's Sheet: *The term standards referenced grading refers to instructional approaches that are aligned to learning standards. In other words, standards referenced, refers to the use of learning standards to guide what gets taught and assessed in schools. Standards referenced grading measures how well an individual student is doing in relation to the grade level/course standards, not the work of other students. A standards based grade reporting system is designed to inform you about your child's progress toward achieving specific learning standards. The Iowa Core Standards establish high and challenging expectations for all students. They describe what students should know and be able to do and serve as the basis for the Independence Community School District's curriculum, instruction, and assessment model. You can view these standards here, Iowa Core Standards.*
- **WIT** (West Intervention Team) or **ITeam** (East Intervention Team): Our WIT and ITeam meets formally once a month, for a half-day morning, a floating sub is secured to allow classroom teachers to meet with the intervention team (Student Success Coordinator, Interventionist for Reading or Math, Special Education Instructional Coach, Central River's Area Education Agency Consultant, General Education Instructional Coach, and Principal) on student in their classrooms needing additional support and intervention. Our team is able to review the student's data and make informed decisions on the next instructional steps to best meet the individual student's needs. In addition to the formal, once per month meeting, our WIT and ITeam meet as needed before school, after school, or during a teacher's special time to problem solve for a student.

### **Special Education**

As defined on iowaideainformation.org, *The role of special education is to provide students with disabilities specially designed instruction to meet their unique learning needs.*

- **IEP** (Individualized Education Plan): From iowaideainformation.org, *Each eligible individual has an Individualized Education Program (IEP) which outlines and describes*

*the learner's special education program, including services and supports based on the unique needs as a result of the learner's disability.*

- **SDI** (Specially Designed Instruction): specially designed instruction (SDI) is instruction to meet a particular student's learning needs. It addresses their Individualized Education Program (IEP) goals; accounts for their disability; provides modifications or adaptations/accommodations to content; and encourages access to the general education curriculum.
- **LRE** (Least Restrictive Environment): As defined on [iowaideainformation.org](http://iowaideainformation.org), *The least restrictive environment (LRE) is the educational environment that enables learners with disabilities, including those in public and private institutions and care facilities, to receive appropriate education and provides the learners with maximum opportunities for interaction with peers without disabilities.*
- **LEA** (Local Education Agency/School District) **Representative**: The individual who is committing district resources to support the requirements established in the IEP.

### **Social Emotional Learning (SEL)**

SEL Competencies are: Self Awareness, Self Management, Responsible Decision Making, Relationship Skills, and Social Awareness.

**ACES** (Adverse Childhood Experiences): Potentially traumatic events children experienced in children from 0-17 that can have a lasting impact on brain development.



**Report to the Board of Education  
ECC/East Elementary  
April 2023  
Kay Reidy, Principal**

**Strengthening Communications & Building Family Relationships**

For the Spring Parent-Teacher conferences, teachers report about 95% attendance rate either via phone, zoom or in person. Despite the craziness with the weather and the switch in delivery model, conferences were a positive experience for both families and teachers.

PK4 will be holding our spring Family Night out on April 20th. We are expecting a great turn out based on the feedback teachers have been receiving. The preschool students and their families will take part in a building tour at East Elementary, along with a brief question and answer session for parents concerning the topic of preparing for kindergarten. Students will be entertained by Vonnie Hoskins from the Public library with story time in the music room. They will have the opportunity to enjoy a craft activity and snack in the gym. Every student who attends will also be receiving a free book to promote literacy.

**School Culture**

As you are aware, we will be replacing our building secretary, Janette Hopkins and school counselor, Christie Litterer. We will be holding interviews for these two positions the last week of April after my return from Europe. At the time of this report we have a small pool of applicants but I am hopeful we will find a suitable replacement for both positions.

**Community Support: PTO**

The PTO sponsored their annual fundraiser during the last three weeks in March. The group utilized the Step It Up program which uses an online platform for families and friends to donate to the cause. Preliminary results front the group have approximately \$30,000 raised. After the prize amounts, bounce house rental for the Day of Awesomeness as well as the fee the Step It Up organization receives, the PTO expects to have earned somewhere around \$15,500. As part of this fundraiser, students have earned the Day of Awesomeness that is a celebratory day which includes bounce houses, dance party and other fun activities. This will be held May 17th.

