



Board of Education Meeting

October 14, 2019
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.

- Enhance and clarify hiring protocol to ensure awareness and consistency between buildings.
- 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.

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.
- Create 21st Century schools that increase personal, emotional, social and academic independence in order to prepare students for college, career and citizenship.

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.

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 physical environment that allows for a safe learning environment.
- Provide programs that allow students 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
October 14, 2019
5:00pm**

Exhibit

I.	Call to Order	
II.	Moment of Silence	
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BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Board Celebration – Character Counts Week

CONTACT: Tara Thomas, Director of School & Community Relations
Pam Arndorfer, Board Secretary

ATTACHMENT: Character Counts Week Proclamation

BACKGROUND:

The Cedar Valley Character Counts Committee, chaired by Bruce Clark, is asking the Waterloo Board of Education to join other governmental bodies in the county including the Cedar Falls Board of Education and the Waterloo, Cedar Falls and Evansdale City Councils to adopt a resolution supporting Character Counts Week, October 20-26, 2019. The resolution is attached.

The group’s mission is to grow awareness of and involvement in the Character Counts! program in the Cedar Valley and assist in developing citizens who live, model, and encourage positive character in home, business, community and service organizations and faith communities! The Six Pillars of Character include Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.

Facts regarding the Cedar Valley Character Counts Committee

- The Cedar Valley Character Counts! Committee first met on November 29, 2005.
- The committee hosted this year’s Annual Champions of Character event, recognizing students, educators, and community members who consistently demonstrated outstanding achievement in modeling the Six Pillars of Character.
- The Cedar Valley is home to several additional Character Counts! Award winners, presented by the Institute for Character Development, most recently:
 - 2005: Uyntha Duncan, Citizen of Character.
 - 2008: Waterloo Community Schools Counselor Rod Payne, Iowa Girls’ High School Character Counts! Coach of the Year; student Ashlyn Kullen, Citizen of Character; Hellman Associates, honorable mention, Organization of the Year.
 - 2007& 2008: Price Laboratory School, National Finalist in National Schools of Character program.
 - 2009: Cedar Valley, Iowa Character Community Award; Price Lab students Lizzie Swanson and Eddie Diemer, Citizens of Character.
 - 2010: Michelle Temeyer, Iowa Character Award for her commitment to her community through use and promotion of good character.
 - 2012: Lowell Elementary, School Organization of Character Award for their Expanded Learning Program “Planet Protectors Project”.
 - 2014: Bruce Clark, Champion of Character; Sydney Coloff of Cedar Falls and Ginna Walker were honorable mention award recipients.

- 2016: Scyler Torrey, West High student, Youth Citizen of Character; A.J. Cassidy, West High teacher, Educator of Character; and Poyner Elementary, School of Character honors at both the local and state levels.
 - 2017: Jocelyn Marie Roof, West High student, Youth Citizen of Character; Ashley Reimer, West High cross country coach, Cedar Valley Sports Commission Pursuing Victory with Honor selection; Major David Richards, former West High AFJROTC instructor, High School Educator of Character.
 - 2018: Lonnie Moore, West High business education teacher and head football coach, Pursuing Victory with Honor
- Through the Committee's efforts:
 - In 2006, the Waterloo Coaches' Classic hosted Iowa games Executive Director Jim Hallahan, who introduced Pursuing Victory with Honor.
 - The Waterloo Kiwanis has sponsored a fifth grade essay contest for three years. In 2005, the Downtown & Crossroads Rotary Clubs celebrated their 100th Anniversary featuring elementary students at their Character Counts! Luncheon.
 - In 2008, the Waterloo Leisure Services commission adopted a resolution endorsing the Pursuing Victory with Honor campaign and annually awards a Character Counts! Player of the Year and Coach of the Year.
 - Cedar Valley Character Counts! Committee members routinely participate in and encourage community members, to participate in training activities and workshops.
 - Poyner, Kingsley and Kittrell Elementary Schools in 2008 were named pilot sites for Phase II of the Research Institute for Studies in Education (RISE) at Iowa State University.
 - The University of Northern Iowa hosted Pursuing victory with Honor for athletes and coaches in 2008 and once again in 2014.

Character Counts, a nationally-recognized program, utilizes the six pillars of character including trustworthiness, respect, responsibility, fairness, caring, and citizenship. The Character Counts! Framework suggest that families, schools, community organizations, businesses, and city government all work together to enhance the environment in which we live – to model and vigorously advocate to the youth in our community that the pillars are important and expected of all of us.

Character Counts has no formal curriculum. Rather it is a framework for instruction and uses a variety of active learning approaches to teach, encourage, advocate and model the six pillars throughout the school and beyond. Character Counts teaches ethical decision-making so that students can make good choices in all setting and in difficult situations.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“that the Board of Education proclaim the week of October 20-26, 2019, as CHARACTER COUNTS! week in the Waterloo Schools.”



Character Counts Week – October 20-26, 2019

WHEREAS: Citizens of good character are a most valuable asset to our community, providing a safe and caring environment where all citizens value and model the principle that CHARACTER COUNTS!, and

WHEREAS: The 6 Pillars of Character include Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship, and

WHEREAS: The Waterloo Schools supports the Cedar Valley Character Counts Committee in its efforts to provide leadership and coordination for the promotion and encouragement of a community-wide character education program for our youth; and

WHEREAS: With their guidance, we will teach, enforce, advocate and model the six essential pillars of character to our young citizens; and

WHEREAS: This work will foster greater understanding and cooperation among individuals and organizations of our community to set good examples and address the positive issues that will shape our community's future.

NOW, THEREFORE, I Dr. Jane Lindaman, do hereby proclaim the week of October 20-26, as CHARACTER COUNTS! Week at Waterloo Schools.

FURTHER: I urge the students and staff at Waterloo Schools to become aware of the importance of community-wide character education and show support for the positive character development of the youth in our community. For further information, we urge citizens to visit: www.CharacterCountsInIowa.org.

Dr. Jane Lindaman

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Waterloo Schools Partnerships with Volunteer Agencies

CONTACT: Tara Thomas, Director of School and Community Relations

ATTACHMENTS: None

BACKGROUND:

Waterloo Schools partners with local volunteer agencies to serve our students and families. We wanted to recognize the following groups for their continued commitment and service: Big Brothers Big Sisters of Northeast Iowa, Junior Achievement of Eastern Iowa, The Job Foundation and RSVP.

Hundreds of volunteers are supporting our students through everything from mentor relationships to financial education!

FOR INFORMATION ONLY

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Donation to West High Girls Basketball Program

CONTACT: Tara Thomas, Director of School & Community Relations
Dr. Anthony Pappas, West High Director of Athletics

ATTACHMENTS: None

BACKGROUND:

Pursuant to Board Policy 701.9, donations over \$2,500 must be approved by the Board of Education. Waterloo Schools would like to recognize Molly Ritter DuBois, West High alumni, former member of the basketball team, and member of the West High School Academic Hall of Fame, for her generous donation of \$5,000 to the West High Girls basketball program.

Ms. Molly Ritter DuBois is a 1988 graduate of Waterloo West High. She received her Associate of Arts degree from North Iowa Area Community College in 1990 and her Bachelor of Science degree from Winona State University in 1992. She was immediately hired by C.H. Robinson in 1992. C.H. Robinson, with over 8,000 employees, is regarded as one of the world's largest third party logistics companies. After 13 years at C.H. Robinson she was promoted to Executive Vice President of Transportation, a position she still holds today. Molly has also been very active in her community where she has worked tirelessly to support youth and women's groups.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“the Board of Education accepts and acknowledges with gratitude the donation of \$5,000 from Molly Ritter DuBois in support of the West High School Girls basketball program.”

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Donation from R.J. McElroy Trust

CONTACT: Tara Thomas, Director of School & Community Relations
Pam Arndorfer, Assistant to the Superintendent/Board Secretary

ATTACHMENTS: Funding Information

BACKGROUND:

Pursuant to Board Policy 701.9, donations over \$2,500 must be approved by the Board of Education. The Waterloo Community Schools would like to recognize and thank the R.J. McElroy Trust for their generous donation of \$5,700 for emergency fund purposes at Becker Elementary, Cunningham School for Excellence, Highland Elementary, Irving Elementary, Kingsley Elementary, Kittrell Elementary, Lincoln Elementary, Lou Henry Elementary, Lowell Elementary, Poyner Elementary, Central Middle, East High, West High, and Expo Alternative Learning Center. This money is used for discretionary purposes such as clothing, medical expenses, activity fees, etc. This is an on-going program of financial support to our schools and has met a great student need.

Waterloo Schools greatly appreciates the continued support of the R.J. McElroy Trust in helping to fund this program.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“that the Board of Education accepts with gratitude this donation in the amount of \$5,700 from the R.J. McElroy Trust for the 2019-20 school year.”

**Minutes of the Board of Education
Waterloo Community School District
County of Black Hawk, State of Iowa
September 23, 2019**

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 5:00pm on Monday, September 23, 2019, in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

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

I. Call to Order

The meeting was called to order by Ms. McNally at 5:00pm.

II. Moment of Silence

III. Pledge of Allegiance

IV. Mission Statement

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

V. Donation from MidAmerican Energy

It was moved by Ms. Flynn and seconded by Mr. Williams that the Board of Education accepts and acknowledges with gratitude the donation of \$100,000 from MidAmerican Energy in support of the Waterloo Career Center's electrical program. Jeff Frost, Executive Director of Professional Technical Education, along with MidAmerican representatives Jeremy Sorensen and Chuck Meyers, provided information. Motion carried 7-0.

VI. Board Celebration – Jim Miller, Director of the National Wrestling Hall of Fame Dan Gable Museum

This item was presented as Information Only. Dan Huff, District Athletics and Activities Director, provided information and introduced Coach Jim Miller.

