



**Waterloo** SCHOOLS

# Board Of Education Meeting

November 12, 2018  
5:00 p.m.

**Board Room**  
Education Service Center  
1516 Washington Street  
Waterloo, Iowa

# Waterloo Community School District

## Engaged in Learning, Prepared for Success

### Mission

The Waterloo Schools community commits to a comprehensive system of education and support to assure that each and every student will graduate prepared for college, career and citizenship as evidenced by continuing education, pursuing a career path and contributing to a community.

### Strategic Focus Areas and Objectives

#### People

**Recruit, hire and retain a diverse, high-performing workforce aligned with district values and goals.**

- Attract and retain high quality, diverse staff.
- Align staff with talent and workforce needs (strengths-based placements with the right people in the right seats).
- Optimize our workforce through professional learning with clear expectations, skill attainment, perfecting practice.
- Improve the organizational health of the district.

#### Community

**Initiate, strengthen and engage in community partnerships that result in the academic, social and behavioral success of each and every student.**

- Communicate frequently and accurately.
- Improve image and confidence in Waterloo Schools.
- Partner with businesses, organizations, people to secure resources and enhance real-world experiences.
- Empower parents.

#### Achievement

**Increase achievement for all students through rigorous curriculum, high expectations and effective delivery of instruction, with assessment for improved teaching and increased learning.**

- Increase the percentage of students proficient in math, literacy and science.
- Accelerate the learning for all students while narrowing the achievement gap for all subgroups by 2017.
- Create 21<sup>st</sup> Century schools that increase personal, emotional, social and academic independence in order to prepare students for college, career and citizenship.

#### Environment

**Provide an optimal learning environment that is safe, inspiring and welcoming, where all individuals are respected, valued and engaged. Secure, organize and optimize financial resources for human assets, programs and operations that support student achievement.**

- Provide a safe learning environment.
- Provide programs that allow kids to explore athletic and extra-curricular activities.
- Plan for future facility needs – plan and explore capital expenditures, prepare for future physical needs.
- Align financial resources to the established goals.

**WATERLOO COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
November 12, 2018  
5:00pm**

Exhibit

<b>I.</b>	<b>Call to Order</b>	
<b>II.</b>	<b>Moment of Silence</b>	
<b>III.</b>	<b>Pledge of Allegiance</b>	
<b>IV.</b>	<b>Mission Statement</b>	
<b>V.</b>	<b>Information from Individuals and Delegations</b>	
<b>VI.</b>	<b>Consent Agenda</b>	
	• <i>Minutes of the October 22, 2018 Regular Board Meeting</i>	A Page 1
	• <i>Personnel Appointments and Adjustments</i>	B Page 4
	• <i>Bills Due &amp; Payable and Bills Paid Between Board Meetings</i>	C Page 10
	• <i>High School Government Class Travel to Washington D.C.</i>	D Page 18
	• <i>West High School JROTC Travel to Ozark, Missouri</i>	E Page 22
	• <i>Classroom Space Availability for Open Enrollment Purposes</i>	F Page 36
	• <i>IASB Delegate Assembly Representative</i>	G Page 38
	• <i>Waterloo Career Center Change Order 6</i>	H Page 40
<b>VII.</b>	<b>Counseling Practicum Memorandum of Understanding (MOU) Between Waterloo Schools and the University of Northern Iowa</b>	I Page 44
<b>VIII.</b>	<b>Board Policy Changes – First Reading</b>	J
	• <i>202.2 – Board Member Oath of Office</i>	Page 49
	• <i>217.0 – School Board Association Memberships</i>	
	• <i>401.1 – Guiding Principles for Employees</i>	
	• <i>602.65 – Title I Parent Involvement</i>	

<b>IX. Board Policy Changes – Second Reading</b>	K
• 103.0 – <i>Nondiscrimination</i>	Page 56
• 104.0 – <i>Equal Education Opportunity</i>	
• 210.0 – <i>Meetings of the Board of Education</i>	
• 400.4 – <i>Notification of Arrest, Criminal Charges or Child Abuse Complaints</i>	
• 401.3 – <i>Nepotism</i>	
• 603.3 – <i>Competent Private Instruction (Home Schooled)</i>	
<b>X. SBRC Modified Allowable Growth Request for School Enrollment</b>	L
	Page 79
<b>XI. River Hills School Consortium SBRC Application for Special Education Administrative Costs</b>	M
	Page 81
<b>XII. Lied Center Consortium SBRC Application for Special Education Administrative Costs</b>	N
	Page 84
<b>XIII. Financial Information</b>	O
	Page 87
<b>XIV. Superintendent’s Report</b>	
<b>XV. Information from Board Members</b>	
<b>XVI. Adjourn</b>	

**Minutes of the Board of Education  
Waterloo Community School District  
County of Black Hawk, State of Iowa  
October 22, 2018**

The Board of Education of the Waterloo Community School District, County of Black Hawk, State of Iowa, was called to meet in regular session at 5:00 p.m. on Monday, October 22, 2018, in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

Present: Board members: Endya Johnson, Sue Flynn, Jesse Knight, Shanlee McNally, Rhonda McRina, Astor Williams and Lyle Schmitt  
Superintendent, Dr. Jane Lindaman  
Chief Officer of Human Resources/Equity, Kingsley Botchway II  
Associate Superintendent for Educational Services, Dr. Stephanie Mohorne  
Assistant to the Superintendent/Board Secretary, Pam Arndorfer  
Absent: Chief Financial Officer/Board Treasurer, Michael Coughlin

**I. Call to Order**

The meeting was called to order by Ms. McNally at 5:02pm

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Mission Statement**

The Waterloo Schools Mission Statement was read by Ms. Johnson.

**V. New Partnership Recognition – Kittrell Elementary**

This item was presented as Information Only. Tara Thomas, Director of School & Community Relations, along with Audrey Wallican-Green, Kittrell Elementary principal, and several Kittrell staff members, provided information. Pastor Mike Collins of **Crossroads Community Church** was recognized and **Crossroads Community Church** was welcomed as a new Partner-In-Education with Kittrell Elementary School.

**VI. Information from Individuals and Delegations**

- Claudia Robinson, 309 Charles Street, Waterloo, stated she was encouraged by the District's presence at the recent town hall meeting, and encouraged members of the leadership team to maintain a presence in the hallways of our schools.

**VII. Partnership with EMBARC (Ethnic Minorities of Burma Advocacy and Resource Center)**

It was moved by Ms. Flynn and seconded by Ms. Johnson that the Board of Education approve the partnership with EMBARC using the Navigator program to serve the Irving Elementary Burmese population at a cost of \$42,750. Information was shared by Dr. Jane Lindaman, Superintendent; Darren Hanna, Director of Elementary Education; Amy White, District ELD Facilitator; Zach Zimmerman, Irving Elementary principal; and Mallory Petsche and Rachel Laldin of EMBARC. Motion carried 7-0.

## VIII. Consent Agenda

Item H (*IASB Delegate Assembly Representative*) was removed from the agenda for further review.

It was moved by Ms. Flynn and seconded by Mr. Williams that the Board of Education approve the consent agenda as revised. Motion carried 7-0. The following items were approved:

- Minutes of the October 8, 2018 Regular Board Meeting
- Bills Due & Payable and Bills Paid Between Board Meetings
- Appointment of Board Member to Black Hawk County Conference Board
- Appointment of Board Member to UEN Steering Committee

### **Exhibit D: Personnel Appointments and Adjustments**

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the personnel items as listed. Kingsley Botchway II, Chief Officer of Human Resources/Equity, and Dr. Jane Lindaman, Superintendent, provided information. Motion carried 7-0.

### **Exhibit F: Substitute Custodial Staff Compensation Increase**

It was moved by Mr. Schmitt and seconded by Ms. McRina that the Board of Education approve the proposed pay increase for substitute custodial staff. Kingsley Botchway II, Chief Officer of Human Resources/Equity, provided information. Motion carried 7-0.

## IX. 2019-20 High School Planning Guide / Course Catalog

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the 2019-2020 High School Planning Guide / Course Catalog. Dr. Comfort Akwaji-Anderson, Director of Curriculum, Sherice Ortman, IB and Advanced Programs Coordinator, Amy Mieke, Career Coordinator/WCC, and Dr. Jane Lindaman, Superintendent, provided information. Motion carried 7-0.