East-Scholastic Book Fair Spring 2023  
Board Report

Sales for the East Elementary 2023 Spring Scholastic Book Fair came to a total of \$5,369.26. This is about \$265.13 more than last year. At this profit level, East Elementary Media Center will receive about \$2,508.63 in Scholastic Dollars. This sales total does not include our online sales. Those profits will automatically be converted to Scholastic dollars. Because we participated in several promotion activities, we received additional Scholastic Dollars.

This year we participated in Scholastic's "All for Books" program. Customers were asked if they would round up their total to the nearest dollar. The difference was collected to purchase more books for the library. With this program we raised \$35.36. This money was used immediately to pull books from the fair. Scholastic will match this amount and donate it to one of four charitable organizations.

Ten books were pulled from the fair for the East library at a cash value of \$141.91.

Thirteen teachers received items from their wish lists.

Our family night drawing winner was the Myiah Noe family. Congratulations! Each received a book prize with an estimated value of \$30.00.

A special thank you goes to the East media associates who helped make the book fair a success: Cindi Barenz and Melissa Peyton.

Thank you to Fusion Forward and Principal Reidy! They helped to promote the book fair.

Thank you to our adult volunteer: George Lake.

Submitted by Virginia Lake K-12 Teacher-Librarian

**Report to the Board of Education**  
**Activities**  
**April, 2023**  
**Justin Putz, Activities Director**

It is hard to believe that we are well April. It has been great to get spring activities started. Getting outside sports started has been nice. We have had a typical Iowa spring. Some nice days and some poor days, and some extreme weather. For the most part we have been pretty fortunate this spring with the weather. We did star with quite a few postponements to start the spring.

**Track-** The boys and girls track teams have had a slow start to their season. We had converted our home boys meet into a Coed meet two years ago. The meet was getting smaller and going coed was a nice way to draw more teams into it and it turned into a nice meet. We hosted 8 boys' teams and 11 girls' teams. We performed well but it will be interesting to see how lineups and times improve and change. The track teams did have an indoor season this year which included the Wamac Indoor and a meet at Wartburg College. The coaches are running a more combined program again with the boys and girls this year. It allows all four coaches to use their expertise more efficiently and it has allowed us to improve. We are in year four of this format and it has really been improved the program.

**Tennis-** The tennis teams are off and playing. The weather has been cooperating and we have been able to play some meets. The girls' and boys' teams both have strong numbers this year. The girls have 27 participating and the boys' numbers are at 22 and they have been working hard. I think both teams are improved from last year and have been playing well.

**Soccer-** The boys' soccer team is off to a 1-2 start after beating Solon 4-3 but have since lost to Vinton in OT and Decorah. The girls started the season 3-0 and are rated in the top 10. Both teams are pretty young but I feel like we have some young talent. The boys' numbers are in the low 20's. I think the girls will be in the mix to win the conference again this season and compete for a trip to state.

**Golf-** Boys' and girls' golf teams are practicing and have been able to get on the course and play on a couple nice days(which does not always happen this time of year). The girls will be a little green, but I expect our top 6 to be solid. They have good numbers so I expect improvement as the year goes on. The boys' team shared the won the conference title last year and I think they have a chance to be in contention again. We will be young with some freshman and sophomores being on varsity, however they can play golf.

**State Jazz Band-** The jazz band finished 4<sup>th</sup> at the Iowa Jazz Championships. A great showing for our kids and program.

**Mock Trial-** The Mock Trial team had a great season. I thought the kids and coaches did a nice job again this season. The program continues to get a little stronger each year.

**Report to the Board of Education  
School Improvement  
April 17, 2023  
Erin Burmeister, Director of School Improvement**

**Professional Learning**

Although we do not have as many early outs this month, the time we do have is being well spent. It's hard to believe that we are beginning to prepare for the end of the year but it will be here before we know it.