VII. International Baccalaureate and Advanced Programming Update

This item was presented as Information Only. Sherice Ortman, IB and Advanced Programs Coordinator, along with one of the IB students, provided information.

VIII. Information from Individuals and Delegations

No public comments were brought forth.

Ms. McRina left the meeting at 5:44pm

IX. Consent Agenda

It was moved by Ms. Flynn and seconded by Ms. Johnson that the Board of Education approve the consent agenda as revised. Motion carried 6-0. The following items were approved:

- Minutes of the September 9, 2019 Regular Board Meeting
- Bills Due & Payable and Bills Paid Between Board Meetings
- Board Member’s Travel

Mr. Schmitt left the meeting at 5:48pm; Ms. McRina returned to the meeting at 5:54pm

Exhibit E: 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, provided information. Motion carried 6-0.

Exhibit G: JROTC Enrollments by Public Shared or Non-Public Shared Students

It was moved by Mr. Williams and seconded by Ms. McRina that the Board of Education approve the agreement for Gladbrook-Reinbeck students to enroll in JROTC programs as indicated for the 2019/2020 school year. Dr. Jane Lindaman, Superintendent, provided information. Motion carried 6-0.

X. Registered Apprenticeship with Federal Department of Labor

It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education approve the Registered Apprenticeship between the Waterloo Schools and the Federal Department of Labor. Jeff Frost, Executive Director of Professional Education, provided information. Motion carried 6-0.

XI. Board Policy Changes – First Reading

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

- 206.0 – *Board Officers*
- 401.2 – *Employee Outside Employment*
- 408.81 – *Licensed Employee Contract Release*
- 505.6 – *Academic Progress – Promotion/Retention*
- 507.2 – *Administering Medication to Students*
- 601.2 – *School Calendar*
- 603.1 – *Career & Technical Education*

XII. Superintendent’s Report

- Tomorrow is the 21st Annual Mayor’s Fun Run
- Congratulations to both East and West High football programs for their wins over the weekend
- Mandatory 8th grade meetings have been scheduled – more information will be coming

XIII. Information from Board Members

Each board member was given the opportunity to comment.

XIV. Adjourn

It was moved by Mr. Knight and seconded by Ms. Johnson that the Board of Education adjourn the meeting. Motion carried 6-0. The meeting adjourned at 6:38pm.

Respectfully submitted,

Pamela G. Arndorfer, Board Secretary

Date Approved by the Board of Education

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the minutes of the September 23, 2019, Regular Board meeting.”

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Personnel Appointments and Adjustments

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

ATTACHMENTS: Routine Personnel Appointments

BACKGROUND:

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

THE SUPERINTENDENT’S RECOMMENDATION IS:

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

BOARD OF EDUCATION MEETING
October 14, 2019

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

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	00220745	85.00	09/24/19	128 BLACK HAWK CLERK OF COURT	C
10	00220746	280.93	09/24/19	123 BLACK HAWK COUNTY SHERIFF	C
10	00220747	59.13	09/24/19	2431 CEDAR VALLEY SPORTSPLEX	C
10	00220748	140.67	09/24/19	4445 IOWA DEPT OF REVENUE & FINANCE	C
10	00220749	5,638.50	09/24/19	112 PUBLIC EMPLOYEES CREDIT UNION	C
10	00220750	3,808.47	09/25/19	4050 ACCESS TECHNOLOGIES INC	C
10	00220751	3,438.97	09/25/19	634 CRESCENT ELECTRIC SUPPLY	C
10	00220752	2,981.41	09/25/19	817 ELECTRICAL ENG & EQUIPMENT (THREE E)	C
10	00220753	115.00	09/25/19	2731 JUNIOR ACHIEVEMENT OF EASTERN IOWA INC	C
10	00220754	63.47	09/25/19	5225 LINDA SUMMERHAYS	C
10	00220755	578.66	09/25/19	4616 SPRINT	C
10	00220756	41,234.89	09/25/19	2312 WATERLOO WATER WORKS	C
10	00220757	8,894.49	09/27/19	11528 FIDELITY SECURITY	C
10	00220758	583.20	09/27/19	8470 CONNIE LOFFREDO	C
10	00220759	8,160.01	09/27/19	7438 QUALTRICS LLC	C
10	00220760	36,509.49	10/01/19	160 MADISON NATIONAL LIFE	C
10	00220761	7,290.00	10/08/19	10463 A TO Z LEARNING CENTER	C
10	00220762	62,092.00	10/08/19	6652 CEDAR VALLEY CATHOLIC SCHOOLS	C
10	00220763	28.48	10/08/19	12276 CENTURYLINK	C
10	00220764	448.53	10/08/19	821 CITY OF ELK RUN HEIGHTS	C
10	00220765	22,059.00	10/08/19	10465 COMMUNITY UNITED CHILD CARE CENTERS INC	C
10	00220766	10.00	10/08/19	6563 CULLIGAN WATER	C
10	00220767	23,693.00	10/08/19	8070 IMMANUEL LUTHERAN PRESCHOOL	C
10	00220768	17.93	10/08/19	8481 LARRY ROCKETT	C
10	00220769	6,561.00	10/08/19	10466 LEARN & PLAY PRESCHOOL	C
10	00220770	24.49	10/08/19	7971 MEDIACOM	C
10	00220771	880.00	10/08/19	7971 MEDIACOM	C
10	00220772	850.00	10/08/19	7971 MEDIACOM	C
10	00220773	2,237.86	10/08/19	14877 ROCHESTER ARMORED CAR CO., INC	C
10	00220774	6,536.00	10/08/19	6737 SMALL WORLD PRESCHOOL	C
10	00220775	419.99	10/08/19	2170 TRACTOR SUPPLY CREDIT PLAN	C
10	00220776	728.81	10/08/19	12268 VOGT PATRICIA	C
10	00220777	2,077.02	10/08/19	6678 XEROX FINANCIAL SERVICES	C
10	00220778	400.00	10/08/19	242 A1 SEPTIC & PUMPING SERVICES	C
10	00220779	357.50	10/08/19	3279 AABLE PEST CONTROL INC	C
10	00220780	6.24	10/08/19	8454 AARON SMITH	C
10	00220781	58.22	10/08/19	4050 ACCESS SYSTEMS	C
10	00220782	18,263.80	10/08/19	179 ADVANCED SYSTEMS INC	C
10	00220783	2,666.00	10/08/19	7222 ADVANTAGE SCREENPRINT & EMBROI	C
10	00220784	11,504.00	10/08/19	18066 AERCOR WIRELESS, INC.	C
10	00220785	76.31	10/08/19	9232 ALL STATE RENTAL	C
10	00220786	23.95	10/08/19	25941 AMBER SCHULER	C
10	00220787	303.51	10/08/19	25755 AMY BAKKER	C
10	00220788	46.02	10/08/19	10249 AMY MIEHE	C
10	00220789	25.74	10/08/19	6724 ANGELA DUNKERTON	C
10	00220790	58.50	10/08/19	3409 ANTHONY PAPPAS	C
10	00220791	98.07	10/08/19	1456 ARAMARK UNIFORM SERVICE	C
10	00220792	1,851.07	10/08/19	279 ARCTIC REFRIGERATION, LC	C
10	00220793	131.96	10/08/19	2904 ARDICE DIANE HOLT	C
10	00220794	1,363.66	10/08/19	7906 AUREON COMMUNICATIONS LLC	C
10	00220795	111.80	10/08/19	8341 B & B LOCK & KEY, INC	C
10	00220796	91.65	10/08/19	11918 BARBARA JACOBY	C
10	00220797	30,000.00	10/08/19	3917 BIG BROTHERS BIG SISTERS	C
10	00220798	30.00	10/08/19	333 BLACK HAWK COUNTY CONSERVATION	C
10	00220799	1,755.64	10/08/19	1323 BLACK HAWK COUNTY LANDFILL/DENVER CONST	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00220800	1,034.08	10/08/19	1095 BLACK HAWK WASTE DISPOSAL	C
10	00220801	484.00	10/08/19	342 BLACKHAWK AUTOMATIC SPRINKLERS INC	C
10	00220802	1,748.78	10/08/19	385 BLICK ART MATERIALS	C
10	00220803	235.99	10/08/19	317 BMC AGGREGATES L.C.	C
10	00220804	37.90	10/08/19	3899 BRENDA O'MALLEY	C
10	00220805	142.32	10/08/19	31844 BRITNI PERKINS	C
10	00220806	592.00	10/08/19	5787 BSN SPORTS LLC	C
10	00220807	136.54	10/08/19	446 C & C WELDING INC	C
10	00220808	3,220.00	10/08/19	9242 CAMP EWALU	C
10	00220809	735.85	10/08/19	559 CAMPBELL SUPPLY CO	C
10	00220810	16.49	10/08/19	7608 CATHERINE SNOOK	C
10	00220811	12,440.00	10/08/19	6104 CEDAR VALLEY LAWN CARE INC	C
10	00220812	9,000.00	10/08/19	8232 CENTER FOR APPLIED RESEARCH SOLUTIONS	C
10	00220813	210.00	10/08/19	144 CENTRAL RIVERS AEA	C
10	00220814	9.83	10/08/19	33928 CHARLES MACK	C
10	00220815	101.40	10/08/19	7192 CHATARA MABRY	C
10	00220816	2,600.00	10/08/19	1058 CHEMSEARCH	C
10	00220817	481.00	10/08/19	6728 CHOSEN VALLEY TESTING INC	C
10	00220818	220.00	10/08/19	5373 CHRISTY MOORE	C
10	00220819	13.00	10/08/19	10193 CINDY GEIGER	C
10	00220820	13.00	10/08/19	10951 CINDY HOWARD	C
10	00220821	16,093.50	10/08/19	541 CITY OF EVANSDALE	C
10	00220822	33,192.16	10/08/19	540 CITY OF WATERLOO	C
10	00220823	2,995.96	10/08/19	9707 CLEAN HARBORS ENVIR SERVICES	C
10	00220824	1,091.82	10/08/19	597 COMMUNICATIONS ENGINEERING CO	C
10	00220825	10,000.00	10/08/19	7130 COMMUNITIES IN SCHOOLS OF MID-AMERICA	C
10	00220826	827.00	10/08/19	2293 COURIER COMMUNICATIONS	C
10	00220827	56.15	10/08/19	2293 COURIER COMMUNICATIONS	C
10	00220828	832.00	10/08/19	7323 CRAFT COCHRAN SCREENPRINT & EMBROIDERY	C
10	00220829	13,369.00	10/08/19	6775 CYPRESS BENEFIT ADMINISTRATOR	C
10	00220830	105,497.50	10/08/19	12302 D W ZINSER CO INC	C
10	00220831	30.00	10/08/19	8423 DANIEL MAX MAGAYNA	C
10	00220832	7,889.50	10/08/19	7429 DANIEL PLEDGE-JOHNSON	C
10	00220833	101.40	10/08/19	10444 DEB JACOBS	C
10	00220834	114.84	10/08/19	35610 DEBBIE RUTH	C
10	00220835	152.86	10/08/19	697 DEMCO	C
10	00220836	387.06	10/08/19	3492 DEMOULIN BROTHERS & COMPANY	C
10	00220837	542.05	10/08/19	704 DES MOINES REGISTER	C
10	00220838	89.97	10/08/19	35181 DOMINOS PIZZA	C
10	00220839	130.84	10/08/19	4614 DONNA KITRICK	C
10	00220840	157,898.19	10/08/19	28215 DURHAM SCHOOL SERVICES	C
10	00220841	202.69	10/08/19	2554 ECHO ELECTRIC SUPPLY	C
10	00220842	84,000.00	10/08/19	2271 EDGENUITY INC	C
10	00220843	5,760.00	10/08/19	8432 ELIZABETH HOSELTON	C
10	00220844	220.58	10/08/19	32891 EMILY EISENMAN	C
10	00220845	26.91	10/08/19	7656 EMILY ROQUET	C
10	00220846	80.00	10/08/19	6231 ERNIE WENGER	C
10	00220847	15,784.10	10/08/19	20389 EVEN QUALITY WORKS LLC	C
10	00220848	2,250.00	10/08/19	4308 EXPERIENCE WATERLOO	C
10	00220849	106.68	10/08/19	310 FAREWAY - EVANSDALE	C
10	00220850	233.27	10/08/19	6288 FAREWAY STORES INC	C
10	00220851	24,674.60	10/08/19	29190 FERGUSON ENTERPRISES INC #1657	C
10	00220852	2,319.01	10/08/19	17973 FIRST BOOK MARKETPLACE	C
10	00220853	50.00	10/08/19	20664 FISH ELECTRONICS SVC	C
10	00220854	507.25	10/08/19	9942 FIX TIRE COMPANY	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00220855	1,196.52	10/08/19	6321 FLEXPAC	C
10	00220856	1,000.00	10/08/19	7808 FOLLOW YOUR STRENGTHS LLC	C
10	00220857	537.60	10/08/19	5584 FOUNDATION BUILDING MATERIALS, LLC	C
10	00220858	70.80	10/08/19	946 GENERAL SHEET METAL WORKS INC	C
10	00220859	4,662.00	10/08/19	8466 GENERAL TRAFFIC CONTROLS INC	C
10	00220860	1,684.67	10/08/19	974 GOODYEAR COMMERCIAL TIRE & SRVC CTR	C
10	00220861	1,313.40	10/08/19	5574 GOPHER SPORTS EQUIPMENT	C
10	00220862	2,976.00	10/08/19	7848 GREGORY CONTAINER	C
10	00220863	148.00	10/08/19	995 GROSSE STEEL COMPANY INC	C
10	00220864	4,192.37	10/08/19	7905 GUEST COMMUNICATION CORPORATION	C
10	00220865	3,868.00	10/08/19	8901 HAWKEYE STAGES LLC	C
10	00220866	28,058.10	10/08/19	401 HEINEMANN	C
10	00220867	148.20	10/08/19	1001 HILLYARD/DES MOINES	C
10	00220868	1,567.74	10/08/19	2556 HOFFMAN & HOFFMAN TRENCHING INC	C
10	00220869	2,349.31	10/08/19	7195 HOLIDAY INN AIRPORT	C
10	00220870	880.95	10/08/19	4548 HOUCHEM BINDERY LTD	C
10	00220871	27.50	10/08/19	8488 HUNTER DALLY	C
10	00220872	947.96	10/08/19	1108 HY VEE CEDAR FALLS	C
10	00220873	278.38	10/08/19	1106 HY VEE FOOD STORES CROSSROADS	C
10	00220874	404.10	10/08/19	1107 HY VEE FOOD STORES LOGAN AVE	C
10	00220875	702.00	10/08/19	7919 INFINISOURCE INC	C
10	00220876	384.00	10/08/19	1255 INTERSTATE ALL BATTERY CENTER	C
10	00220877	480.00	10/08/19	8199 IOWA DIRECT	C
10	00220878	400.00	10/08/19	4604 IOWA DIV OF LABOR SERVICES	C
10	00220879	9,654.00	10/08/19	1205 IOWA PRISON INDUSTRIES	C
10	00220880	2,116.50	10/08/19	11838 IOWA SCHOOL FINANCE INFO SERVICES INC	C
10	00220881	31,286.20	10/08/19	1210 IOWA TESTING PROGRAMS	C
10	00220882	10,200.00	10/08/19	14958 IOWA WALL SAWING SERVICES	C
10	00220883	1,125.00	10/08/19	3807 IOWA WORKFORCE DEV, ELEVATOR BUREAU	C
10	00220884	210.50	10/08/19	4528 J.P. GASWAY	C
10	00220885	214.17	10/08/19	9014 JAN MOSER	C
10	00220886	317.70	10/08/19	8463 JASON DOBBS	C
10	00220887	79.69	10/08/19	2098 JEFF FROST	C
10	00220888	81.99	10/08/19	3442 JENNIFER WILLAND	C
10	00220889	140.24	10/08/19	5366 JILL BARTA	C
10	00220890	1,755.25	10/08/19	6811 JOHNSTONE SUPPLY	C
10	00220891	25.66	10/08/19	8369 JOSEPH BOYLE	C
10	00220892	139.05	10/08/19	8489 JUSTIN BRYANT	C
10	00220893	80.00	10/08/19	6086 KABBA KREATIONS LLC	C
10	00220894	47.03	10/08/19	21121 KALINDA MURPHY	C
10	00220895	42.67	10/08/19	10933 KATRINA HEMANN	C
10	00220896	23.97	10/08/19	392 KAYLA BECKER	C
10	00220897	2,000.00	10/08/19	23485 KCVN	C
10	00220898	119.82	10/08/19	7361 KELLY NELSON	C
10	00220899	32.18	10/08/19	7914 KERRI MENNENGA	C
10	00220900	1,595.06	10/08/19	3789 KRISS PREMIUM PRODUCTS INC	C
10	00220901	100.00	10/08/19	8304 KWVL TELEVISION INC	C
10	00220902	5,400.00	10/08/19	618 LACEY NEUENDORF DYKSTRA	C
10	00220903	54.60	10/08/19	2333 LANELL SCHUMACHER	C
10	00220904	311.15	10/08/19	22209 LANGUAGE LINE SERVICES	C
10	00220905	616.00	10/08/19	7820 LEADER VALLEY FOUNDATION	C
10	00220906	338.10	10/08/19	1369 LINDGREN GLASS LLC	C
10	00220907	14,359.01	10/08/19	7522 MARCO INC	C
10	00220908	415.89	10/08/19	1441 MARTIN BROTHERS	C
10	00220909	62.00	10/08/19	8453 MATCHSTICK MARVELS	C