## X. Board Policy Changes – First Reading

This item was presented as Information Only. Tara Thomas, Director of School & Community Relations, presented the following policies for first reading:

- 103.0 – *Nondiscrimination*
- 104.0 – *Equal Education Opportunity*
- 210.0 – *Meetings of the Board of Education*
- 400.4 – *Notification of Arrest, Criminal Charges or Child Abuse Complaints*
- 401.3 – *Nepotism*
- 603.3 – *Competent Private Instruction (Home Schooled)*

## XI. Superintendent's Report

- Information was presented about this year's Mandatory 8<sup>th</sup> Grade Parent Meetings – today was the first of six meetings:
  - October 22, 12pm at the ESC
  - October 29, 6:30pm at Hoover
  - October 30, 6:30pm at Carver
  - October 31, 8am at the ESC
  - November 1, 6:30pm at Bunger
  - November 5, 6:30pm at Central

- Information has been emailed to staff about signing up for this year’s Focus Groups to provide input and feedback for the employee handbook
- Held an open house this past week to honor the current business partners at the WCC
  - Nursing = Unity Point and Care Initiatives
  - Digital Graphics = McKenna Imaging
  - Advanced Manufacturing = John Deere, Geater Manufacturing, GMT Corporation and Advanced Heat Treat
  - Early Childhood = UNI
  - Networking = VGM Forbin
  - Sustained Construction = Omega

**XII. Information from Board Members**

Each board member was given the opportunity to comment.

**XI. Adjourn**

It was moved by Mr. Knight and seconded by Ms. Johnson that the Board of Education adjourn the meeting. Motion carried 7-0. The meeting adjourned at 6:37pm.

Respectfully submitted,

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Pamela G. Arndorfer, Board Secretary

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Date Approved by the Board of Education

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education approve the minutes of the October 22, 2018, Regular Board meeting.”

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Personnel Appointments and Adjustments

**CONTACT:** Kingsley Botchway II, Chief Officer of Human Resources/Equity

**ATTACHMENTS:** Routine Personnel Appointments

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**BACKGROUND:**

Routine personnel matters, as outlined in attachment, are recommended for approval.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education approve the personnel items as listed.”



**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Bills Due and Payable and Bills Paid Between Board Meetings

**CONTACT:** Michael Coughlin, Chief Financial Officer  
Dr. Jane Lindaman, Superintendent

**ATTACHMENTS:** Listing of Bills Due and Payable and Bills Paid Between Board Meetings

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**BACKGROUND:**

The Board authorizes the issuance of warrants for payment of claims against the school district for goods and services. The Board will allow the warrants after the goods and services have been received and accepted in compliance with Board policy.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

"the Board of Education approve the Bills Due and Payable and the Bills Paid Between Board Meetings."