<b>April 14<sup>th</sup> 1:45-3:45</b>	<b>All Certified Staff</b>	<ul style="list-style-type: none"><li>• ELEM: PLC Collaboration Time</li><li>• West: ISASP Prep Meeting 1:45-2:30</li><li>• JSH Staff Meeting for ISASP 1:45-2:45</li><li>• JSH: Content Area Collaboration</li></ul>
<b>April 21st 1:45-3:45</b>	<b>All Certified Staff</b>	<ul style="list-style-type: none"><li>• ELEM: PLC Collaboration Time</li><li>• ELEM: Staff Completion of the Conditions for Learning Survey</li><li>• JH: Standards-Referenced Grading</li><li>• SH: Standards-Based Learning</li><li>• JSH Special Education Meeting</li></ul>
<b>April 28<sup>th</sup> 1:45-3:45</b>	<b>All Certified Staff</b>	<ul style="list-style-type: none"><li>• ELEM: End of Year Preparations (Supply Lists, Class Lists, Summer School, etc.)</li><li>• ELEM (West): Computer Science Learning (20-30 min)</li><li>• JSH: Content Area Collaboration</li><li>• JH: Student Assistance Team Meeting</li><li>• SH: Student Assistance Team Meeting</li></ul>

**Iowa Statewide Assessment of Student Progress (ISASP) Update**

Testing will begin the week of April 17th at West Elementary and the Junior/Senior High will begin testing on Monday, April 24th. Information is being sent out to parents and students about testing this year via email and school messenger. Students will have had time to practice and prepare before they are given the tests. Much of my time this month has been spent making sure the district is ready for testing.

**Teacher Leadership and Compensation (TLC)**

Our TLC Committee has been meeting regularly since December to determine TLC needs for next year. The Committee made the recommendation to keep our current TLC structure for the 2023-2024 school year. Currently, we utilize our TLC funds for the following positions.

Instructional Coaches - These teacher leaders provide modeling and feedback to teachers and will be a resource on the use of data to differentiate and guide instruction. The Instructional Coach will assist colleagues with planning, instruction, and data analysis. 80% of their time will be devoted to coaching duties and 20% in teacher/leader duties. Observation, coaching and

co-teaching will be done by the teacher leaders assigned to these positions. These teacher leaders will have an extended contract and will be paid \$8,500 for 17 extra days and extra responsibilities.

- 3-6 Instructional Coach (1)
- PK-6 Special Education Instructional Coach (1)
- 7-12 Instructional Coach (.5)
- 7-12 Instructional Coach (.5)
- 7-12 Instructional Coach (.5)
- 7-12 Special Education Instructional Coach (.5)

Curriculum Leaders - Curriculum Leaders are full-time teachers with additional curriculum duties fulfilled outside the contracted day. They will work with an extended contract of 9 days and receive a supplement of \$4,500. Leaders will work collaboratively with administration, Instructional Coaches, and Mentor Teachers

- PK-2 East Elementary Grade Level (7)
- 3-6 West Elementary Grade Level (4)
- Math Independence JSH (1)
- Science Independence JSH (1)
- Social Studies Independence JSH (1)
- ELA Independence JSH (1)
- CTE Independence JSH (1)
- District Wide Specialist: Interventions/Title I (1)
- District Wide Lead Mentor Teacher (1)

Mentor Teachers - Mentor Teachers are full-time teachers with additional duties fulfilled outside the contracted day. Mentor Teachers will work collaboratively with beginning teachers to model effective teaching strategies or lend advice in extending learning concepts and best practices in the classroom. Mentor Teachers will provide support to new teachers with the eight teaching standards. Mentor Teachers will work cooperatively with Instructional Coaches and Curriculum Leaders. Mentor Teachers will work an extended contract of 5 days and receive a supplement of \$2,000 for one formal mentee and an additional \$1,000 for each additional formal mentee.

In May, we will ask for your approval of the individuals that have applied and are being recommended to serve in these roles.