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Bank	Check No	Amount	Date	Vendor	Type
10	00220910	93.99	10/08/19	7359 MATT DUNKERTON	C
10	00220911	74.00	10/08/19	3541 MATTHEW TOBIN	C
10	00220912	15.41	10/08/19	1402 MCDONALD SUPPLY	C
10	00220913	51.41	10/08/19	1464 MENARDS	C
10	00220914	450.00	10/08/19	1474 MET TRANSIT AUTHORITY	C
10	00220915	9.98	10/08/19	8476 MICHELE HANSON	C
10	00220916	22.98	10/08/19	10234 MIKE DENTON	C
10	00220917	59.00	10/08/19	1514 MILLER FENCE COMPANY INC	C
10	00220918	507.63	10/08/19	9276 MOLLY HAWKINS HOUSE	C
10	00220919	234.55	10/08/19	5473 MOTION PICTURE LICENSING CORPORATION	C
10	00220920	180.76	10/08/19	7453 NAZARY JAAFAR	C
10	00220921	9,580.91	10/08/19	578 NETWORK SERVICES CO	C
10	00220922	1,348.80	10/08/19	1668 NICHOLS HOME IMPROVEMENT CENTR	C
10	00220923	143.95	10/08/19	1651 NORTHLAND PRODUCTS COMPANY	C
10	00220924	1,016.00	10/08/19	5270 NRG MEDIA, LLC	C
10	00220925	5,544.60	10/08/19	10158 OFFICE EXPRESS	C
10	00220926	1,248.40	10/08/19	7591 OPERATION THRESHOLD	C
10	00220927	33.92	10/08/19	5370 PAM ARNDORFER	C
10	00220928	3,665.00	10/08/19	5852 PAMOJA EDUCATION LTD	C
10	00220929	4,805.40	10/08/19	6933 PAULSON ELECTRIC COMPANY	C
10	00220930	95,768.00	10/08/19	1717 PDCM INSURANCE	C
10	00220931	7,572.68	10/08/19	4936 PEOPLES TV & APPLIANCE, INC	C
10	00220932	38.98	10/08/19	5899 PETERSEN AND TIETZ	C
10	00220933	1,940.57	10/08/19	1190 PITTSBURGH PAINTS	C
10	00220934	274.00	10/08/19	6699 PREMIER FURNITURE & EQUIPMENT, LLC	C
10	00220935	1,485.00	10/08/19	5099 PRIORITY 1 MUFFLER & BRAKE	C
10	00220936	22,150.42	10/08/19	4842 PROFESSIONAL LAWN CARE LLC	C
10	00220937	59.98	10/08/19	1625 REALLY GOOD STUFF, LLC	C
10	00220938	1,672.00	10/08/19	6759 REALLY GREAT READING CO LLC	C
10	00220939	97.50	10/08/19	8482 RICKY PETEFISH	C
10	00220940	665.00	10/08/19	20028 ROLLERBLADE USA, SKATE IN SCHOOL	C
10	00220941	883.64	10/08/19	6109 RYAN OR MALLORY JENSEN	C
10	00220942	1,100.00	10/08/19	4912 SAI SCHOOL ADMINISTRATORS IOWA	C
10	00220943	4,182.25	10/08/19	1915 SANDEES	C
10	00220944	2,140.00	10/08/19	331 SCHOLASTIC	C
10	00220945	242.00	10/08/19	331 SCHOLASTIC	C
10	00220946	252.52	10/08/19	331 SCHOLASTIC BOOK CLUB	C
10	00220947	227.82	10/08/19	1327 SCHOOL SPECIALTY INC	C
10	00220948	12,374.04	10/08/19	1949 SCHUMACHER ELEVATOR COMPANY	C
10	00220949	9.25	10/08/19	3632 SCOT'S SUPPLY COMPANY	C
10	00220950	1,196.16	10/08/19	637 SERVICE ROOFING	C
10	00220951	740.50	10/08/19	2508 SIGNS BY TOMORROW INC	C
10	00220952	15.99	10/08/19	6929 SONDRASIMAR	C
10	00220953	6.24	10/08/19	7902 STEPHANIE DUNAKEY	C
10	00220954	157.40	10/08/19	2063 STETSON BUILDING PRODUCTS LLC	C
10	00220955	265.00	10/08/19	7476 STEVE GILLEN	C
10	00220956	34.47	10/08/19	3540 STEVEN PETERSEN	C
10	00220957	6,570.00	10/08/19	6725 STREETSMARTS DRIVERS EDUCATION	C
10	00220958	33,770.24	10/08/19	7444 SUCCESSLINK	C
10	00220959	329.90	10/08/19	2092 SUPERIOR WELDING SUPPLY CO	C
10	00220960	2,100.00	10/08/19	2105 SWISHER AND COHRT	C
10	00220961	298.78	10/08/19	8284 TARA SPENCE	C
10	00220962	36.99	10/08/19	8524 TEACHERS DISCOVERY	C
10	00220963	1,009.00	10/08/19	7890 TOWNSQUARE MEDIA WATERLOO, LLC	C
10	00220964	2,652.00	10/08/19	252 TRANE US, INC	C

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Bank	Check No	Amount	Date	Vendor	Type
10	00220965	14,723.34	10/08/19	7559 TRU ART	C
10	00220966	1,640.00	10/08/19	11519 UNIVERSAL PEDIATRICS	C
10	00220967	470.00	10/08/19	23175 UNIVERSITY OF IA COLLEGE OF ENGINEERING	C
10	00220968	668.17	10/08/19	2243 VAN METER INDUSTRIAL INC	C
10	00220969	3,471.07	10/08/19	2279 WALMART / gemb	C
10	00220970	180.00	10/08/19	11064 WARTBURG COLLEGE	C
10	00220971	1,825.14	10/08/19	3820 WBC MECHANICAL INC	C
10	00220972	5,801.47	10/08/19	2304 WEBER PAPER COMPANY	C
10	00220973	10,528.53	10/08/19	2327 WEST MUSIC COMPANY	C
10	00220974	944.24	10/08/19	7748 WEST WIND EDUCATION POLICY	C
10	00220975	4,830.59	10/08/19	8570 WILSON RESTAURANT SUPPLY	C
10	00220976	10,999.96	10/08/19	2614 YOUNG PLUMBING AND HEATING	C
Total Bank No 10		1,267,437.66			
12	00023606	9.43	10/08/19	6872 AMRA MEHMEDOVIC	C
12	00023607	44.36	10/08/19	6787 ANDREA GORDON	C
12	00023608	74.89	10/08/19	6789 ASMIRA TRICIC	C
12	00023609	12.80	10/08/19	7040 CAROL HOSKINS	C
12	00023610	48.14	10/08/19	1957 FERIDA KENDIC	C
12	00023611	69.46	10/08/19	2812 HATA PORCIC	C
12	00023612	121.68	10/08/19	32999 HEATHER BATHEN	C
12	00023613	107.90	10/08/19	8474 JAIME GARBES	C
12	00023614	15.23	10/08/19	10318 JENNIFER CLENDENNEN	C
12	00023615	1,403.04	10/08/19	10438 KECK FOOD DISTRIBUTION	C
12	00023616	9.43	10/08/19	50528 KIM REHLANDER	C
12	00023617	96.30	10/08/19	8479 KURT KALIBAN	C
12	00023618	25.00	10/08/19	11882 MARCIA KNIPP	C
12	00023619	183,526.77	10/08/19	1441 MARTIN BROTHERS	C
12	00023620	272.59	10/08/19	1441 MARTIN BROTHERS	C
12	00023621	71.57	10/08/19	7599 MERSIDA KEKIC	C
12	00023622	40.64	10/08/19	7599 MERSIDA KEKIC	C
12	00023623	79.45	10/08/19	8480 MICHELLE BURNS	C
12	00023624	12,165.12	10/08/19	5486 NU HEALTH CALIFORNIA LLC	C
12	00023625	42.86	10/08/19	2130 SHELLY SMALLRIDGE	C
12	00023626	4.52	10/08/19	50055 STACI TIEDT FRUSH	C
12	00023627	48.14	10/08/19	8445 SUADA HADZIC	C
12	00023628	33.93	10/08/19	50274 TAMMY LOFTUS	C
12	00023629	9.43	10/08/19	3971 TONIA KENT	C
12	00023630	59.89	10/08/19	40363 VIRGINIA LYNCH	C
12	00023631	94.19	10/08/19	10304 WENDY RECTOR	C
12	00023632	2,292.94	10/08/19	8570 WILSON RESTAURANT SUPPLY	C
12	00023633	42.79	10/08/19	25097 ZEHRA BEKONJIC	C
Total Bank No 12		200,822.49			
14	00099500	-100.00	09/18/19	5355 KENNEDY HIGH SCHOOL	CV
14	00099534	4,161.54	09/18/19	7222 ADVANTAGE SCREENPRINT & EMBROI	C
14	00099535	15.00	09/18/19	8402 ALISON CONKLING	C
14	00099536	110.00	09/18/19	10365 AMANDA FIX	C
14	00099537	30.00	09/18/19	11023 AMY WALSER	C
14	00099538	15.00	09/18/19	7969 ANN SCHAFFER	C
14	00099539	245.59	09/18/19	5606 BARB KAYSER	C
14	00099540	15.00	09/18/19	1212 BETH CONREY	C
14	00099541	15.00	09/18/19	8421 BILL STEIMEL	C
14	00099542	188.79	09/18/19	5385 CANTEEN REFRESHMENT SRVCS	C
14	00099543	200.00	09/18/19	8428 CAROL PAUL	C
14	00099544	100.00	09/18/19	5348 CEDAR FALLS HIGH SCHOOL	C