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00216524	70.00	10/18/18	12602 BPA BUSINESS PROF OF AMERICA	C
10	00216525	50.00	10/18/18	540 CITY OF WATERLOO	C
10	00216526	18.75	10/18/18	6563 CULLIGAN WATER	C
10	00216527	40.69	10/18/18	2288 MARRIOTT HOTEL	C
10	00216528	8,931.52	10/18/18	7559 TRU ART	C
10	00216529	25.00	10/24/18	26425 LINDA ARMSTRONG	C
10	00216530	200.00	10/24/18	2311 LISSA MEEKS	C
10	00216531	24.49	10/24/18	7971 MEDIACOM	C
10	00216532	577.11	10/24/18	4616 SPRINT	C
10	00216533	722.86	10/24/18	7577 HEATHER ROBINSON	C
10	00216534	628.28	10/25/18	1111 WELLMARK BC/BS OF IOWA	C
10	00216535	175.00	10/31/18	128 BLACK HAWK CLERK OF COURT	C
10	00216536	341.20	10/31/18	123 BLACK HAWK COUNTY SHERIFF	C
10	00216537	500.00	10/31/18	5871 CALIFORNIA STATE DISBURSEMENT UNIT	C
10	00216538	87.32	10/31/18	2431 CEDAR VALLEY SPORTSPLEX	C
10	00216539	151.55	10/31/18	4445 IOWA DEPT OF REVENUE & FINANCE	C
10	00216540	89.40	10/31/18	601 LINN COUNTY SHERIFF	C
10	00216541	16.00	10/31/18	132 NEW YORK LIFE	C
10	00216542	541.89	10/31/18	7427 PENNSYLVANIA SCU	C
10	00216542	-541.89	10/31/18	7427 PENNSYLVANIA SCU	CV
10	00216543	6,023.50	10/31/18	112 PUBLIC EMPLOYEES CREDIT UNION	C
10	00216544	77.87	10/31/18	6275 STATE DISBURSEMENT UNIT (ILL CHILD SUPPO	C
10	00216545	9,513.02	10/25/18	11528 FIDELITY SECURITY	C
10	00216546	35,592.38	10/26/18	160 MADISON NATIONAL LIFE	C
10	00216547	105.00	10/31/18	4319 IOWA CHORAL DIRECTORS ASSO INC	C
10	00216548	28.93	11/06/18	12276 CENTURYLINK	C
10	00216549	1,433.22	11/06/18	634 CRESCENT ELECTRIC SUPPLY	C
10	00216550	5.00	11/06/18	6563 CULLIGAN WATER	C
10	00216551	594.35	11/06/18	817 ELECTRICAL ENG & EQUIPMENT (THREE E)	C
10	00216552	838.50	11/06/18	846 EVANSDALE WATER WORKS	C
10	00216553	50.70	11/06/18	30457 LISA HECKENLIVELY	C
10	00216554	880.00	11/06/18	7971 MEDIACOM	C
10	00216555	850.00	11/06/18	7971 MEDIACOM	C
10	00216556	225.00	11/06/18	2933 POSTMASTER PERMIT # 706 BULK MAIL	C
10	00216557	1,049.95	11/06/18	2312 WATERLOO WATER WORKS	C
10	00216558	2,077.02	11/06/18	6678 XEROX FINANCIAL SERVICES	C
10	00216559	1,280.00	11/06/18	12101 A 1 SEWER & DRAIN SERVICES LLC	C
10	00216560	727.77	11/06/18	6469 A-TEC RECYCLING, INC	C
10	00216561	200.00	11/06/18	242 A1 SEPTIC & PUMPING SERVICES	C
10	00216562	571.50	11/06/18	3279 AABLE PEST CONTROL INC	C
10	00216563	121.69	11/06/18	4050 ACCESS SYSTEMS	C
10	00216564	330.50	11/06/18	11039 ACT EDUCATION & WORKFORCE	C
10	00216565	6,881.72	11/06/18	179 ADVANCED SYSTEMS INC	C
10	00216566	350.00	11/06/18	9232 ALL STATE RENTAL	C
10	00216567	92.00	11/06/18	193 ALLEN OCCUPATIONAL HEALTH SERVICES	C
10	00216568	249.67	11/06/18	7603 ALLISON PEACH	C
10	00216569	9.00	11/06/18	7590 AMBER PIPPERT	C
10	00216570	93.28	11/06/18	3863 ANJULI MYERS	C
10	00216571	498.80	11/06/18	3877 ANN SCHMITZ	C
10	00216572	127.14	11/06/18	3409 ANTHONY PAPPAS	C
10	00216573	79.48	11/06/18	1456 ARAMARK UNIFORM SERVICE	C
10	00216574	75.41	11/06/18	5844 ARCH CHEMICALS, INC.	C
10	00216575	1,668.78	11/06/18	279 ARCTIC REFRIGERATION, LC	C
10	00216576	713.11	11/06/18	11542 ARTISAN CEILING SYSTEMS LLC	C
10	00216577	972.96	11/06/18	8341 B & B LOCK & KEY, INC	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00216578	105.00	11/06/18	6671 BAILEY CASKEY	C
10	00216579	251.90	11/06/18	4925 BATTERIES PLUS BULBS	C
10	00216580	15,000.00	11/06/18	7424 BERGANKDV	C
10	00216581	3,075.74	11/06/18	1323 BLACK HAWK COUNTY LANDFILL/DENVER CONST	C
10	00216582	50.00	11/06/18	378 BLACK HAWK RENTAL SERVICE INC	C
10	00216583	11,750.00	11/06/18	342 BLACKHAWK AUTOMATIC SPRINKLERS INC	C
10	00216584	415.58	11/06/18	385 BLICK ART MATERIALS	C
10	00216585	4,279.01	11/06/18	5787 BSN SPORTS LLC	C
10	00216586	95.00	11/06/18	7475 CAMERON MCDERMOTT	C
10	00216587	455.75	11/06/18	559 CAMPBELL SUPPLY CO	C
10	00216588	246.93	11/06/18	17922 CASEYS GENERAL STORES INC	C
10	00216589	7,391.86	11/06/18	493 CEDAR FALLS COMM SCHOOL DIST	C
10	00216590	552.00	11/06/18	6701 CEDAR VALLEY ART & WINE	C
10	00216591	48,400.00	11/06/18	3791 CEDAR VALLEY MEDICAL SPECS P C	C
10	00216592	470.00	11/06/18	540 CITY OF WATERLOO	C
10	00216593	136,851.00	11/06/18	6232 CITY OF WATERLOO POLICE DEPT	C
10	00216594	60.06	11/06/18	5257 CLIFF BERINOBIS	C
10	00216595	15.00	11/06/18	4406 COLLEEN GRONOSKI	C
10	00216596	1,405.78	11/06/18	2763 COMPRESSED AIR AND EQUIP INC	C
10	00216597	49.14	11/06/18	2293 COURIER COMMUNICATIONS	C
10	00216598	13,516.90	11/06/18	6775 CYPRESS BENEFIT ADMINISTRATOR	C
10	00216599	14,040.00	11/06/18	191 D.C. CORPORATION	C
10	00216600	69.42	11/06/18	7352 DAN HUFF	C
10	00216601	210.00	11/06/18	7429 DANIEL PLEDGE-JOHNSON	C
10	00216602	243.50	11/06/18	6212 DARWINA ABDUL-RAHIM	C
10	00216603	62.50	11/06/18	6603 DAYTON DUNCAN	C
10	00216604	116.40	11/06/18	10444 DEB JACOBS	C
10	00216605	343.56	11/06/18	697 DEMCO	C
10	00216606	3,600.00	11/06/18	7513 DEPT OF EDU/INTERNAL ADMIN SERV	C
10	00216607	487.95	11/06/18	704 DES MOINES REGISTER	C
10	00216608	259.98	11/06/18	35181 DOMINOS PIZZA	C
10	00216609	128.95	11/06/18	7812 DOMINOS PIZZA	C
10	00216610	102.96	11/06/18	4614 DONNA KITRICK	C
10	00216611	476,056.65	11/06/18	28215 DURHAM SCHOOL SERVICES	C
10	00216612	720.00	11/06/18	16284 DUSTIN LINDAMAN	C
10	00216613	6.78	11/06/18	2554 ECHO GROUP INC	C
10	00216614	5,420.50	11/06/18	1201 ELECTRONIC ENGINEERING CO	C
10	00216615	161.00	11/06/18	5802 ELIZABETH BAIR	C
10	00216616	77.72	11/06/18	962 ERIC ARMIN INC	C
10	00216617	37.50	11/06/18	6231 ERNIE WENGER	C
10	00216618	254.80	11/06/18	2527 ESTHERVILLE LINCOLN CENTRAL SCHOOL	C
10	00216619	3,850.00	11/06/18	20389 EVEN QUALITY WORKS LLC	C
10	00216620	465.72	11/06/18	6247 F AND W SERVICE COMPANY INC	C
10	00216621	26.73	11/06/18	310 FAREWAY - EVANSDALE	C
10	00216622	358.17	11/06/18	6288 FAREWAY STORES INC	C
10	00216623	888.48	11/06/18	29190 FERGUSON ENTERPRISES INC #1657	C
10	00216624	245.58	11/06/18	9942 FIX TIRE COMPANY	C
10	00216625	18.61	11/06/18	892 FLINN SCIENTIFIC INC	C
10	00216626	516.48	11/06/18	2620 FOLLETT SCHOOL SOLUTIONS, INC.	C
10	00216627	4,664.74	11/06/18	1633 FRANKLIN COVEY	C
10	00216628	5,800.00	11/06/18	10733 GALLAGHER BENEFIT SERVICES	C
10	00216629	705.57	11/06/18	946 GENERAL SHEET METAL WORKS INC	C
10	00216630	651.58	11/06/18	974 GOODYEAR COMMERCIAL TIRE & SRVC CTR	C
10	00216631	718.81	11/06/18	5574 GOPHER SPORTS EQUIPMENT	C
10	00216632	120.00	11/06/18	981 GRADY INSTRUMENT SERVICE INC	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00216633	790.00	11/06/18	8199 HALDEMAN-HOMME INC/ANDERSON LADD INC	C
10	00216634	995.30	11/06/18	252 HALVORSON TRANE	C
10	00216635	128.20	11/06/18	6424 HARCOURT OUTLINES, INC	C
10	00216636	1,231.00	11/06/18	6964 HAWKEYE ALARM AND SIGNAL CO	C
10	00216637	1,300.00	11/06/18	3198 HAWKEYE SHEET METAL	C
10	00216638	2,634.50	11/06/18	8901 HAWKEYE STAGES LLC	C
10	00216639	445.00	11/06/18	5710 HEARTLAND FARMS	C
10	00216640	33.50	11/06/18	5015 HEATHER PEYTON	C
10	00216641	450.00	11/06/18	1001 HILLYARD/DES MOINES	C
10	00216642	221.76	11/06/18	7195 HOLIDAY INN AIRPORT	C
10	00216643	59.75	11/06/18	1107 HY VEE FOOD STORES LOGAN AVE	C
10	00216644	6,508.00	11/06/18	7451 IMAGINATION STATION INC DBA ISTATION	C
10	00216645	8,668.88	11/06/18	5660 INCLUSION CONNECTION INC	C
10	00216646	111.20	11/06/18	2395 INFOSEAL, LLC	C
10	00216647	1,064.00	11/06/18	6268 INTERACTIVE HEALTH TECHNOLOGIES LLC	C
10	00216648	4,532.54	11/06/18	1255 INTERSTATE ALL BATTERY CENTER	C
10	00216649	136.50	11/06/18	20427 IOWA CITY COMM SCHOOL	C
10	00216650	60,941.90	11/06/18	7514 IOWA DEPT OF HUMAN SERVICES	C
10	00216651	760.00	11/06/18	14958 IOWA WALL SAWING SERVICES	C
10	00216652	3,298.00	11/06/18	3910 IOWA WALL SYSTEMS, INC	C
10	00216653	720.00	11/06/18	14311 JAMES P OLIVER	C
10	00216654	770.66	11/06/18	9014 JAN MOSER	C
10	00216655	184.88	11/06/18	7543 JANE CASTINGS	C
10	00216656	105.46	11/06/18	2098 JEFF FROST	C
10	00216657	101.40	11/06/18	4350 JEFF SOMMERFELDT	C
10	00216658	17.80	11/06/18	772 JENNIFER SALES	C
10	00216659	251.18	11/06/18	4797 JESSICA WASS	C
10	00216660	191.84	11/06/18	7070 JOE FISHER	C
10	00216661	89.97	11/06/18	7113 JOE PARKER	C
10	00216662	5.62	11/06/18	7551 JOHANNAH NANKE	C
10	00216663	3,444.73	11/06/18	6811 JOHNSTONE SUPPLY	C
10	00216664	114.99	11/06/18	7381 JONATHAN GRIEDER	C
10	00216665	39.74	11/06/18	6976 JOSHUA CARLO	C
10	00216666	142.50	11/06/18	6152 JOSHUA MEYER	C
10	00216667	325.00	11/06/18	7493 JUDY ANN BULLIS	C
10	00216668	650.70	11/06/18	3629 JUNIOR LIBRARY GUILD	C
10	00216669	900.00	11/06/18	6086 KABBA KREATIONS LLC	C
10	00216670	11.86	11/06/18	21121 KALINDA MURPHY	C
10	00216671	223.78	11/06/18	3310 KAPLAN EARLY LEARNING COMPANY	C
10	00216672	1,071.67	11/06/18	23485 KCVN	C
10	00216673	4,980.00	11/06/18	25313 KELSEY HAMMER PRODUCTIONS	C
10	00216674	166.67	11/06/18	1816 KENNEDY CENTER/NATL PARTNERSHIPS	C
10	00216675	31.00	11/06/18	8125 KEYSTONE LABORATORIES	C
10	00216676	3,065.24	11/06/18	3789 KRISS PREMIUM PRODUCTS INC	C
10	00216677	6,160.00	11/06/18	618 LACEY NEUENDORF DYKSTRA	C
10	00216678	388.97	11/06/18	1318 LAKESHORE LEARNING MATERIALS	C
10	00216679	174.65	11/06/18	22209 LANGUAGE LINE SERVICES	C
10	00216680	3,500.00	11/06/18	3941 LEHMAN TRUCKING & EXCAVATION INC	C
10	00216681	2,325.00	11/06/18	773 LINDA E ABEL	C
10	00216682	319.05	11/06/18	9156 LINDA MCDONALD	C
10	00216683	11.70	11/06/18	4867 LINDSAY LORENZ	C
10	00216684	675.00	11/06/18	7484 MANAGEBAC INC	C
10	00216685	118.82	11/06/18	11989 MARCUS BREWER	C
10	00216686	161.00	11/06/18	6075 MARIA R GONZALEZ	C
10	00216687	169.50	11/06/18	4973 MARINA MUSIC SERVICE	C

