

# Iowa Association for Educational Purchasing

## Agreement Regarding Purchasing Program(s) 2012-2013

This agreement is entered into between the Iowa Association for Educational Purchasing (hereafter IAEP) and the Central Lyon Community school district/eligible member (hereafter Eligible Member) located in Area Education Agency NWAEA (hereafter AEA) for the period beginning July 1, 2012 and ending June 30, 2013.

### 1. SELECTION OF PROGRAMS

Eligible Member elects to participate in the program(s) which Eligible Member has checked below. Products available under these bids are for use in the Eligible Member's Child Nutrition Programs:

- A. IAEP Food Bid XX
- B. IAEP Small Wares Bid XX
- C. IAEP Ware Wash Bid XX

### 2. ELIGIBLE MEMBER COMMITMENT TO PARTICIPATE:

Eligible Member agrees to participate in the activities of the selected purchasing programs operated by the IAEP, which includes responding to requests for information from the IAEP; reporting any service, product, invoicing, or other problems which may arise between the Eligible Member and any Prime Distributor; being willing to serve on committees of Eligible Members which may be established by the IAEP from time to time, and/or providing input to such committees to facilitate the work of such committees; and participation in audits as requested by the IAEP.

### 3. ACKNOWLEDGMENT OF RESPONSIBILITY FOR COMPLIANCE

Eligible Member acknowledges its responsibility to comply with all regulations of the United States Department of Agriculture (USDA) and the Iowa Department of Education (DE) which are applicable to School Food Authorities (SFAs), including but not limited to retention of records. Eligible Member agrees to adhere to all provisions of the Code of Conduct adopted by the IAEP which are applicable to Eligible Members.

### 4. INFORMATION REGARDING IAEP PROCUREMENT ACTIVITIES

Last year all members received from the IAEP a disc containing records of IAEP procurement activities relating to programs identified in paragraph one above. All new members will be receiving the disc after we receive your signed contract. Any current members who did not receive a disc or have misplaced it and would like a replacement notify the IAEP office.

### 5. NO RESALE

Eligible Member will not resell to any other organization or individual the products purchased by Eligible Member from a Prime Distributor pursuant to an Agreement between the Prime Distributor and the IAEP.

### 6. EFFECTIVE DATES

Eligible Member may place its individual orders with Prime Distributor for the programs selected by Eligible Member beginning on July 1, 2012, so long as this Cooperative Purchasing Agreement is signed by Eligible Member on or before that date. School districts could also join the second semester starting January 1, 2013.

### 7. PAYMENT

All invoices for payment shall be sent directly to Eligible Member ordering under the terms and conditions of the agreement between the Prime Distributor and the IAEP. Eligible Member will remit payment directly to Prime Distributor. Eligible Member will pay applicable administrative fees included on its invoices, which administrative fees will be paid to IAEP by Prime Distributor pursuant to the agreement between IAEP and Prime Distributor. IAEP will refund to Eligible Member on a pro rata basis any excess of administrative fees, after IAEP determines

allowable costs pursuant to USDA regulations at the conclusion of this Agreement. Eligible Member will return any such refund to the appropriate school meals account as required by USDA regulations.

The IAEP will at all times when conducting its business comply with any and all applicable federal and state laws, rules, and regulations related to the bidding of projects and contracts by Iowa school districts and area education agencies for the purpose of securing, purchasing and delivering goods and services used by school districts in Iowa, including, but not limited to, food, beverages, and supplies used in the National School Lunch Program, and additionally, shall comply with any and all applicable federal laws, rules and regulations issued or amended by the United States Department of Agriculture related to the procurement of food and beverages for use in schools and related educational institutions.

8. TERMINATION

Both Eligible Member and the IAEP have the option to terminate this Agreement prior to June 30, 2013 upon thirty (30) days advance written notice.

Please fax to Dan Dreyer at 319-273-8282 or mail to Iowa Association for Educational Purchasing 3712 Cedar Heights Drive, Cedar Falls, IA 50613.

Signatures:

ELIGIBLE MEMBER

IOWA ASSOCIATION FOR  
EDUCATIONAL PURCHASING

Central Lyon Community School  
Name of Eligible Member

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

Its: \_\_\_\_\_  
(Title)

Its: Board President or \_\_\_\_\_  
(Title)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Fax Number: 712-472-3543

Superintendent email address: dacker@central-lyon.k12.ia.us

Business Manager email address: jwells@central-lyon.k12.ia.us

Foodservice Director email address: jpostma@central-lyon.k12.ia.us

# Memorandum

---

**To:** Central Lyon Staff  
**From:** David Ackerman  
**Date:** April 11, 2012  
**Re:** Certified Reduction – Success Center

---

Due to class sizes in the high school, it may not be necessary to staff the Success Center with a part time classified staff member. The Success Center will be staffed by various teachers with open hours for the 2012-2013 school year.

It is recommended that you approve the reduction of the .25 FTE Success Center contract to 0.0 FTE.

# Memorandum

---

**To:** Central Lyon Staff  
**From:** David Ackerman  
**Date:** April 11, 2012  
**Re:** Certified Reduction – HS Language Arts

---

Due to class sizes in the high school, it may not be necessary for the increased HS Language Arts contract approved earlier this year.