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Bank	Check No	Amount	Date	Vendor	Type
14	00099545	15.00	09/18/19	17604 CHRIS OR ANGIE DOLAN	C
14	00099546	15.00	09/18/19	8401 CHRISTY DAMS	C
14	00099547	15.00	09/18/19	8405 CINDY FINNEY	C
14	00099548	2,013.00	09/18/19	7323 CRAFT COCHRAN SCREENPRINT & EMBROIDERY	C
14	00099549	15.00	09/18/19	8400 DANIEL CORRIGAN	C
14	00099550	15.00	09/18/19	6372 DAVID ZELHOFER	C
14	00099551	15.00	09/18/19	8416 DAWN NELSON	C
14	00099552	38.52	09/18/19	7996 DEBBIE HALVERSON	C
14	00099553	653.71	09/18/19	697 DEMCO	C
14	00099554	15.00	09/18/19	8403 DENISE COOPER	C
14	00099555	150.00	09/18/19	7528 DES MOINES CENTRAL CAMPUS JROTC	C
14	00099556	322.00	09/18/19	35181 DOMINOS PIZZA	C
14	00099557	15.00	09/18/19	4101 ELIZABETH SMITH	C
14	00099558	500.99	09/18/19	23639 FUSION DANCE & PERFORMING ARTS	C
14	00099559	437.50	09/18/19	953 GIBSON SPECIALTY CO	C
14	00099560	498.65	09/18/19	4548 HOUCHEM BINDERY LTD	C
14	00099561	24.00	09/18/19	1202 IOWA SPORTS SUPPLY	C
14	00099562	825.00	09/18/19	6213 IOWA STATE UNIVERSITY	C
14	00099563	275.00	09/18/19	4208 JACOB SCHAEFER	C
14	00099564	15.00	09/18/19	11239 JANELL WRIGHT	C
14	00099565	15.00	09/18/19	6297 JODI BAULER	C
14	00099566	390.00	09/18/19	1274 KARENS PRINT RITE	C
14	00099567	65.00	09/18/19	7859 KELLY T MARTIN	C
14	00099568	15.00	09/18/19	1619 KELLY VAN DYKE	C
14	00099569	55.00	09/18/19	8373 KELSEY OSTENDORF	C
14	00099570	15.00	09/18/19	8410 LEANNE KLINKENBERG	C
14	00099571	15.00	09/18/19	1952 MANDY FELDPOUCH	C
14	00099572	76.21	09/18/19	1441 MARTIN BROTHERS	C
14	00099573	65.00	09/18/19	6582 MARVIN SPENCER	C
14	00099574	125.00	09/18/19	7452 MARY ANN HERMAN	C
14	00099575	15.00	09/18/19	28940 MIKE OR PAM O'CONNOR	C
14	00099576	15.00	09/18/19	9203 MISSIE STURCH	C
14	00099577	15.00	09/18/19	32387 PAMELA TURNER	C
14	00099578	100.00	09/18/19	3421 RANDALL LEE	C
14	00099579	30.00	09/18/19	8392 RENEE CHRISTOFFER	C
14	00099580	65.00	09/18/19	4448 ROBERT HEWITT	C
14	00099581	30.00	09/18/19	22632 SHAWNA BUCKLEY	C
14	00099582	53.50	09/18/19	9914 SPLASH MULTISPORT & CUSTOM, LLC	C
14	00099583	65.00	09/18/19	5405 STACEY VAN ARSDALE	C
14	00099584	15.00	09/18/19	8417 STEPHANIE BRUSTKERN	C
14	00099585	1,205.00	09/18/19	4882 STRATEGIC IMAGING	C
14	00099586	245.28	09/18/19	10897 TAMRA WILLIS	C
14	00099587	225.00	09/18/19	8449 TBT SPORTS	C
14	00099588	65.00	09/18/19	2013 TERRANCE CAMPBELL	C
14	00099589	47.92	09/18/19	8444 TIM HOPPER	C
14	00099590	65.00	09/18/19	9613 TOBY SMEDLEY	C
14	00099591	172.79	09/18/19	7473 TODD HUNT	C
14	00099592	100.00	09/18/19	5180 TROY CLARK	C
14	00099593	200.00	09/18/19	3892 WARTBURG COLLEGE TRACK & FIELD	C
14	00099594	36.15	09/18/19	2327 WEST MUSIC COMPANY	C
14	00099595	1,895.00	09/18/19	11837 WORLD'S FINEST CHOCOLATE INC	C
14	00099596	250.00	09/18/19	8431 YONI BECKER	C
14	00099597	1,976.00	09/25/19	7222 ADVANTAGE SCREENPRINT & EMBROI	C
14	00099598	135.00	09/25/19	3233 ALL-IOWA HONOR DANCE TEAM	C
14	00099599	60.00	09/25/19	10365 AMANDA FIX	C

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14	00099600	34.74	09/25/19	8468 AMANDA TOMLINSON	C
14	00099601	221.00	09/25/19	4805 AMY GUSTAFSON	C
14	00099602	68.00	09/25/19	3040 BEV SMITH	C
14	00099603	52.00	09/25/19	3899 BRENDA O'MALLEY	C
14	00099604	95.00	09/25/19	10350 BRUCE FEUERBACH	C
14	00099605	6,195.00	09/25/19	5787 BSN SPORTS LLC	C
14	00099606	800.00	09/25/19	8469 CHARLES WILSON DBA FLIP'S	C
14	00099607	95.00	09/25/19	5842 CHRIS TERUKINA	C
14	00099608	86.00	09/25/19	7323 CRAFT COCHRAN SCREENPRINT & EMBROIDERY	C
14	00099609	255.00	09/25/19	8440 DANCE TEAM UNION LLC	C
14	00099610	132.84	09/25/19	5554 DANIEL P BONTRAGER	C
14	00099611	130.00	09/25/19	8697 DAVID BOEHMER	C
14	00099612	30.04	09/25/19	8290 DAYNA HOLM	C
14	00099613	564.00	09/25/19	218 DECKER SPORTING GOODS	C
14	00099614	302.40	09/25/19	2073 DENNIS BORCHERDING	C
14	00099615	236.00	09/25/19	35181 DOMINOS PIZZA	C
14	00099616	2,546.00	09/25/19	8974 EASTBAY INC	C
14	00099617	60.00	09/25/19	3273 ERIN ELLISON	C
14	00099618	52.47	09/25/19	310 FAREWAY - EVANSDALE	C
14	00099619	200.00	09/25/19	8457 GINA WEEKLEY	C
14	00099620	1,518.53	09/25/19	8171 GRAPHIC EDGE	C
14	00099621	95.00	09/25/19	9643 GREGORY P MILLER	C
14	00099622	200.00	09/25/19	11911 IOWA CENTRAL COMMUNITY COLLEGE	C
14	00099623	50.00	09/25/19	9172 IOWA GIRLS COACHES ASSOC	C
14	00099624	408.00	09/25/19	5289 IOWA HIGH SCHOOL MUSIC ASSOC	C
14	00099625	1,918.72	09/25/19	1202 IOWA SPORTS SUPPLY	C
14	00099626	758.00	09/25/19	6197 ISDTA	C
14	00099627	54.08	09/25/19	8461 JAMIE OBERHEU	C
14	00099628	224.62	09/25/19	5776 JEFF CONREY	C
14	00099629	95.00	09/25/19	6421 JEFF FRESE	C
14	00099630	31.58	09/25/19	5793 JENNIFER THURM	C
14	00099631	80.00	09/25/19	6755 JOHN PYCHE SR	C
14	00099632	147.20	09/25/19	8136 JOHN UHAL	C
14	00099633	405.20	09/25/19	8438 JUST RITE SPIRIT SUPPLIES	C
14	00099634	65.00	09/25/19	7859 KELLY T MARTIN	C
14	00099635	210.00	09/25/19	3106 KYLE CLARK	C
14	00099636	50.00	09/25/19	21148 LAWRENCE DANIEL	C
14	00099637	173.08	09/25/19	1179 LOCKSPERTS INC	C
14	00099638	12.88	09/25/19	8462 MARCIA STEIMEL	C
14	00099639	24.00	09/25/19	1079 MARIA MANNION	C
14	00099640	1,131.76	09/25/19	1441 MARTIN BROTHERS	C
14	00099641	65.00	09/25/19	6582 MARVIN SPENCER	C
14	00099642	80.00	09/25/19	9416 MIKE ADMUNDSON	C
14	00099643	80.00	09/25/19	3901 MIKE MCCARVEL	C
14	00099644	95.00	09/25/19	8467 MIKE VALENTINE	C
14	00099645	65.00	09/25/19	4364 MIQUEN MICOU	C
14	00099646	115.00	09/25/19	987 NATHAN SAHR	C
14	00099647	95.00	09/25/19	14 NOAH THOMAS BEVINS	C
14	00099648	750.00	09/25/19	4820 PATRICK CUNNINGHAM	C
14	00099649	95.00	09/25/19	3950 PATRICK J KNOBBE	C
14	00099650	95.00	09/25/19	8450 PAUL O HEIN	C
14	00099651	216.24	09/25/19	4522 PEPSI - COLA	C
14	00099652	65.00	09/25/19	3421 RANDALL LEE	C
14	00099653	76.85	09/25/19	3281 RIDDELL ALL AMERICAN/ALL AMERICAN SPORTS	C
14	00099654	935.00	09/25/19	7330 RITE ENVIRONMENTAL	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
14	00099655	125.00	09/25/19	8456 ROBIN D GUY	C
14	00099656	1,391.19	09/25/19	331 SCHOLASTIC	C
14	00099657	50.00	09/25/19	5405 STACEY VAN ARSDALE	C
14	00099658	95.00	09/25/19	8452 STEVE LEABO	C
14	00099659	1,100.00	09/25/19	12354 STEVE SHANLEY	C
14	00099660	150.33	09/25/19	10897 TAMRA WILLIS	C
14	00099661	221.00	09/25/19	2072 TIMOTHY D NELSON	C
14	00099662	30.00	09/25/19	11064 WARTBURG COLLEGE	C
14	00099663	5,226.29	09/25/19	1929 XPRESSION INC	C
14	00099664	5,425.00	10/02/19	7222 ADVANTAGE SCREENPRINT & EMBROI	C
14	00099665	50.00	10/02/19	10365 AMANDA FIX	C
14	00099666	1,381.95	10/02/19	11884 AMERICAN BAND ACCESSORIES LLC	C
14	00099667	101.28	10/02/19	10954 ANDERSON'S ALPHABET	C
14	00099668	2,995.00	10/02/19	7422 BARBARIAN APPAREL	C
14	00099669	1,000.00	10/02/19	453 CADILLAC LANES INC	C
14	00099670	360.00	10/02/19	5385 CANTEEN REFRESHMENT SRVCS	C
14	00099671	80.00	10/02/19	8472 CASCADE JR SR HIGH SCHOOL	C
14	00099672	310.00	10/02/19	5348 CEDAR FALLS HIGH SCHOOL	C
14	00099673	125.00	10/02/19	5368 CEDAR RAPIDS PRAIRIE HIGH SCHOOL	C
14	00099674	60.00	10/02/19	5343 CEDAR RAPIDS WASHINGTON HIGH SCHOOL	C
14	00099675	75.00	10/02/19	4418 COLUMBUS HIGH SCHOOL	C
14	00099676	600.00	10/02/19	8464 COREY JONES	C
14	00099677	524.00	10/02/19	7323 CRAFT COCHRAN SCREENPRINT & EMBROIDERY	C
14	00099678	120.00	10/02/19	8697 DAVID BOEHMER	C
14	00099679	105.00	10/02/19	6721 DERLEIN SCALE INC	C
14	00099680	385.00	10/02/19	35181 DOMINOS PIZZA	C
14	00099681	190.00	10/02/19	8484 DOUG YANECEK	C
14	00099682	592.00	10/02/19	7994 GATES PARK GOLF COURSE	C
14	00099683	75.00	10/02/19	3478 HUNTERS RIDGE GOLF COURSE	C
14	00099684	120.00	10/02/19	496 IA CHEERLEADING COACHES ASSOC	C
14	00099685	180.00	10/02/19	5325 IOWA CITY WEST	C
14	00099686	85.00	10/02/19	4208 JACOB SCHAEFER	C
14	00099687	75.00	10/02/19	6755 JOHN PYCHE SR	C
14	00099688	991.80	10/02/19	7335 JOLYN CLOTHING	C
14	00099689	75.00	10/02/19	1274 KARENS PRINT RITE	C
14	00099690	90.00	10/02/19	8373 KELSEY OSTENDORF	C
14	00099691	85.00	10/02/19	3106 KYLE CLARK	C
14	00099692	75.00	10/02/19	21148 LAWRENCE DANIEL	C
14	00099693	90.00	10/02/19	8473 LISBON HIGH SCHOOL	C
14	00099694	190.00	10/02/19	5187 MARK BORCHARDT	C
14	00099695	15.00	10/02/19	3330 MARSHALLTOWN HIGH SCHOOL	C
14	00099696	2,178.20	10/02/19	1441 MARTIN BROTHERS	C
14	00099697	180.00	10/02/19	6582 MARVIN SPENCER	C
14	00099698	150.00	10/02/19	5457 MASON CITY HIGH SCHOOL	C
14	00099699	75.00	10/02/19	9416 MIKE ADMUNDSON	C
14	00099700	75.00	10/02/19	3901 MIKE MCCARVEL	C
14	00099701	80.00	10/02/19	3693 NEW HAMPTON COMM SCHOOL DIST	C
14	00099702	63.94	10/02/19	14 NOAH THOMAS BEVINS	C
14	00099703	50.00	10/02/19	2245 OELWEIN HIGH SCHOOL	C
14	00099704	300.00	10/02/19	5666 PALMER FAMILY FUN	C
14	00099705	473.80	10/02/19	900 PLAYSRIPTS INC	C
14	00099706	180.00	10/02/19	4448 ROBERT HEWITT	C
14	00099707	190.00	10/02/19	5186 RON PEIFFER	C
14	00099708	190.00	10/02/19	8483 RYAN LEONARD	C
14	00099709	216.40	10/02/19	9802 SCOTT FRITZ	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
14	00099710	1,407.19	10/02/19	777 SHIRT SHACK	C
14	00099711	1,450.00	10/02/19	6719 SPORTS GRAPHICS	C
14	00099712	75.00	10/02/19	5405 STACEY VAN ARSDALE	C
14	00099713	1,100.00	10/02/19	12354 STEVE SHANLEY	C
14	00099714	375.00	10/02/19	4882 STRATEGIC IMAGING	C
14	00099715	50.00	10/02/19	5180 TROY CLARK	C
14	00099716	450.00	10/02/19	1061 WATERLOO WARRIORS HS HOCKEY	C
14	00099717	665.55	10/02/19	2327 WEST MUSIC COMPANY	C