Report to the Board of Education  
Technology  
April 2023  
Stephen Noyes, Director of Technology

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April 17, 2023

I will be attending the Technology Coordinators meeting hosted by Central Rivers AEA in April. I am sure we will continue the network security conversation. I continue to monitor guidance from the state on network safety and security. All levels of the state are working on plans and I expect the state will be publishing guidelines over the summer for implementation in the fall.

We start ISASPS tests in April. I do not expect any network issues as we passed the preliminary network tests.

We do not have any major networking plans for the summer. We do plan to shut-down the school network on June 9 to move the servers and wires in the server room so we can clean up the wires. Since we have cut down on servers, we can also remove unneeded wires and label the remaining wires. We also have a new battery backup unit to install.

CEC will be installing the new sound board in the auditorium starting on May 22. It will take two weeks including training. CEC will continue to address the PA issues at JSH during the same time frame. In the meantime, the high PA system will continue to have some issues.

I have had several Hawkeye students contact me about a possible summer internship with Independence. This has been a good relationship and we have had a good experience with Hawkeye students.

Just a reminder, the District will roll-over to 2023-2024 on July 7. The date might be adjusted while we wait for approval from the state and ensure all reports for 2022-2023 are completed. Registration will open on Saturday, July 15, 2023.

Have a great semester.

Stephen B. Noyes



**Report to the Board of Education  
Food Service  
April 2023  
Pam Wendel, Director of Food Service**

The reimbursement for March was \$50,329.83.

The Nutrition Income for March was \$45,647.40.

We reinstated a program that we had in the Food Service Department when I was previously in district. We had students with special needs come into the kitchen and work, mostly putting away clean dishes. We have expanded that to our at-risk students as well. The starting pay will be base level. This would offer students some type of work experience to add to a resume.

The Independence Police Department along with the Fire Department will be holding a fundraiser, Guns vs. Hoses on May 15, at the 319 Social House, with the proceeds going to the Independence Community Schools Food Service Department. The proceeds will be distributed to families that need help with their students lunch accounts.

I visited with Mrs. Kress Kindergarten class and discussed menu planning for their age group and building. We tasted tested okra, papaya, and pomegranate. I also spent time with Mrs. Child's 2<sup>nd</sup> grade class discussing menu planning and taste testing.

I have heard the students have enjoyed the interaction and the taste testing.

Chad is working on bids for the Food Service Department, we are wanting to add a walk-in cooler at East Elementary.

We are working on an LFS (Local Food for Schools) grant that is due April 28, 2023. We will be applying for \$8,000 for produce, or \$8,000 produce and protein.

My kitchen staff continue to receive thank you cards from students for all of their hard work and dedication they have shown this year.

We are starting to receive bids back. We'll start reviewing them soon.

We are still receiving positive comments from the staff about the menus and the changes being made.

Menus are subject to change. We are starting to see shortages on almost all of our government items. We are being limited on certain items that are in stock.

Respectfully,

Pam Wendel, Director of Food Service



**Report to the Board of Education  
Buildings and Grounds  
April 2023  
Chad O'Brien, Director of Maintenance**

We opened up the concession stands at the football field and baseball complex. All the water has been turned on also.

We leveled the parking lot with rock and added rock at the concession stand.

We graded the shot put area.

We painted the lines for the track meets.

We put up tennis nets.

We put up the backstop nets at the baseball complex.

We swept the rock out of the grass.

We spread fertilizer around the district.

We put all the snow plow equipment away.

We are getting all the mowing equipment ready for use.

We fixed door closures around the district.

We fixed lights around the district.

We fixed stools around the district.

We will be replacing the slide on kindergarten playground.

We will be putting in new swings around the district.

We will be finishing up the ticket booth.

We are getting all the air conditioners ready to go. We cleaned the cooling tower at the Jr/Sr High School.

We burnt the prairie grass off at East Elementary.

**Report to the Board of Education  
Transportation  
April 2023  
Kim Chesmore, Director of Transportation**

I have sent the required information to the grant for the reimbursement for our newest propane bus.

We are very busy with the spring sports going on. Most all of our vehicles are being used this month.

The inspection went very well and all are almost done and back on the road.