## A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
10	00216688	133.94	11/06/18	1441 MARTIN BROTHERS	C
10	00216689	71,557.25	11/06/18	768 MASON CITY COMM SCHOOL DIST	C
10	00216690	199.29	11/06/18	4739 MATT O'BRIEN	C
10	00216691	139.21	11/06/18	3541 MATTHEW TOBIN	C
10	00216692	500.00	11/06/18	7508 MAUREEN CURRAN-DORSANO	C
10	00216693	2,017.50	11/06/18	5807 MAUREEN WALKER	C
10	00216694	64.40	11/06/18	1464 MENARDS	C
10	00216695	442.50	11/06/18	1474 MET TRANSIT AUTHORITY	C
10	00216696	343.43	11/06/18	1514 MILLER FENCE COMPANY INC	C
10	00216697	360.36	11/06/18	4347 MIRSADA ZARIFOVIC	C
10	00216698	17,710.00	11/06/18	3469 MODERN PAINTING INC	C
10	00216699	373.40	11/06/18	3312 NAGLE SIGNS INC	C
10	00216700	325.00	11/06/18	4010 NASP INC	C
10	00216701	84.00	11/06/18	7828 NEIBA	C
10	00216702	9,255.21	11/06/18	578 NETWORK SERVICES COMPANY	C
10	00216703	400.00	11/06/18	4662 NICHOLS TREE SERVICE	C
10	00216704	1,249.28	11/06/18	7578 NICK SATTERLEE	C
10	00216705	143.95	11/06/18	1651 NORTHLAND PRODUCTS COMPANY	C
10	00216706	1,064.00	11/06/18	5270 NRG MEDIA, LLC	C
10	00216707	1,336.54	11/06/18	2786 O'REILLY AUTOMOTIVE INC	C
10	00216708	3,924.41	11/06/18	10158 OFFICE EXPRESS	C
10	00216709	45.00	11/06/18	2784 ON-SITE INFORMATION DESTRUCTION	C
10	00216710	580.81	11/06/18	7591 OPERATION THRESHOLD	C
10	00216711	92.00	11/06/18	1684 OVERHEAD DOOR OF WATERLOO INC	C
10	00216712	2,503.28	11/06/18	2296 P & K MIDWEST INC	C
10	00216713	3,580.00	11/06/18	5852 PAMOJA EDUCATION LTD	C
10	00216714	2,319.00	11/06/18	4936 PEOPLES TV & APPLIANCE, INC	C
10	00216715	535.00	11/06/18	44 PRECISION WEATHER SERVICE LLC	C
10	00216716	3,300.00	11/06/18	6699 PREMIER FURNITURE & EQUIPMENT	C
10	00216717	4,476.95	11/06/18	5099 PRIORITY 1 MUFFLER & BRAKE	C
10	00216718	406.00	11/06/18	5670 PROFESSIONAL STANDARDS EDITING, INC	C
10	00216719	150.00	11/06/18	7491 RACHEL DICKINSON	C
10	00216720	762.21	11/06/18	4585 RAMSEY TRUCK & AUTO REPAIR INC	C
10	00216721	183.76	11/06/18	1625 REALLY GOOD STUFF	C
10	00216722	1,648.06	11/06/18	6744 RESTORATION SERVICES, INC	C
10	00216723	2,237.86	11/06/18	14877 ROCHESTER ARMORED CAR CO., INC	C
10	00216724	13.97	11/06/18	27600 ROSA DIAZ-SANGUINO	C
10	00216725	1,298.22	11/06/18	4142 ROYALTURF, INC	C
10	00216726	161.00	11/06/18	6201 SAGRARIO MENDEZ	C
10	00216727	218.00	11/06/18	331 SCHOLASTIC	C
10	00216728	100.00	11/06/18	331 SCHOLASTIC BOOK CLUB	C
10	00216729	832.60	11/06/18	1921 SCHOOL SPECIALTY	C
10	00216730	1,243.05	11/06/18	1327 SCHOOL SPECIALTY INC	C
10	00216731	810.80	11/06/18	925 SCHULTZ STRINGS INC	C
10	00216732	1,178.42	11/06/18	1949 SCHUMACHER ELEVATOR COMPANY	C
10	00216733	23,409.85	11/06/18	637 SERVICE ROOFING	C
10	00216734	930.08	11/06/18	7499 SHARON NORLANDER	C
10	00216735	40.00	11/06/18	12195 SHEETZ TOWING & RECOVERY	C
10	00216736	93.04	11/06/18	10928 SHERICE ORTMAN	C
10	00216737	383.76	11/06/18	777 SHIRT SHACK	C
10	00216738	42.90	11/06/18	7536 SHIVETTE REDD	C
10	00216739	276.76	11/06/18	3219 SHRED MASTER	C
10	00216740	292.50	11/06/18	2508 SIGNS BY TOMORROW INC	C
10	00216741	394.47	11/06/18	6270 SOUTHWEST BINDING & LAMINATING	C
10	00216742	3,390.00	11/06/18	6707 STAPLES ADVANTAGE	C

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Bank	Check No	Amount	Date	Vendor	Type
10	00216743	46.52	11/06/18	2092 SUPERIOR WELDING SUPPLY CO	C
10	00216744	99.00	11/06/18	2641 TENOR MADNESS INC	C
10	00216745	91.00	11/06/18	6952 THIAN ZA-VUM	C
10	00216746	402.59	11/06/18	5281 THOMPSON TRUCK & TRAILER INC	C
10	00216747	23,040.89	11/06/18	11482 TIMBERLINE BILLING SERVICE LLC	C
10	00216748	147.24	11/06/18	7596 TOM LAURES	C
10	00216749	11,268.60	11/06/18	3452 UNITY POINT AT HOME	C
10	00216750	235.00	11/06/18	6550 UNIV OF IOWA COLLEGE OF ENGINEERING	C
10	00216751	4,428.00	11/06/18	11519 UNIVERSAL PEDIATRICS	C
10	00216752	70.00	11/06/18	4539 UNIVERSITY OF NORTHERN IOWA	C
10	00216753	144.80	11/06/18	2224 UNIVERSITY OF NORTHERN IOWA	C
10	00216754	2,255.00	11/06/18	1678 UNIVERSITY OF NORTHERN IOWA	C
10	00216755	3,832.35	11/06/18	2243 VAN METER INDUSTRIAL INC	C
10	00216756	40.00	11/06/18	5242 WASA	C
10	00216757	259.32	11/06/18	1242 WASHBURN LAUNDRY & DRYCLEANING EQUIPMENT	C
10	00216758	150.00	11/06/18	6167 WATERLOO ROTARY CLUB	C
10	00216759	4,555.82	11/06/18	3820 WBC MECHANICAL INC	C
10	00216760	8,249.02	11/06/18	2304 WEBER PAPER COMPANY	C
10	00216761	6,520.45	11/06/18	2327 WEST MUSIC COMPANY	C
10	00216762	150.00	11/06/18	7569 WILGEMS SAINT JUSTE	C
10	00216763	984.41	11/06/18	8570 WILSON RESTAURANT SUPPLY	C
10	00216764	200.00	11/06/18	7562 WISLIN PHANOR	C
10	00216765	23,210.01	11/06/18	2614 YOUNG PLUMBING AND HEATING	C
<b>Total Bank No 10</b>		<b>1,238,757.16</b>			
12	00023133	10.00	11/06/18	6872 AMRA MEHMEDOVIC	C
12	00023134	41,833.56	11/06/18	11967 ANDERSON ERICKSON DAIRY CO	C
12	00023135	26.00	11/06/18	6787 ANDREA GORDON	C
12	00023136	150.00	11/06/18	50155 BRENDA HENNINGER	C
12	00023137	14.00	11/06/18	6400 BRENDA JONES	C
12	00023138	113.15	11/06/18	3624 CARISSA CAMPBELL	C
12	00023139	20.00	11/06/18	7040 CAROL HOSKINS	C
12	00023140	30.18	11/06/18	14281 CHERYLE SHOOK	C
12	00023141	20.00	11/06/18	3117 CHRIS PADDEN	C
12	00023142	33.99	11/06/18	6803 CONNIE STEWART	C
12	00023143	20.00	11/06/18	2416 CYNTHIA HAMILTON	C
12	00023144	36.27	11/06/18	5382 DANIELLE BORGLUM	C
12	00023145	20.00	11/06/18	6950 DANIKA HARMS	C
12	00023146	114.05	11/06/18	4650 DAWN TISUE	C
12	00023147	10.67	11/06/18	7573 DEANNA DURIN-BLAD	C
12	00023148	30.00	11/06/18	4160 DIANA HYDE	C
12	00023149	25.00	11/06/18	9966 DIANE ALCOTT	C
12	00023150	30.00	11/06/18	1957 FERIDA KENDIC	C
12	00023151	7,220.00	11/06/18	3415 HEARTLAND SCHOOL SOLUTIONS	C
12	00023152	37.18	11/06/18	6244 HEATHER PEVERILL	C
12	00023153	40.00	11/06/18	26573 JAMIE PUCKETT	C
12	00023154	20.00	11/06/18	2274 JASMINKA LANGE	C
12	00023155	40.00	11/06/18	10318 JENNIFER CLENDENNEN	C
12	00023156	10.00	11/06/18	5822 JENNIFER DEANE	C
12	00023157	20.00	11/06/18	5697 JUDY BRADFORD	C
12	00023158	20.00	11/06/18	7541 JULIE GOECKE	C
12	00023159	10.00	11/06/18	7547 KADIFA KORDIC	C
12	00023160	38.47	11/06/18	7545 KARLA SUMMERHAYS	C
12	00023161	20.00	11/06/18	50528 KIM REHLANDER	C
12	00023162	15.20	11/06/18	7540 LANEIYA GALLOWAY	C