Total Bank No 14 76,413.29

16	00003904	619.00	10/08/19	6728 CHOSEN VALLEY TESTING INC	C
16	00003905	180,462.45	10/08/19	5351 LARSON CONSTRUCTION COMPANY INC	C
16	00003906	2,550.25	10/08/19	9186 MODUS ENGINEERING LTD	C

Total Bank No 16 183,631.70

Total Manual Checks	.00
Total Computer Checks	1,728,405.14
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	-100.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 1,728,305.14

Number of Checks 448

Batch Yr	Batch No	Amount
20	000140	1,539.07
20	000176	53.32
20	000212	142.72
20	000243	84.18
20	000252	468.00
20	000266	2,133.68
20	000295	45.95
20	000301	2,198.00
20	000321	1,913.00
20	000355	492.00
20	000359	-384.27
20	000387	1,573.20
20	000392	28,345.00
20	000399	19,297.47
20	000400	1,477.72
20	000405	83,767.71
20	000432	12,347.25
20	000434	173,196.25
20	000435	116,840.51
20	000441	7,352.77
20	000442	97,915.99
20	000444	52,220.87
20	000465	33,430.70
20	000467	6,204.23
20	000469	4,367.25
20	000483	24,364.13
20	000484	11,163.55
20	000489	8,894.49

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>																																										
					<table border="0"> <thead> <tr> <th><u>Batch Yr</u></th> <th><u>Batch No</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr><td>20</td><td>000491</td><td>8,743.21</td></tr> <tr><td>20</td><td>000508</td><td>13,660.50</td></tr> <tr><td>20</td><td>000509</td><td>36,509.49</td></tr> <tr><td>20</td><td>000516</td><td>97,982.15</td></tr> <tr><td>20</td><td>000519</td><td>140,808.32</td></tr> <tr><td>20</td><td>000522</td><td>1,625.78</td></tr> <tr><td>20</td><td>000523</td><td>50.00</td></tr> <tr><td>20</td><td>000528</td><td>3,471.07</td></tr> <tr><td>20</td><td>000545</td><td>44,808.62</td></tr> <tr><td>20</td><td>000549</td><td>135,954.11</td></tr> <tr><td>20</td><td>000551</td><td>86,959.38</td></tr> <tr><td>20</td><td>000559</td><td>446,151.34</td></tr> <tr><td>20</td><td>000566</td><td>20,136.43</td></tr> </tbody> </table>	<u>Batch Yr</u>	<u>Batch No</u>	<u>Amount</u>	20	000491	8,743.21	20	000508	13,660.50	20	000509	36,509.49	20	000516	97,982.15	20	000519	140,808.32	20	000522	1,625.78	20	000523	50.00	20	000528	3,471.07	20	000545	44,808.62	20	000549	135,954.11	20	000551	86,959.38	20	000559	446,151.34	20	000566	20,136.43
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BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Substitute Para-Educator/Clerical Staff Compensation Increase

CONTACT: Kingsley A. Botchway II, Chief Officer for Human Resources/Equity
Michael Coughlin, Chief Financial Officer

ATTACHMENTS: None

BACKGROUND:

The Board of Education approves compensation for all employee groups each year.

Substitute Para educators/clerical staff serve a vital role in the operation of the classroom, school building and continuous learning for the students in the District.

The District is committed to providing competitive salaries within comparable salary ranges. It is recommended that substitute para educator/clerical staff pay increase to \$11.00/hour. The pay increase will become effective on October 16, 2019.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the proposed pay increase for substitute para educators/clerical staff.”

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Destruction of Audio Tapes and Minutes of Board Closed Sessions

CONTACT: Pam Arndorfer, Board Secretary

ATTACHMENTS: Board Policies 212.0 (*Minutes*)

BACKGROUND:

Iowa's Open Meetings Law requires recordings and minutes of all closed sessions of the Board of Education be maintained for at least one year from the date of the meetings. Board Policy 212.0 requires the Board Secretary to present to the Board, on a regular basis, a listing of recordings and minutes currently being maintained that exceed the 12-month time requirement and that are recommended for destruction.

The recordings and minutes of closed sessions recommended for destruction are:

11/6/17	Student Expulsion Hearing
12/6/17	Student Expulsion Hearing
4/9/18	Student Expulsion Hearing
5/2/18	Student Expulsion Hearing
6/11/18	Teacher Termination Conference
8/28/18	Student Re-Entry Hearing

Recordings or minutes of closed sessions that might be relevant to pending litigation or appeals are not included in the listing for destruction.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“the Board of Education authorize the destruction of the recordings and minutes as listed above.”

MINUTES

The board shall keep and maintain permanent records of the board including, but not limited to, records of the minutes of board meetings and other required records of the board.

The Board of Education of the Waterloo Community School District designates the Board Secretary as the individual responsible for maintaining recordings and detailed minutes of closed sessions, as well as minutes of all other meetings of the board.

The minutes of each board meeting shall include as a minimum the following items:

- a record of the meeting date, time, and place;
- a record of members present and absent;
- a record of any action taken and the vote of each member; and
- the schedule of bills allowed shall be attached.

This information shall be available within two weeks of the board meeting and forwarded to the newspaper designated as the official newspaper for publication. The information does not need to be published within two weeks. The schedule of bills allowed may be published on a once monthly basis in lieu of publication with the minutes. The permanent records of the board minutes may include more detail than is required for the publication of the minutes.

Minutes waiting approval at the next board meeting will be available for inspection at the Education Service Center after the board secretary transcribes the notes into typewritten material which has been proofread for errors and retyped.

Detailed minutes and recordings of closed sessions will be kept for a period of at least one year from the date of that meeting.

Minutes regarding real estate transactions shall be available for public examination when the transaction discussed is completed. The minutes shall be retained for a period of one year following the conclusion of the transaction.

The board secretary shall present to the board, on a regular basis, a listing of those recordings or minutes designated for destruction. All minutes or recordings approved by the board will be destroyed. Those not approved will be preserved and brought back to the board for review at a future date.

Legal Ref.: Iowa Code §§ 21, 22; 279.8, .35, .36; 291.6, .7; 618.3 (2013).
281 I.A.C. 12.3(1).

Cross Ref.: 206.1 Appointed Board Officials
210.0 Meetings of the Board of Education
214.0 Reporting Board Meeting Business

ADOPTED: 9/83
4/87
2/12/90
4/26/93
2/14/00
11/12/07
4/9/12
1/9/17

Reviewed: 2/93, 1/5/00, 10/2/03, 10/4/07, 3/7/12, 12/1/16

POLICY

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Waterloo Career Center Change Order 015

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

ATTACHMENTS: Change Order 015

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 015 is associated with site work as an ADD of \$7,314.00.