The Dunkerton school has kept me busy. Since ICSD hired Jeff Kremer, their buildings and transportation person , I have had a lot going on over there. He drove for them when they needed a fill in. At the time he left another driver retired, leaving them two drivers short. They do not have many subs that can help out during the day, so they have decided to go to three routes and hired a new gal. I had to go over last week for their bus inspection. They had a very good one also, a couple minor fixes and one older bus had check engine light on.

I attended the IPTA regional meeting in Cedar Rapids last Thursday. It was a very informative meeting for all. They had a speaker from the Transportation Security Administration, that talked about bussing and what to watch for and how to report suspicious things.

The group also talked about any and everything new in school transportation and the DE portal and transportation reports. Hoglund bus company did a slide show on specs for ordering new buses, what you want versus what comes standard. The annual transportation conference will be held in Des Moines July 17-19<sup>th</sup>.

## ( ) Mileage Report

	Vehicle	Code	Month	Mileage	Rt. Mil	Act. Mi.	Ed. Mi.	Dr. Ed.	Sp Ed	Lease	Other	Fac/Adm	Total Miles	Fuel	MPG	Expense	Riders	Capacity
EXTRA	Bus 1-2010	B	MAR	157688	399								399	34.5	11.57	\$177.18		65
Activity	Bus 2-2012	B	MAR	71065						25			25	28	0.89			65
Activity	Bus 3-2014	B	MAR	62143		157							157	0	#DIV/0!			65
Hammers	Bus 3S-2014	B-lift bus	MAR	137864					1539				1539	173.5	8.87			11
Gates	Bus 4-2007	B	MAR	111657	1604								1604	175	9.17	\$739.29		65
Activity	Bus 5-2015	B	MAR	69196							6		6	0	#DIV/0!			65
ONKEN	Bus 6-2017	B	MAR	67812	959	92				12			1063	167	6.37			84
EXTRA	Bus 7-2011	B	MAR	113928	451								451	71.1	6.34			65
EXTRA LIFT	Bus 9-2008	B-lift bus	MAR												#DIV/0!			44
EXTRA	Bus 11-2011	B	MAR	88054	128								128	0	#DIV/0!			65
WEARMOUTH	Bus 12-2008	B	MAR	91696	1043	5							1048	205.5	5.10			65
Eilers/shuttle	Bus 16-2016	B	MAR	39655	504	284							788	114	6.91			84
EXTRA	Bus 17-2015	B	MAR	45606		126						71	197	50	3.94	\$613.57		\$613.57
Diesel Totals					5088	664			1539	37	77		7405	1018.6				
																\$4,062.36		
DRYML	Bus 8-2017	B-LP	MAR	76855	1268								1268	323	3.93			71
EXTRA	BUS 10-2019	B-LP	MAR	56317		551							551	122	4.52			
Shannon	Bus-14-2019	B-lift bus-LP	MAR	98476	1469								1469	263.4	20.41	\$21.00		
BUTLER	BUS 15-2017	B-LP	MAR	78866	1463	15							1478	362.3	4.08	\$942.90		
WEARMOUTH	Bus 18-2016	B-LP	MAR	80418	807	6							813	161.8	5.02	\$160.83		77
EXTRA	Bus 19-2016	B LP	MAR	80190	44	258							302	66	4.58			77
MCBRIDE	BUS 20-2017	B-LP	MAR	80319	1782	6					26		1814	374.4	4.85	\$10.85		71
LP Totals					6833	836					26		7695	1672.9				
Grand Totals					11921	1500			1539	37	103		15100	2691.5				
Extra car #5	Equinox-2015	Car	MAR	99786					259			4	259	15	17.27			5
Extra-van 7	Ford ec-2008	Van	MAR	130471										0	#DIV/0!			8
Extra-van 10	Ford Ec-2013	Van	MAR	96844								5	5	0	#DIV/0!			8
Extra van-11	Ford ec-2013	Van	MAR	88101					91				91	6.7	13.58			8
Extravan-12	Gmc 2017	Van	MAR	52140		68			21				89	8.4	10.60			
Extra Van -14	Chrysler-2017	Van	MAR	72203					1667			30	1697	77.5	21.90			
SUBURBAN-1	GMC-2021	VAN	MAR	25085		653							653	32	20.41			
SUBURBAN-2	GMC-2022	VAN	MAR	11183		62						191	253	28	9.04			
Gas Totals						783			3577			230	3047	167.6		\$6,727.98	0	1681.57

7.A.