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Bank	Check No	Amount	Date	Vendor	Type
12	00023163	70.21	11/06/18	3660 LAURA REED	C
12	00023164	14.00	11/06/18	5745 LAWANNA COOPER	C
12	00023165	10.00	11/06/18	19194 LORI FRANKLIN	C
12	00023166	20.00	11/06/18	6657 LYDIA DANEHY	C
12	00023167	89.43	11/06/18	11882 MARCIA KNIPP	C
12	00023168	182,983.87	11/06/18	1441 MARTIN BROTHERS	C
12	00023169	30.00	11/06/18	6886 MARY GRACE ESTON	C
12	00023170	97.82	11/06/18	7599 MERSIDA KEKIC	C
12	00023171	10.00	11/06/18	239 MICHELLE CARD	C
12	00023172	22.50	11/06/18	50029 MICHELLE RAMSEY	C
12	00023173	20.00	11/06/18	5198 NALLIE COFFER	C
12	00023174	6,082.56	11/06/18	5486 NU HEALTH CALIFORNIA LLC	C
12	00023175	23.99	11/06/18	7560 RACHEL REINARD	C
12	00023176	78.91	11/06/18	6547 RAE VANARDALE	C
12	00023177	20.00	11/06/18	26158 RUTHIE FRIZELL	C
12	00023178	45.50	11/06/18	10440 SCHOOL NUTRITION ASSOCIATION	C
12	00023179	10.00	11/06/18	6628 SHANTELE ANDREASEN	C
12	00023180	20.00	11/06/18	50441 SHARON ARNOLD	C
12	00023181	40.17	11/06/18	2130 SHELLY SMALLRIDGE	C
12	00023182	30.00	11/06/18	11514 TAMMY HIGHTOWER	C
12	00023183	21.38	11/06/18	50274 TAMMY LOFTUS	C
12	00023184	20.00	11/06/18	5237 TAWANDA HACKETT	C
12	00023185	1,362.50	11/06/18	6761 TIMELESS PRAIRIE ORCHARD	C
12	00023186	10.00	11/06/18	3971 TONIA KENT	C
12	00023187	10.00	11/06/18	6595 VESNA LATIC	C
12	00023188	26.00	11/06/18	3473 VICKI BENTLEY	C
12	00023189	10.00	11/06/18	10304 WENDY RECTOR	C
12	00023190	20.00	11/06/18	7549 WILMA HARMS	C
12	00023191	2,870.90	11/06/18	8570 WILSON RESTAURANT SUPPLY	C
<b>Total Bank No 12</b>		<b>244,097.46</b>			
14	00097532	130.00	10/17/18	10365 AMANDA FIX	C
14	00097533	100.00	10/17/18	7509 ANDREW COLANTONE	C
14	00097534	1,344.40	10/17/18	14257 BELIEVE KIDS	C
14	00097535	100.00	10/17/18	7518 BEN STEFFEN	C
14	00097536	175.00	10/17/18	877 BLACK HAWK MEMORIAL CO INC	C
14	00097537	34.82	10/17/18	3899 BRENDA O'MALLEY	C
14	00097538	1,500.00	10/17/18	7464 CHERRYDALE FARMS	C
14	00097539	95.00	10/17/18	7877 CHUCK BRITTAIN	C
14	00097540	420.36	10/17/18	7436 COUNTRY INN & SUITES	C
14	00097541	252.50	10/17/18	7323 CRAFT COCHRAN SCREENPRINT & EMBROIDERY	C
14	00097542	200.00	10/17/18	3412 DANIEL E RHINE	C
14	00097543	134.50	10/17/18	1805 DAVE MOHR	C
14	00097544	200.00	10/17/18	8697 DAVID BOEHMER	C
14	00097545	182.00	10/17/18	218 DECKER SPORTING GOODS	C
14	00097546	100.00	10/17/18	3507 DEIDRA MOHR	C
14	00097547	130.00	10/17/18	3539 DESMOND VAN ARSDALE	C
14	00097548	78.00	10/17/18	7812 DOMINOS PIZZA	C
14	00097549	100.00	10/17/18	7512 EVAN GASKILL	C
14	00097550	101.09	10/17/18	2970 FAITH GARCIA	C
14	00097551	463.22	10/17/18	1106 HY VEE FOOD STORES CROSSROADS	C
14	00097552	50.00	10/17/18	1107 HY VEE FOOD STORES LOGAN AVE	C
14	00097553	70.00	10/17/18	1202 IOWA SPORTS SUPPLY	C
14	00097554	122.60	10/17/18	5026 JACK JASPERS	C
14	00097555	125.00	10/17/18	4208 JACOB SCHAEFER	C

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Bank	Check No	Amount	Date	Vendor	Type
14	00097556	100.00	10/17/18	7516 JAMIE ARAIZA	C
14	00097557	100.00	10/17/18	7519 JARRED HALL	C
14	00097558	95.00	10/17/18	4954 JEFF TROST	C
14	00097559	160.00	10/17/18	471 JEFFERY HARRINGTON	C
14	00097560	120.00	10/17/18	3422 JEROME STOVALL	C
14	00097561	100.00	10/17/18	7532 JESSICA HOPKINS	C
14	00097562	310.00	10/17/18	6755 JOHN PYCHE SR	C
14	00097563	100.00	10/17/18	7531 JONATHAN R HOPKINS	C
14	00097564	495.95	10/17/18	1274 KARENS PRINT RITE	C
14	00097565	99.00	10/17/18	7507 KELLY C ROGERS	C
14	00097566	3,000.00	10/17/18	27308 KELSEY KLEINHEINZ	C
14	00097567	200.00	10/17/18	5713 KEVIN LONG	C
14	00097568	325.00	10/17/18	3106 KYLE CLARK	C
14	00097569	364.92	10/17/18	5385 LARUE DISTRIBUTING INC	C
14	00097570	75.00	10/17/18	21148 LAWRENCE DANIEL	C
14	00097571	516.93	10/17/18	8235 LIFETOUCH NATL SCHOOL STUDIO	C
14	00097572	37.94	10/17/18	5225 LINDA SUMMERHAYS	C
14	00097573	200.00	10/17/18	12068 LOIS LONG	C
14	00097574	112.39	10/17/18	5779 LOREN THALACKER	C
14	00097575	63.57	10/17/18	15938 MANDY WELSH	C
14	00097576	160.00	10/17/18	6914 MARK NISSEN	C
14	00097577	1,113.67	10/17/18	1441 MARTIN BROTHERS	C
14	00097578	220.24	10/17/18	8637 MARTY SMITH	C
14	00097579	65.00	10/17/18	6582 MARVIN SPENCER	C
14	00097580	100.00	10/17/18	7533 MATT BELLING	C
14	00097581	160.00	10/17/18	2016 MELISSA LIPPERT	C
14	00097582	45.00	10/17/18	1474 MET TRANSIT AUTHORITY	C
14	00097583	115.00	10/17/18	9416 MIKE ADMUNDSON	C
14	00097584	310.00	10/17/18	3901 MIKE MCCARVEL	C
14	00097585	95.00	10/17/18	3236 MIKE STEWART	C
14	00097586	105.00	10/17/18	20966 MUSSIG PIANO WORKS	C
14	00097587	213.00	10/17/18	6675 NATIONAL SPEECH & DEBATE ASSOC	C
14	00097588	185.00	10/17/18	5742 NICK'S PIZZA COMPANY	C
14	00097589	200.00	10/17/18	7521 NICOLE O'KEEFE	C
14	00097590	1,048.52	10/17/18	4522 PEPSI - COLA	C
14	00097591	200.00	10/17/18	7520 RANDALL CLARK	C
14	00097592	365.00	10/17/18	3421 RANDALL LEE	C
14	00097593	547.50	10/17/18	6986 RMS VISUAL DESIGNS, INC	C
14	00097594	65.00	10/17/18	4448 ROBERT HEWITT	C
14	00097595	200.00	10/17/18	7527 RONALD HARTWIG	C
14	00097596	7.98	10/17/18	31038 ROSEANNE HEPWORTH	C
14	00097597	95.00	10/17/18	6600 ROSS HANNAM	C
14	00097598	55.00	10/17/18	2077 RYAN L DOLAND	C
14	00097599	300.00	10/17/18	7486 SETH CHRONISTER	C
14	00097600	331.50	10/17/18	2508 SIGNS BY TOMORROW INC	C
14	00097601	130.00	10/17/18	5405 STACEY VAN ARSDALE	C
14	00097602	300.00	10/17/18	6781 STEFFANY KROEGER YOGA	C
14	00097603	55.00	10/17/18	2013 TERRANCE CAMPBELL	C
14	00097604	345.00	10/17/18	7846 UNI-UEC	C
14	00097605	200.00	10/17/18	4390 VINCE WERKMAN	C
14	00097606	100.00	10/17/18	5415 WATERLOO POLICE RESERVE ASSOC	C
14	00097607	200.00	10/17/18	7510 ZACHARY CERESA	C
14	00097608	80.00	10/18/18	12602 BPA BUSINESS PROF OF AMERICA	C
14	00097609	15.00	10/18/18	34967 IOWA DEPT OF INSPECTION AND APPEALS	C
14	00097610	40.69	10/18/18	2288 MARRIOTT HOTEL	C