Contingency Summary

Original Contract Sum	\$ 13,220,000.00
Previous Change Orders	145,986.92
Current Change Order #015	<u>7,314.00</u>
New Contract Balance	\$ 13,373,300.92

THE SUPERINTENDENT’S RECOMMENDATION IS:

“that the Board of Education approve Waterloo Career Center Changer Order 015 as presented as an ADD of \$7,314.00.”

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Set Date of Public Hearing for the Sale or Disposal of Surplus Property

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

ATTACHMENTS: None

BACKGROUND:

In accordance with Section 297.22 of the Code of Iowa, a Public Hearing is required if the Board of Education of a school corporation proposes consideration of sale or disposal of surplus equipment with a value in excess of \$5,000. A Public Hearing provides so that any and all interested persons may appear and file objections to said proposed sale or disposal of surplus equipment.

School property, such as equipment, furnishings, and/or supplies, will be disposed of when it is determined to be of no further use to the school district. It shall be the objective of the school district in disposing of the equipment to achieve the best available price or most economical disposal. The property being considered for sale by auction is surplus school equipment and furniture.

The Notice of Public Hearing regarding consideration of the sale of surplus equipment will be published in *The Courier*.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the date of October 28, 2019 at 5:00pm to hold the Public Hearing for the Sale or Disposal of Surplus Property as outlined.”

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Board Policy Changes – Second Reading

CONTACT: Tara Thomas, Director of School and Community Relations

ATTACHMENTS: Proposed Policies

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 206.0, 401.2, 408.81, 505.6, 507.2, 601.2 and 603.1 were presented for First Reading on September 23, 2019.

Number	Title
206.0	Board Officers
401.2	Employee Outside Employment
408.81	Licensed Employee Contract Release
505.6	Academic Progress – Promotion/Retention
507.2	Administering Medication to Students
601.2	School Calendar
603.1	Career & Technical Education

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board approve the following policies: Board Officers, Employee Outside Employment, Licensed Employee Contract Release, Academic Progress – Promotion/Retention, Administering Medication to Students, School Calendar and Career and Technical Education.”

BOARD OFFICERS**PRESIDENT**

The Board of Education shall elect one of its members to act as President during its organizational meeting in odd-numbered years, or at the annual meeting in even-numbered years. A director must receive a majority of the votes cast for election to the office of President. A duly elected President shall qualify by taking the oath of office as required by law. The President's term of office is one year or until the next organizational meeting of the Board.

The President of the Board of Education shall preside at all of its meetings; sign all employment contracts; sign all other contracts and school district warrants approved by the Board; and appear on behalf of the school corporation in causes of action involving the school district.

The President, in addition to presiding at the Board meetings, shall take an active role in Board decisions by discussing and voting on each motion before the Board in the same manner as other Board members. However, before making or seconding a motion, the Board President shall turn over control of the meeting to either the Vice President or other Board member.

The Board President has the authority to call special meetings of the Board. Prior to Board meetings, the Board President shall consult with the Superintendent on the development of the agenda for the meeting.

VICE PRESIDENT

The Board of Education shall elect one of its members to act as Vice President during its organizational meeting in odd-numbered years, or at the annual meeting in even-numbered years. The Vice President's term of office is one year or until the next organizational meeting of the Board.

~~If~~ By this election, if the Board President is unable or unwilling to carry out the duties required, it shall be the responsibility of the Vice President of the Board to carry out the duties of the President. If the President is unable or unwilling to complete the term of office, the Vice President shall serve as president for the balance of the President's term of office, and a new Vice President shall be elected.

The Vice President shall accept control of the meeting from the President when the President wishes to make or second a motion. The Vice President shall take an active role in Board decisions by discussing and voting on matters before the Board in the same manner as other Board members.

TEMPORARY OFFICER

The Board shall appoint a temporary President in the absence of the regular officers.

VACANCIES IN OFFICER POSITIONS

If the office of President or Vice President of the Board should become vacant between organizational meetings, such office will be filled by the remaining members of the Board in accordance with the procedures set forth in Regulation 200.2-R for the election of the President or Vice President.

Legal Ref.: Iowa Code §§ 279.1-.2; 291.1 (2013).

Cross Ref.: 200.2 Board Organizational Meeting
200.2-R Board Organizational Meeting Procedure
202.2 Board Member Oath of Office
206.1 Appointed Board Officers

ADOPTED: 9/83
2/12/90
4/26/93
11/8/99
12/9/02
1/10/05
10/26/09
11/8/10
9/26/16

Reviewed: 1/93, 10/6/99, 11/14/02, 12/2/04, 10/1/09, 10/7/10, 9/1/16

EMPLOYEE OUTSIDE EMPLOYMENT

The board believes the primary responsibility of employees is to the duties of their position within the school district as outlined in their job description. The board considers an employee's duties as part of a regular, full-time position as full-time employment. Employees should give the responsibilities of their positions in the school district precedence over any other employment.

It is the responsibility of the superintendent to counsel employees, whether full-time or part-time, if, in the judgment of the superintendent and the employee's immediate supervisor, the employee's outside employment is a detriment to the performance of the employee's duties required in the employee's position within the school district.

The board may request the employee to cease the outside employment as a condition of continued employment with the school district.

Cross Ref.: Job Descriptions
401.1 Guiding Principals
402.5 Tutoring

Legal Ref.: Iowa Code §§ 20.7; 279.8 (2013).

ADOPTED:

Reviewed:

LICENSED EMPLOYEE CONTRACT RELEASE

Licensed employees who wish to be released from an executed contract must give at least twenty-one days' notice to the Superintendent. Licensed employees may be released at the discretion of the Board.

Release from a contract ~~shall~~may be contingent upon finding a suitable replacement. Licensed employees requesting release from a contract after it has been signed and before it expires may be ~~penalized~~charged by the District a minimum of \$500 or up to a maximum of \$5,000. Upon written mutual agreement between the employee and the Superintendent, the costs may be deducted from the employee's salary. Payment of these costs shall be a condition for release from the contract at the discretion of the Board. Failure of the licensed employee to pay these expenses may result in a cause of action being filed in small claims court.

The Superintendent is required to file a complaint with the Board of Educational Examiners against a licensed employee who leaves without proper release from the Board consistent with applicable statutes and regulations.

Legal Ref.: Iowa Code §§ 216; 272; 279.13, .19A, .46 (2013).
1978 Op. Att'y Gen. 247.
1974 Op. Att'y Gen. 11, 322.

Cross Ref.: 405.2 Original Contracts (Licensed Employees)
408.8 Resignation
408.9 Employee Retirement

ADOPTED: 2/28/00
10/13/08
3/11/19

Reviewed: 2/2/00, 11/13/03, 9/4/08, 5/2/13, 2/7/19

ACADEMIC PROGRESS - PROMOTION/RETENTION

I. ELEMENTARY-MIDDLE SCHOOL

The educational program of the Waterloo Community School District shall provide for the academic progress of students based upon academic standards, benchmarks, and objectives. Supporting evidence for the attainment of standards, benchmarks, and objectives is reflected in report card progress marks, ~~Iowa Assessment~~ and other approved formative (formal and informal) assessments.

All Waterloo students are expected to meet high academic standards throughout their school careers. Recognizing that students have varied developmental and educational needs, time to achieve the educational standards should be flexible. Flexible time options may involve extended day, extended week, extended year, alternate scheduling practices, multi-age programs, and re-teaching/assessment opportunities through tutoring services.

The Problem Solving Process (Solutions) in each building will be utilized to monitor students at risk for school failure and to recommend support mechanisms and to design interventions for student success.

If a parent requests retention or promotion, the principal shall evaluate the parental request and provide the parent with a written decision. Any appeal must be directed to the Associate Superintendent for Educational Services.

II. HIGH SCHOOL

Students shall be classified by grade level and graduated with a Waterloo Community School District High School Diploma according to the credits required for graduation and any other stipulations as prescribed and authorized by the Board of Education and as specified in the applicable high school Program of Studies.

Legal Ref.: Iowa Code §§ 256.11, .11A; 279.8, 280.3 (2013).
281 I.A.C. 12.3(7); 12.5(16).

Cross Ref.: 501.3 Compulsory Attendance Ages
509.0 Attendance and Tardy Policy

ADOPTED: 1/27/97
9/14/98
5/13/02
4/14/03
4/13/09
12/8/14

Reviewed: 11/96, 4/11/02, 3/6/03, 6/3/04, 3/5/09, 11/6/14

ADMINISTERING MEDICATION TO STUDENTS

Some students may need prescription and nonprescription medication to participate in their educational program. It is the responsibility of the parent or legal guardian to ensure that the school receives properly authorized medication as described below.

Medication shall be administered when the student's parent or legal guardian (hereafter "parent") provides a signed and dated written statement requesting administration and the medication is in the original, labeled container, with as dispensed or in the manufacturer's container. Medication shall be administered and accessed only by the school nurse, or in the nurse's absence, by a person who has successfully completed the Iowa School Medication Management course. A medication administration course and periodic updates shall be conducted by the registered nurse, and a record of course completion shall be kept on file with the district.

When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by a licensed health professional. Students may self-administer the following emergency medications; insulin, EPI pen injection, or airway constrictive medication with a written statement by the student's parent or legal guardian and prescribing physician. The statement will be on file requesting co-administration of medication. The statement will be on file in the nurse's office and renewed annually.

Iowa law allows students with asthma and other airway constricting diseases to carry and self-administer their medication upon written approval from their parents and prescribing physician. Students do not have to prove competency to the school district. The consent form, see 507.2R, is all that is required.