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**

INDEPENDENCE School District  
Fiscal Year July 1, 2022 - June 30, 2023

The INDEPENDENCE School District will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2023

**Meeting Date/Time:** 4/17/2023 05:50 PM

**Contact:** Laura Morine

**Phone:** (319) 332-0458

**Meeting Location:** Administration Office, 1207 1st ST West, Independence, IA

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

EXPENDITURES	Total Budget as Certified or Last Amended	Amendment Increase	Total Budget After Current Amendment	Reason
Instruction	13,351,250	450,000	13,801,250	ESSER Staff
Total Support Services	6,823,625	0	6,823,625	
Noninstructional Programs	800,000	125,000	925,000	Food costs
Total Other Expenditures	3,440,370	175,000	3,615,370	Increased expenses
<b>Total</b>	<b>24,415,245</b>	<b>750,000</b>	<b>25,165,245</b>	

**NOTICE OF PUBLIC HEARING**  
**Proposed INDEPENDENCE School Budget Summary**  
**Fiscal Year 2023 - 2024**

Location of Public Hearing: Admin Office, 1207 1st St West, Independence, Iowa	Date of Hearing: 04/17/2023	Time of Hearing: 05:50 PM
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The Board of Directors will conduct a public hearing on the proposed 23/24 school budget at the above noted location and time. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of the revenues and expenditures on file in the district secretary. A copy of the details will be furnished upon request.

		Budget 2024	Re-est. 2023	Actual 2022	Avg % 22-24
Taxes Levied on Property	1	6,684,900	6,881,077	6,565,395	% 0.9
Utility Replacement Excise Tax	2	87,419	89,538	98,329	% -5.7
Income Surtaxes	3	593,693	811,462	692,689	% -7.4
Tuition/Transportation Received	4	1,010,000	1,010,000	1,186,818	
Earnings on Investments	5	115,600	50,250	45,286	
Nutrition Program Sales	6	80,000	75,000	95,519	
Student Activities and Sales	7	327,500	317,500	250,496	
Other Revenues from Local Sources	8	420,500	400,500	414,648	
Revenue from Intermediary Sources	9	0	0	0	
State Foundation Aid	10	11,082,437	10,524,369	10,112,348	
Instructional Support State Aid	11	44,921	0	0	
Other State Sources	12	1,628,100	1,628,100	1,912,191	
Commercial & Industrial State Replacement	13	0	0	112,069	
Title I Grants	14	231,500	200,000	213,208	
IDEA and Other Federal Sources	15	1,320,000	2,045,000	2,571,923	
Total Revenues	16	23,626,570	24,032,796	24,270,919	
General Long-Term Debt Proceeds	17	0	0	0	
Transfers In	18	1,129,000	1,020,000	1,128,738	
Proceeds of Fixed Asset Dispositions	19	0	0	112,883	
Special Items/Upward Adjustments	20	0	0	1,426	
Total Revenues & Other Sources	21	24,755,570	25,052,796	25,513,966	
Beginning Fund Balance	22	6,779,760	7,935,748	8,405,816	
Total Resources	23	31,535,330	32,988,544	33,919,782	
<b>*Instruction</b>	24	13,466,000	13,801,250	12,808,857	% 2.5
Student Support Services	25	772,500	750,000	796,191	
Instructional Staff Support Services	26	896,000	872,000	875,221	
General Administration	27	420,000	407,875	371,029	
School Administration	28	981,060	952,000	896,601	
Business & Central Administration	29	896,600	852,500	711,427	
Plant Operation and Maintenance	30	2,006,050	1,901,250	1,559,666	
Student Transportation	31	1,164,000	1,088,000	795,481	
<b>*Total Support Services (lines 25-31)</b>	31A	7,136,210	6,823,625	6,005,616	% 9.0
<b>*Noninstructional Programs</b>	32	950,000	925,000	885,770	% 3.6
Facilities Acquisition and Construction	33	800,000	800,000	2,202,675	
Debt Service (Principal, interest, fiscal charges)	34	2,079,000	3,150,000	2,122,716	
AEA Support - Direct to AEA	35	777,690	708,909	697,923	
<b>*Total Other Expenditures (lines 33-35)</b>	35A	3,656,690	4,658,909	5,023,314	% -14.7
Total Expenditures	36	25,208,900	26,208,784	24,723,557	
Transfers Out	37	1,129,000	0	1,128,738	
Other Uses	38	0	0	131,739	
Total Expenditures, Transfers Out & Other Uses	39	26,337,900	26,208,784	25,984,034	
Ending Fund Balance	40	5,197,430	6,779,760	7,935,748	
Total Requirements	41	31,535,330	32,988,544	33,919,782	
Proposed Property Tax Rate (per \$1,000 taxable valuation)		13.34228			