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Bank	Check No	Amount	Date	Vendor	Type
14	00097611	205.00	10/24/18	7222 ADVANTAGE SCREENPRINT & EMBROI	C
14	00097612	724.50	10/24/18	3233 ALL-IOWA HONOR DANCE TEAM	C
14	00097613	60.24	10/24/18	5606 BARB KAYSER	C
14	00097614	450.00	10/24/18	11681 BEN BYERSDORFER	C
14	00097615	95.00	10/24/18	4663 BRUCE WALL	C
14	00097616	1,284.00	10/24/18	5787 BSN SPORTS LLC	C
14	00097617	132.16	10/24/18	5318 CARRIE STAINBROOK	C
14	00097618	175.00	10/24/18	5348 CEDAR FALLS HIGH SCHOOL	C
14	00097619	125.00	10/24/18	5368 CEDAR RAPIDS PRAIRIE HIGH SCHOOL	C
14	00097620	300.00	10/24/18	2431 CITY OF WATERLOO LEISURE SERVICES	C
14	00097621	44.00	10/24/18	330 COMPREHENSIVE SOUND SERVICES	C
14	00097622	2,275.00	10/24/18	7323 CRAFT COCHRAN SCREENPRINT & EMBROIDERY	C
14	00097623	115.00	10/24/18	6721 DERLEIN SCALE INC	C
14	00097624	60.00	10/24/18	10746 DES MOINES EAST HIGH SCHOOL	C
14	00097625	809.49	10/24/18	7812 DOMINOS PIZZA	C
14	00097626	774.89	10/24/18	28215 DURHAM SCHOOL SERVICES	C
14	00097627	203.76	10/24/18	6665 GLEN KEITH	C
14	00097628	355.00	10/24/18	996 GROUT MUSEUM DISTRICT	C
14	00097629	444.50	10/24/18	8901 HAWKEYE STAGES LLC	C
14	00097630	100.00	10/24/18	1106 HY VEE FOOD STORES CROSSROADS	C
14	00097631	35.00	10/24/18	797 IA DEPT OF CULTURAL AFFAIRS	C
14	00097632	615.00	10/24/18	1202 IOWA SPORTS SUPPLY	C
14	00097633	450.00	10/24/18	3425 JAMES GOSNELL	C
14	00097634	300.00	10/24/18	5502 JAMES JENKINS	C
14	00097635	95.00	10/24/18	9565 JEFF WACHTER	C
14	00097636	160.00	10/24/18	4131 JEFFREY ALLYN TYLER	C
14	00097637	95.00	10/24/18	4664 JEFFREY ROEN	C
14	00097638	65.00	10/24/18	3422 JEROME STOVALL	C
14	00097639	141.00	10/24/18	2322 JERRY CARBER JR	C
14	00097640	17.99	10/24/18	7561 JIMY GOMEZ	C
14	00097641	12,039.03	10/24/18	8220 JOSTENS INC	C
14	00097642	10.00	10/24/18	12250 JUHL JILL	C
14	00097643	15.97	10/24/18	5067 KAREN CARROLL	C
14	00097644	47.22	10/24/18	7361 KELLY NELSON	C
14	00097645	530.49	10/24/18	5385 LARUE DISTRIBUTING INC	C
14	00097646	125.00	10/24/18	11363 LINN MAR ATHLETICS	C
14	00097647	600.00	10/24/18	7435 MACKENZIE ALEXANDER VOS	C
14	00097648	160.00	10/24/18	6914 MARK NISSEN	C
14	00097649	349.44	10/24/18	2288 MARRIOTT HOTEL	C
14	00097650	494.43	10/24/18	1441 MARTIN BROTHERS	C
14	00097651	140.00	10/24/18	6582 MARVIN SPENCER	C
14	00097652	1,200.00	10/24/18	2477 MEGAN BRASCH	C
14	00097653	130.59	10/24/18	1464 MENARDS	C
14	00097654	65.00	10/24/18	9416 MIKE ADMUNDSON	C
14	00097655	80.49	10/24/18	7205 NPC INTERNATIONAL	C
14	00097656	65.00	10/24/18	3421 RANDALL LEE	C
14	00097657	95.00	10/24/18	5682 RANDY KRAMER	C
14	00097658	100.00	10/24/18	7330 RITE ENVIRONMENTAL	C
14	00097659	65.00	10/24/18	4448 ROBERT HEWITT	C
14	00097660	15.07	10/24/18	7554 SARA MCCONVILLE	C
14	00097661	240.00	10/24/18	5987 SID LEDERMAN	C
14	00097662	550.00	10/24/18	6669 STEVE CITTA	C
14	00097663	160.00	10/24/18	548 STEVE NEWELL	C
14	00097664	200.00	10/24/18	7526 STEVEN ROHACH	C
14	00097665	450.00	10/24/18	7425 TAMARA DRURY	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
14	00097666	75.00	10/24/18	9613 TOBY SMEDLEY	C
14	00097667	90.00	10/24/18	4539 UNIVERSITY OF NORTHERN IOWA	C
14	00097668	459.10	10/24/18	6898 VARSITY SPIRIT FASHIONS	C
14	00097669	99.90	10/24/18	14214 VISION 4 LESS	C
14	00097670	264.00	10/24/18	11064 WARTBURG COLLEGE	C
14	00097671	100.00	10/24/18	5415 WATERLOO POLICE RESERVE ASSOC	C
14	00097672	67.00	10/24/18	1929 XPRESSION INC	C
14	00097673	1,202.00	10/31/18	7222 ADVANTAGE SCREENPRINT & EMBROI	C
14	00097674	17.00	10/31/18	7589 ANN SCHILLING	C
14	00097675	202.80	10/31/18	7761 BRENTON SHAVERS	C
14	00097676	65.52	10/31/18	4045 BRUCE PIETRO	C
14	00097677	468.00	10/31/18	5787 BSN SPORTS LLC	C
14	00097678	140.00	10/31/18	1889 DENNIS SMELTZER	C
14	00097678	-140.00	11/05/18	1889 DENNIS SMELTZER	CV
14	00097679	130.00	10/31/18	3539 DESMOND VAN ARSDALE	C
14	00097680	434.51	10/31/18	28215 DURHAM SCHOOL SERVICES	C
14	00097681	188.43	10/31/18	1448 IDENTISYS INC	C
14	00097682	978.00	10/31/18	7725 IGHSAU IOWA GIRLS HIGH SCHOOL ATHLETIC	C
14	00097683	895.00	10/31/18	5289 IOWA HIGH SCHOOL MUSIC ASSOC	C
14	00097684	1,230.00	10/31/18	1202 IOWA SPORTS SUPPLY	C
14	00097685	65.00	10/31/18	3422 JEROME STOVALL	C
14	00097686	1,287.00	10/31/18	7335 JOLYN CLOTHING	C
14	00097687	1,997.40	10/31/18	7550 JUGS SPORTS INC	C
14	00097688	132.62	10/31/18	7361 KELLY NELSON	C
14	00097689	120.00	10/31/18	5355 KENNEDY HIGH SCHOOL	C
14	00097690	206.65	10/31/18	1441 MARTIN BROTHERS	C
14	00097691	205.00	10/31/18	6582 MARVIN SPENCER	C
14	00097692	65.00	10/31/18	3421 RANDALL LEE	C
14	00097693	140.00	10/31/18	4448 ROBERT HEWITT	C
14	00097694	31.00	10/31/18	25658 SKILLS USA	C
14	00097695	45.00	10/31/18	25658 SKILLSUSA IOWA	C
14	00097696	65.00	10/31/18	5405 STACEY VAN ARSDALE	C
14	00097697	73.20	10/31/18	6707 STAPLES ADVANTAGE	C
14	00097698	110.00	10/31/18	4539 UNIVERSITY OF NORTHERN IOWA	C
14	00097699	120.00	11/02/18	5529 JEFFREY KAMP	C
<b>Total Bank No 14</b>		<b>60,815.68</b>			
16	00003858	1,150.00	11/06/18	6728 CHOSEN VALLEY TESTING INC	C
16	00003859	7,856.20	11/06/18	9444 INVISION ARCHITECTURE	C
16	00003860	534,531.80	11/06/18	5351 LARSON CONSTRUCTION COMPANY INC	C
16	00003861	1,291.25	11/06/18	8570 WILSON RESTAURANT SUPPLY	C
<b>Total Bank No 16</b>		<b>544,829.25</b>			