It is recommended that you approve the reduction of the .875 FTE High School Language Arts contract to .75 FTE.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman  
**Date:** April 11, 2012  
**Re:** Certified Employee Benefit Wages & Benefit Changes 2012-2013

---

- Total Package of 4.25% or \$155,770 to include IPERS approximately \$22,014.
- CLEA will determine how 4.25% is split between base, extra duty base and insurance benefit.
- No Master Contract language changes other than those associated with the above.

Total Sal/Ben 2011-12	\$3,510,312.57
Total Extra Duty 2011-12	\$158,678.00

Total District Costs 2011-12	\$3,668,990.57
------------------------------	----------------

Proposed Inc. Sal/Ben 2012-13	\$154,942.92
Proposed Inc. Extra Duty 2012-13	\$827.00
Proposed Lane Adv. Inc. 2012-13	\$0.00

Total Proposed Increase 2012-13	\$155,769.92
Proposed Percentage Increase	4.25%

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman  
**Date:** April 11, 2012  
**Re:** Classified Employee Benefit Wages & Benefit Changes 2012-2013

---

- Total Package of 4.25% or \$ 26,541 to include IPERS approximately \$3,240.
- 2 Longevity increases for staff members at 10 and 20 years of service.
- Personal and holiday leave schedule unchanged.

<u>CLASSIFICATION</u>	<u>2011-2012 ACTUAL SALARY/BENEFIT</u>	<u>2012-2013 PROPOSED</u>	<u>DIFFERENCE</u>	<u>PERCENT INCREASE</u>
CUSTODIANS	115,542	120,450	4,908	4.25%
TRANSPORTATION	78,008	81,322	3,314	4.25%
PARAPROFESSIONALS	203,147	211,776	8,629	4.25%
SECRETARIAL	124,144	129,418	5,273	4.25%
GENERAL FUND	520,842	542,966	22,124	4.25%
FOOD SERVICE	103,993	108,410	4,417	4.25%
HOT LUNCH FUND	103,993	108,410	4,417	4.25%
DISTRICT TOTAL	\$ 624,835	\$ 651,376	\$ 26,541	4.25%
Total Classified				4.25%
Total General Fund Expense	\$22,123.95			
Total General Fund				4.25%

# Memorandum

---

**To:** Central Lyon Board of Education  
**From:** Jackie Wells  
**Date:** April 11, 2012  
**Re:** Group Health Insurance Plan

---

The district will continue with Sanford Health Plan for health insurance coverage for the 2012-2013 school year at a 8.95% increase for all three plan descriptions.

It is recommended that you approve group health insurance coverage with Sanford Health Plan for the 2012-2013 school year.

Feb 27, 2012

To: Ben Gerlemen

Re: Letter of Resignation

I ask that you please accept my resignation from my assistant basketball coaching position. I have really enjoyed being a part of the Central Lyon basketball program for the last eight years, but I can no longer put in the time and effort that our athletes deserve from their coaches. I need to be spending more time at home with my kids.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ben Docker', with a long horizontal flourish extending to the right.

Ben Docker

March 28, 2012

RECEIVED

MAR 30 2012

Mr. Ackerman:

I would like to resign my position as NHS advisor. Being the NHS advisor for the past 11 years has been a rewarding experience but I feel I cannot devote enough time to the chapter and its members since I have taken on other extra-curricular duties.

Thank you



Peggy Groves

March 28, 2012

RECEIVED -

MAR 30 2012

Mr. Ackerman:

I would like to resign my position as cheerleading coach. I want to do this with the understanding that I would coach with Cheryl Van Beek during the 2012-2013 school year. Barring unforeseen circumstances, that would be my last year. I have grandchildren attending West Lyon that now are in high school and junior high. I really feel that I need to have the freedom to attend their activities.

Thanks



Peggy Groves





# Central Lyon Community School

*Serving Rock Rapids, Doon and Surrounding Area*

1105 S. Story Street, P.O. Box 471

Rock Rapids, IA 51246

---

**Date: April 11, 2012**

**To: Central Lyon Board of Education**

**This is written notice in compliance with Section Article VI of Master Contract, Transfer procedure (A) voluntary transfers.**

**I, Allison Holtgrewe, will voluntarily transfer to 2<sup>nd</sup> grade for the 2012-2013 school year.**

Teacher Allison Holtgrewe

Date 4-2-12

Principal J. Kuer

Date 4-2-12

*The mission of the Central Lyon Community School District is to provide an education and the opportunity for all students to become productive, life-long learners.*

---



# Central Lyon Community School

*Serving Rock Rapids, Doon and Surrounding Area*

1105 S. Story Street, P.O. Box 471

Rock Rapids, IA 51246

---

**Date: April 11, 2012**

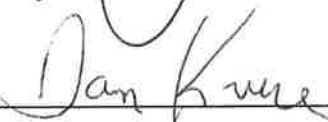
**To: Central Lyon Board of Education**

**This is written notice in compliance with Section Article VI of Master Contract, Transfer procedure (A) voluntary transfers.**

**I, Dale Jansma , will voluntarily transfer to 5<sup>th</sup> grade for the 2012-2013 school year.**

Teacher 

Date March 29, 2012

Principal 

Date 3-29-12

*The mission of the Central Lyon Community School District is to provide an education and the opportunity for all students to become productive, life-long learners.*

---