Pursuant to state law, the school district and its employees are to incur no liability, except for gross negligence, as a result of an injury arising from self-administration of medication by the student. The parent or legal guardian of the student shall sign a statement acknowledging that the school district is to incur no liability, except for gross negligence, as a result of self-administration of a medication by the student as established by Iowa Code 280.16. If the school district and/or licensed health professional determine a student is abusing their self-administration they may withdraw the self-administration if medically advisable. The student may face disciplinary action.

Persons administering medication shall include the licensed registered nurse, physician, persons who have successfully completed a medication administration course, or to be an authorized practitioner, including parents. A medication administration course and periodic update shall be conducted by the registered nurse and a record of course completion kept on file in the health office.

A Written medication administration record shall be on file including

- Date
- Student's name;
- Prescriber or person authorizing administration;
- Medication;

- Medication dosage;
- Administration time;
- Administration method;
- Signature and title of person administering medications; and
- Any unusual circumstances, actions, or omissions.

Medication shall be stored in a secured area unless alternate provision is documented. Medication information shall be confidential information except as provided to the Family Education Rights and Privacy Act (FERPA). Emergency protocols for medication-related reactions shall be posted in the area where medications are administered. The parent or legal guardian is responsible for providing safe delivery of medication and equipment to and from school and to pick up remaining medication and equipment at the end of the school year or whenever it is no longer needed at school. No medication will be sent home with the student.

~~In the best interest of the child and through communication to the school, a parent/guardian may provide permission for a school employee to pick up the medication from a pharmacy if they are unable to do so.~~

The licensed registered nurse shall have the authorization and responsibility to question and not dispense the medication, in the event that he/she feels the dosage or medication may be detrimental to the student. The licensed registered nurse will communicate with the prescribing physician to discuss dosage and adverse effects. Herbal medications and products containing aspirin will not be dispensed at school.

The superintendent shall be responsible, in conjunction with the provider of school nursing service, for developing rules and regulations governing the administration of medication, prescription and nonprescription, to students. Annually, each student shall be provided with the requirements for administration of medication at school.

Legal Ref.: Iowa Code ch.124, 152, 155A.
281 I.A.C. 41.12(6)(f), (11).
657 I.A.C. 1.1(3), 10.61(1).

Cross Ref.: 507.5 Special Health Services

ADOPTED: 6/25/90
3/14/94
5/22/00
3/27/06
8/10/09
7/10/17

Reviewed: 2/94, 4/14/00, 4/8/04, 2/9/06, 6/4/09, 6/9/14, 6/1/17

SCHOOL CALENDAR

The school calendar shall accommodate the education program of the school district. The school calendar is for a minimum of 1,080 hours and includes,~~shall include,~~ but not be limited to, the days for student instruction, staff development, in-service days and teacher conferences.

~~The academic school year for students shall be for a minimum of one hundred and eighty days in the school calendar. The academic school year for students may not begin prior to September but may begin in the week in which September 1 falls unless a waiver is obtained from the Iowa Department of Education. Should September 1 fall on a Sunday, school may begin any day during the calendar week which immediately precedes September 1. The academic school year for students shall begin no sooner than August 23.~~ Employees may be required to report to work at the school district prior to this date.

Special education students may also attend school on an extended school calendar consistent with their Individualized Education Program.

The Board, in its discretion, may excuse graduating seniors from up to ~~five days~~ 30 hours of instruction after the school district requirements for graduation have been met. The Board will also excuse graduating seniors from making up ~~days~~ instructional time missed due to inclement weather if the student has met the school district's graduation requirements.

It shall be the responsibility of the Superintendent to develop the school calendar for recommendation, approval, and adoption by the Board annually.

The Board may amend the official school calendar when the Board considers the change to be in the best interests of the school district's education program. The board shall hold a public hearing on any proposed school calendar prior to adopting the school calendar.

Legal Ref.: Iowa Code §§ 20.9; 279.10; 280.3 (2013).
281 I.A.C. 12.2(1).

Cross Ref.: 501.3 Compulsory Attendance Ages
601.1 School Day
602.6 Special Education

ADOPTED: 7/24/80
2/11/91
3/27/95
4/26/99

Reviewed: 10/94, 3/26/99, 2/6/03, 4/8/04, 3/5/09, 2/6/14

CAREER AND TECHNICAL EDUCATION

Career and technical education is a comprehensive educational program that begins in early childhood and continues throughout the life span of an individual. All educators, parents, students, and community members are involved in enhancing this broad approach to the economic, social, and psychological development of each student.

The Waterloo Community School District is committed to the development and implementation of a comprehensive Pre-K-12 career education program that includes opportunities for students to expand career and technical interests. This program shall include sequential activities which:

- promote an awareness of ~~various~~ the 16 nationally recognized career clusters and their importance in the community and society,
- develop skills needed to effectively explore and evaluate opportunities in a variety of career and technical areas, including all six service areas identified by the State of Iowa,
- encourage problem-solving and decision-making through the application of fundamental skills as they relate to present and adult life roles,
- pursue specific career and technical interests through participation in work-related experiences, including job shadowing, internships and Registered Apprenticeship opportunities,
- increase knowledge of and appreciation for one's own values, interests, and aptitudes,
- create a positive attitude toward work and pride in accomplishment,
- develop oral and written communication skills,
- develop skills needed to get along with people (interpersonal relationships),
- develop transferable competencies and skills adaptable to a wide choice of occupations, and
- foster lifelong learning and exploration,
- develop an understanding of the relationship between educational achievement and career learning.

Legal Ref.: Iowa Code §§ 256.11, 11A; 280.9 (2013).
281 I.A.C. 12.5(7).

Cross Ref.: 602.2 Basic Instructional Program

ADOPTED: 6/24/85
6/22/87
2/11/91
1/23/95
2/9/04
12/8/14

Reviewed: 11/94, 4/14/00, 1/8/04, 3/5/09, 11/6/14

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Limited English Proficient Allowable Costs in Excess of Revenues

CONTACT: Michael Coughlin, Chief Financial Officer
 Amy White, ELL/LEP Facilitator

ATTACHMENTS: LEP Allowable Cost Application

BACKGROUND:

Iowa Code, Section 282.18(10) allows a district of residence to apply for Modified Allowable Growth to the School Budget Review Committee (SBRC).

The Waterloo Community School District provides critically needed Limited English Proficient [LEP] services to a number of students who depend upon these services as an essential element of instructional success.

Until the 2013-14 fiscal year, the SBRC has approved class action requests for full spending authority of these essential services beyond that provided under the funding formula. New rules implemented by the SBRC put new limits on spending authority and now require Districts to request Modified Allowable Growth for additional funding.

The formal request, pending Board approval, will be submitted to the SBRC to request an estimated \$1,646,657.72 in Modified Allowable Growth to provide 100% spending authority for actual LEP program costs.

To apply, school districts must submit an application form to the SBRC Committee through the Iowa DOE Portal. The SBRC will act on any requests received during their December 2019 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 2020-2021 cash reserve levies.

THE SUPERINTENDENT'S RECOMMENDATION IS:

"the Board of Education approve submission of the request to the SBRC for \$1,646,657.72 in Modified Allowable Growth to provide 100% spending authority for 2018-2019 actual LEP program costs and that this increased allowable growth will be funded by 2020-2021 cash reserve levies."

BOARD OF EDUCATION MEETING
October 14, 2019

ISSUE: Special Education 2019 Modified Allowable Growth Request

CONTACT: Michael Coughlin, Chief Financial Officer
Ivan Gentry, Director of Special Education

ATTACHMENTS: Special Education Budget Summary

BACKGROUND:

Beginning in 2017, the district Special Education department has had a renewed focused on increasing student achievement. Significant expenditures have been addressed for:

- systematic purchases of supplemental curriculum materials aligned with core instruction
- increase in staffing (teachers and paraprofessionals) to support access to general curriculum in the least restrictive environment
- development of an instructional coaching framework to impact the fidelity of specially designed instruction
- significant increase in professional development for general and special education staff
- introduction of a paid collaboration model for general and special education staff

These efforts have resulted in increased expenditures, while the revenues generated from special education weighted enrollment has increased at modest gain. One area of revenue growth has occurred in reimbursements for qualified Medicaid services and it is expected to continue. With the increased expenditures for 2018-19, the ending deficit balance of the Special Education budget was (\$685,364).

By state code, a district may request allowable growth and supplemental aid for a negative special education balance for the current school year. The supplemental aid payment will be calculated by the Department of Management after all the state special education balances have been finalized. In Iowa, School Districts requested \$101M for 2015-16; \$106M for 2016-17 and \$117M for 2018-19 in modified allowable growth for negative balances.

This action for modified allowable growth does not generate any additional funds for the District, but does with approval, increase the Authorized Budget Unspent Balance and improve the financial health of the district. The Board has the option to fund this modified allowable growth with a cash reserve levy.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education accept the recommendation of the Finance Committee and approve the request to the School Budget Review Committee for allowable growth and supplemental aid payment for the negative special education balance of \$685,364 for 2018-19 fiscal year.”



October 14	Board of Education Meeting	5:00pm
October 15&17	PK-12 Conferences	
October 28	Board of Education Meeting (Lifetouch Photos in Room 110)	5:00pm
November 11	Board of Education Meeting <i>(This is the only board meeting in November)</i>	5:00pm

8th Grade Parent Meetings

- Monday, 10/28 at Noon – Education Service Center
- Tuesday, 10/29 at 6:00pm – Central Middle School
- Thursday, 10/31 at 8:00am – Education Service Center
- Monday, 11/4 at 6:00pm – Hoover Middle School
- Tuesday, 11/5 at 6:00pm – Bunger Middle School
- Thursday, 11/7 at 6:00pm – Carver Academy