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
				Total Manual Checks	.00
				Total Computer Checks	2,089,181.44
				Total ACH Checks	.00
				Total Other Checks	.00
				Total Electronic Checks	.00
				Total Computer Voids	-681.89
				Total Manual Voids	.00
				Total ACH Voids	.00
				Total Other Voids	.00
				Total Electronic Voids	.00
				<b>Grand Total</b>	<b>2,088,499.55</b>
				<b>Number of Checks</b>	<b>475</b>

Batch Yr	Batch No	Amount
19	000240	832.60
19	000374	451.94
19	000424	459.10
19	000462	383.74
19	000470	130.59
19	000475	1,080.87
19	000516	465.36
19	000523	1,015.55
19	000554	-8.83
19	000555	64.71
19	000576	6,158.38
19	000580	3,089.20
19	000585	14,272.86
19	000593	104,184.24
19	000596	51,239.52
19	000597	23,100.42
19	000599	9,246.65
19	000610	35,592.38
19	000611	476,056.65
19	000612	49,107.46
19	000619	4,776.46
19	000620	32,574.22
19	000621	10,962.05
19	000626	826.60
19	000632	2,589.20
19	000633	722.86
19	000638	101,320.86
19	000647	8,607.62
19	000648	25,651.36
19	000650	628.28
19	000652	7,461.84
19	000656	9,513.02
19	000657	646,795.40
19	000673	105.00
19	000675	8,032.67
19	000687	24,850.08
19	000691	64,530.95
19	000693	120.00
19	000697	72,795.58
19	000698	187,230.56
19	000724	101,481.55

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** High School Government Class Travel to Washington D.C.

**CONTACT:** Andy Mieke, West High Principal  
Tom Yuska, West High School Social Studies Teacher  
Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Letters of Request and Information Outlining the Field Trip

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**BACKGROUND:**

As provided in the Waterloo Community School District Board of Education Policies, Regulations and Administrative Procedures, policies 604.3 and 604.3-R (*Field Trips and Other Off School Site Learning Opportunities*), activities involving any student or student groups which require both out-of-state travel and an overnight stay must be approved by the Board of Education.

Andy Mieke is seeking approval for 12-15 West High students along with Tom Yuska, Social Studies teacher, to travel to Washington D.C. to learn about the nation's government through the Close-Up Washington Foundation Program. The students will attend educational sessions, experience Washington D.C. and meet with our governmental leaders and staff. The trip is scheduled for February 17-22, 2019. The group will be traveling with Waterloo Columbus and Cedar Rapids Jefferson students and chaperones.

The only cost to the district will be a sub for Mr. Yuska.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

"the Board of Education approve travel for Waterloo Schools High School students and Mr. Yuska to Washington D.C. February 17-22, 2019."

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** West High School JROTC Travel to Ozark, Missouri

**CONTACT:** Andy Mieke, West High Principal  
Paul E. Wallace, CMSgt (Ret), USAF  
Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Letters of Request and Information Outlining the Field Trip

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**BACKGROUND:**

As provided in the Waterloo Community School District Board of Education Policies, Regulations and Administrative Procedures, policies 604.3 and 604.3-R (*Field Trips and Other Off School Site Learning Opportunities*), activities involving any student or student groups which require both out-of-state travel and an overnight stay must be approved by the Board of Education.

Andy Mieke is seeking approval for 22 West High JROTC students along with two instructors, to travel to Ozark, MO, to compete in the annual Ozark High Invitational Drill Meet. The team will compete against 15 other JROTC programs from the Midwest. The trip is scheduled for November 30-December 1, 2018.

The only cost to the District is one school bus for transportation.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

“the Board of Education approve travel for West High JROTC students and two instructors to Ozark, MO, November 30-December 1, 2018.”

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Classroom Space Availability for Open Enrollment Purposes

**CONTACT:** Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Board Policy 601.3, Insufficient Classroom Space

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**BACKGROUND:**

For the purposes of open enrollment transfers as per Iowa Administrative Code 281-17.6(3), the Board must certify that sufficient classroom space exists to accommodate incoming students.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education certifies that sufficient classroom space exists at all grade levels, but not necessarily all grade levels in every building, for open enrollment into the District for the 2018-2019 school year and approves the continuation of policy 601.3.”

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** IASB Delegate Assembly Representative

**CONTACT:** Pam Arndorfer, Board Secretary

**ATTACHMENTS:** Delegate Assembly & Annual Meeting Information

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**BACKGROUND:**

IASB by-laws give each member school district a delegate who casts the district's vote(s) on issues before the Delegate Assembly. By participating in the Delegate Assembly's debate process, each school district contributes to IASB's legislative program, and ultimately, the unified legislative interests of all Iowa school boards. The Annual Meeting of the Delegate Assembly will be held at 9:00 a.m., Wednesday, November 14, in the Grand Ballroom of the Iowa Events Center in Des Moines. It is the recommendation that the Board appoint a delegate for this purpose.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

"the Board of Education appoint Sue Flynn as the delegate to the IASB Delegate Assembly and Annual Meeting."

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Waterloo Career Center Change Order 6

**CONTACT:** Michael Coughlin, Chief Financial Officer  
Marty Metcalf, Director of Operations

**ATTACHMENTS:** Summary of Proposal Requests for Change Order 6

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**BACKGROUND:**

The Waterloo Career Center remodel project at Central Middle School is under the direction of InVision Architecture with Larson Construction as general contractor. During the construction process, issues arise that require an adjustment to the contract executed through a documented change order. Change orders are reviewed and approved by the architect and the general contractor prior to being presented for district approval. It is an established practice by the district for the board to address for approval any change orders that exceed \$5,000.

Waterloo Career Center Change Order 6 is associated with site work as an ADD of \$6,127.63

Contingency Summary

Original Contract Sum	\$ 13,220,000.00
Previous Change Orders	(68,145.34)
Current Change Order #3	<u>9,022.46</u>
New Contract Balance	\$ 13,160,877.12

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“that the Board of Education approve Waterloo Career Center Changer Order 6 as presented as an ADD of \$9,022.46.”



**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Counseling Practicum Memorandum of Understanding (MOU) Between Waterloo Schools and the University of Northern Iowa

**CONTACT:** Jeff Frost, Executive Director of Professional Technical Education

**ATTACHMENTS:** Memorandum of Understanding (MOU)

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**BACKGROUND:**

The University of Northern Iowa Counseling Program (School of Applied Human Sciences and College of Social and Behavioral Sciences) is seeking to establish a one-year agreement with Waterloo Schools labeled as the *Waterloo Anchor Schools Practicum Initiative*. UNI Counseling Practicum students will be provided the opportunity to accumulate 100 service hours as they shadow, observe, and implement basic school counseling services under the supervision of Waterloo Schools' counseling staff. The program will run January 1, 2019 through December 31, 2019, at which time both parties will meet to evaluate the program and make any necessary adjustments.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

“that the Board of Education approve the Memorandum of Understanding with the University of Northern Iowa for the Waterloo Anchor Schools Practicum Initiative, effective January 1, 2019 through December 31, 2019.”

**BOARD OF EDUCATION MEETING  
November 12, 2018**

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**ISSUE:** Board Policy Changes – First Reading

**CONTACT:** Tara Thomas, Director of School and Community Relations

**ATTACHMENTS:** Proposed Policies

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**BACKGROUND:**  
 The following policies have been reviewed by the District Leadership Team and the Policy Review Committee and are being presented for First Reading.

<b>Number</b>	<b>Title</b>
202.2	Board Member Oath of Office
217.0	School Board Association Memberships
401.1	Guiding Principles for Employees
602.65	Title I Parent Involvement

**FOR INFORMATION ONLY**

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Board Policy Changes – Second Reading

**CONTACT:** Tara Thomas, Director of School and Community Relations

**ATTACHMENTS:** Proposed Policies

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**BACKGROUND:**

The following policies have been reviewed by the District Leadership Team and the Policy Review Committee and are being presented for Second Reading. Policies 103.0, 104.0, 210.0, 400.4, 401.3 and 603.3 were presented for First Reading on October 22, 2018.