# Independence Jr/Sr High School

700 20<sup>th</sup> Ave SW  
Independence, Iowa 50644

(319) 334-7405 Phone  
(319) 332-1296 Fax

**I** Ian Kleman, Principal

**I** Justin Putz, Activities Director

**I** Dewey Hupke, Assistant Principal

**I** Alexis Whealy, 7-12 Student Success Coordinator

This is the list of 2023 Graduate candidates submitted for School Board approval. These students will receive a diploma if they have earned the required credits and graduation requirements. (J) indicates January early graduates.

<b>GRADUATES</b>	Shanae Groesbeck	Lauren Miller	Alexandra Sill
Riley Anderson	Griffin Gruman	Cora Nabholz	Wesley Slife
Ethan Baez	Anthony Hallett	Nicholas Otis	Paige Solomon
Daniel Bass	Charlotte Halligan	Keegan Palmer	Carter Straw
Brody Bevans	Lauren Hamilton	Hunter Patton	Brooklyn Teague
Kyle Birks	Cole Hardy	Kaleb Penner	Derrick Toale
Rachel Blaker	Emma Havlovick	William Perry	Katelyn Van Buren
Paul Bowers	Grace Hearn	Keely Post	Dakota Whitman
Dezstane Brown	Grace Henderson	Clarista Postel	Kale Wieland
Sophie Brown	Caitlyn Hoglan	Collin Ratchford	Matthew Wieland
Haylee Clark	Chevelle Hookom	Nolan Reed	Brooklyn Williamson
Brooklyn Clendenen	Keelan Hoover	Chloe Rehmert	Rachel Woods(J)
Ryan Close	CJ Huffman	Isabella Ressler	Rachel Yerkes
Sean Close	Korver Hupke	Madysen Ristvedt	<b>BCSC</b>
Nora Constant	Kylee Jacobsen	Casen Rodriguez	Samuel Briggs
Andrew Crump	Annie Johnson	Owen Ronnebaum	Jaidyn Kayser
McKenna Denemark (J)	Mitchell Johnson	Madison Rouse	Tayla Neilson
Garret Donley	Ava Kain	Logan Schachterle	Avallon Schmitt
Natalie Doyle	Hannah Koch	Justin Schmadeke	Courtney Warthan
Rachel Eddy	Brady Kohrs	Cayne Schultz	<b>FOREIGN EXCHANGE</b>
Johnathon Ellsworth(J)	Wyatt Kresser	Sydney Schwartz	Paul Cortazar
Emily Erdelt	Quentin Krogmann	Joshua Scott	Coline Lasserre
Ty Fangman	Marleigh Louvar	Khala Sebetka	Noah Timm
Avery Fischels	Brock Lympus	Kolby Sebetka	Laura Trevino Gonzalez
Ceraphine Franck	Mallory McCormick	Willow Sents (J)	<b>RIVER HILLS</b>
Jaxson Frye	Cooper McCurdy Savago	Carley Shaw	none
Karlee Fuelling	Madison Mestad	Dillan Shicky(J)	
Ethan Gonzalez	Callie Meyer	Riley Sickels	