<b>Number</b>	<b>Title</b>
103.0	Nondiscrimination
104.0	Equal Education Opportunity
210.0	Meetings of the Board of Education
400.4	Notification of Arrest, Criminal Charges or Child Abuse Complaints
401.3	Nepotism
603.3	Competent Private Instruction (Home Schooled)

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board approve the following policies: *Nondiscrimination, Equal Education Opportunity, Meetings of the Board of Education, Notification of Arrest, Criminal Charges or Child Abuse Complaints, Nepotism and Competent Private Instruction (Home Schooled).*”

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** SBRC Modified Allowable Growth Request for Increasing Enrollment, Open Enrollment Out Students Not Counted in FY2017 and Continued Funding for Limited English Proficient Instruction

**CONTACT:** Michael Coughlin, Chief Financial Officer

**ATTACHMENTS:** SBRC Application

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**BACKGROUND:**

Iowa Code, Section 282.18(10) allows a district of residence to apply for modified allowable growth (MAG) to the School Budget Review committee (SBRC) for the following three reasons:

1. When a school district had an overall increase in certified enrollment. 2017-18 Request: students enrollment at increase of 0 x \$6,664 state cost per pupil = \$0
2. When a student was not included in the resident district's enrollment count during the fall of the year preceding the student's transfer under open enrollment, and the resident district is paying tuition for that student during the current year. (MAG conditional on whether increase of open enrollment is greater than overall increase in certified enrollment in first category.) 2018-19 Request: Students on Fall 2018 Enrollment but not on Fall 2017 Certified Enrollment at 67.9 students x \$6,664 = \$452,485.60.
3. When a district offers continuing programming for Limited English Proficient students after the five (5) years to cover excess cost for instruction. 2018-19 Request: 242 students x 0.22 weighting = 53.24 total weighting x \$6,736 = \$358,624.64.

To apply for the allowable growth, school districts must submit an application form to the SBRC Committee by December 1, 2018. The SBRC will act on any requests received during their December meeting. Waterloo Community School District is not required to appear at that meeting. If the SBRC grants Waterloo's request for modified allowable growth, the Department of Management will increase the District's 2018-19 budget authority by that amount. This increased allowable growth will be funded by 2019-20 cash reserve levy.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

“the Board of Education authorize the administration to submit the SBRC application form to the School Budget Review Committee requesting 2018-19 modified allowable growth funding totaling \$811,110.24 to be funded by 2019-20 cash reserve levy.”

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** River Hills School Consortium SBRC Application for Special Education Administrative Costs

**CONTACT:** Ivan Gentry, Director of Support Services  
Michael Coughlin, Chief Financial Officer

**ATTACHMENTS:** River Hills Administrative Cost Summary

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**BACKGROUND:**

The Waterloo District currently sends students to River Hills School, located in the Cedar Falls School District. For many years AEA 267 has operated the programming in conjunction with Cedar Falls CSD and has billed each participating district a prorated share of total costs through a tuition billing.

In December 2013, the Iowa DE released clarifying guidance on appropriate uses of funds for special education services. As a part of that guidance, there were also three models for delivery of service that were proposed. The intent of the guidance was to prepare schools, districts, and providers to be in compliance with statute and rule for the start of the 2014-15 school year.

At the direction of the Governor's Office, the (DE) provided updated guidance related to allowable costs of special education that could be paid by public school districts from special education weighted funding. This guidance is designed with an emphasis on instructional programs of the district offered at the location of private facilities (residential or day programs) or purchased instructional programs:

1. Determine what is an allowable cost from special education weighted funding,
2. Determine what is an allowable cost, if any, from general purpose resources, and
3. Separate which costs are district (or area education agency [AEA]) costs and which costs are private facility costs.

According to these guidelines, administrative costs for special education are not an allowable cost to special education unless there are unusual circumstances. When a district presents evidence of unusual circumstances that would justify charging administrative costs to the special education program, the SBRC may authorize such expenditures using the following criteria:

The district has a separate school for special education which has a sufficient student population to warrant a certified special education administrator. If approved, the district may bill the prorated (proportionate) portion of the cost to other resident districts for students served in that school as well as include the prorated portion of the cost related to its own resident students in the special education program expenditures. These districts determined that the special education students are best served by providing the special education program in a separate special education school/facility, have a school listed on their BEDS data collection coded "05 special

education" and have a special education administrator listed on their BEDS staffing data collection whose expenditures are coded on the CAR-COA in the 2330 function for special area administration.

The amount that may be charged is the lower of actual or approved costs. All costs must be allowable costs pursuant to Iowa Code and Iowa Administrative Code. Actual costs for this purpose are costs for administration that are measurable directly without allocating and are exclusively devoted to the programs of identified students served pursuant to their IEPs. These costs are costs that would normally be coded on the CAR-COA in the 2330 or 2410 function. Prior SBRC approval is required.

As the home district for River Hills Consortium, Cedar Falls district has provided a summary of the administrative costs for 2018-19. As each school board of education approves, they will be presented as a collective request to the SBRC for approval as an allowable cost from special education funds. This approval by the SBRC does not approve additional authority for these expenses, but approves the use of special education funds for this expense.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education approve the application to the School Budget Review Committee (SBRC) in the amount of \$41,786.56 for special education administrative costs associated with River Hills Consortium program for the 2019-20 school year.”

**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Lied Center Consortium SBRC Application for Special Education Administrative Costs

**CONTACT:** Ivan Gentry, Director of Support Services  
Michael Coughlin, Chief Financial Officer

**ATTACHMENTS:** Lied Center Administrative Cost Summary

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**BACKGROUND:**

The Waterloo District currently sends students to Waverly-Shell Rock Lied Center, located in the Waverly-Shell Rock (WSR) School District.

In December 2013, the Iowa DE released clarifying guidance on appropriate uses of funds for special education services. As a part of that guidance, there were also three models for delivery of service that were proposed. The intent of the guidance was to prepare schools, districts, and providers to be in compliance with statute and rule for the start of the 2014-15 school year.

At the direction of the Governor's Office, the (DE) provided updated guidance related to allowable costs of special education that could be paid by public school districts from special education weighted funding. This guidance is designed with an emphasis on instructional programs of the district offered at the location of private facilities (residential or day programs) or purchased instructional programs:

1. Determine what is an allowable cost from special education weighted funding,
2. Determine what is an allowable cost, if any, from general purpose resources, and
3. Separate which costs are district (or area education agency [AEA]) costs and which costs are private facility costs.

According to these guidelines, administrative costs for special education are not an allowable cost to special education unless there are unusual circumstances. When a district presents evidence of unusual circumstances that would justify charging administrative costs to the special education program, the SBRC may authorize such expenditures using the following criteria:

The district has a separate school for special education which has a sufficient student population to warrant a certified special education administrator. If approved, the district may bill the prorated (proportionate) portion of the cost to other resident districts for students served in that school as well as include the prorated portion of the cost related to its own resident students in the special education program expenditures. These districts determined that the special education students are best served by providing the special education program in a separate special education school/facility, have a school listed on their BEDS data collection coded "05 special education" and have a special education administrator listed on their BEDS staffing data

collection whose expenditures are coded on the CAR-COA in the 2330 function for special area administration.

The amount that may be charged is the lower of actual or approved costs. All costs must be allowable costs pursuant to Iowa Code and Iowa Administrative Code. Actual costs for this purpose are costs for administration that are measurable directly without allocating and are exclusively devoted to the programs of identified students served pursuant to their IEPs. These costs are costs that would normally be coded on the CAR-COA in the 2330 or 2410 function. Prior SBRC approval is required.

As the home district for Waverly Shell-Rock Lied Center, the Waverly-Shell Rock school district has provided a summary of the administrative costs for 2018-19. As each school board of education approves, they will be presented as a collective request to the SBRC for approval as an allowable cost from special education funds. This approval by the SBRC does not approve additional authority for these expenses, but approves the use of special education funds for this expense.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board approve the application to the School Budget Review Committee (SBRC) in the amount of \$6,229.71 for special education administrative costs associated with Waverly-Shell Rock Lied Center Consortium program for the 2019-20 school year.”



**BOARD OF EDUCATION MEETING**  
**November 12, 2018**

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**ISSUE:** Financial Information

**CONTACT:** Michael Coughlin, Chief Financial Officer

**ATTACHMENTS:** All Funds Cash Balances  
All Funds Five Year Statement of Revenue and Expenditures  
All Funds Revenue Summary  
General Fund Expense Summary  
Other Funds Expense Summary  
General/Other Funds Cash Flow Charts

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**BACKGROUND:**

Per Section 291.14 of the Code of Iowa the treasurer shall render a statement of the finances of the corporation whenever required by the Board of Education and the treasurer's books shall always be open for inspection.

Fiscal Year 2018-19 Year-To-Date unaudited information through September 2018 is attached for the Board's review.

**FOR INFORMATION ONLY**



November 12	Board of Education Meeting (This is the only November meeting)	5:00pm
November 14-16	UEN Meetings/Banquet/IASB Convention	
November 21-23	Thanksgiving Break / No School All offices closed November 22-23	
December 10	Board of Education Meeting (This is the only December meeting)	5:00pm
Dec 24-Jan 2	Winter Break / No School All offices closed Dec 24, 25, 26, 31 and Jan 1	