

**CENTRAL LYON COMMUNITY SCHOOL DISTRICT**

**6:45 P.M. The Board Will be Touring the Tiny House**

**Regular Board Meeting at 7:00 P.M.**

**June 11, 2018**

I.	<b>Call to Order</b>	
	<b>Roll Call</b>	
	<b>Pledge of Allegiance</b>	
II.	<b>Agenda Items:</b>	<b>Page Number</b>
	<b>Consent Agenda:</b>	1
	A. Minutes of Past Meetings	2-3
	B. Financial Report	4-6
	C. Summary List of Bills	7-17
III.	<b>Recognition/Congratulations to Staff, Students, and Community</b>	
IV.	<b>Communications</b>	
	A. Public Participation on Non-Agenda Items	
	B. Correspondence	
V.	<b>Reports</b>	
	A. Principals	
	1. Iowa Core Curriculum	
	2. Other Principal Reports	
	B. Board Members	
	C. Superintendent	
	D. Other	
VI.	<b>Old Business</b>	
VII.	<b>New Business</b>	
	A. Consider Property and Casualty Insurance – Lisa Dieren	18
	B. Appoint Legal Counsel	19
	C. Appoint Board Secretary/Treasurer	20
	D. Appoint District Investigators	21
	E. Appoint Affirmative Action/Equity, Title IX, & Section 504 Coordinator	22
	F. Consider Changing .5 TLC Tech Integrationist Position to District Funded Full-time Tech Administrator and Adding TLC Math Lead Teacher/Tech Integrationist TK-5 Position (1 FTE)	23
	G. Consider Breakfast and Lunch Prices for 2018-2019	24-25
	H. Consider Fees for 2018-2019	26-32
	I. Consider Approval of the 2018-2019 Student, Faculty, Paraprofessional & Pre-school Handbooks	33-36
	J. Consider the Annual Service Contract for Technology/Network Assistance	37-38
	K. Consider Health Services Agreement for 2018-2019	39
	L. Consider Transfer of Funds for Safety Equipment Purchase for Football	
	M. Consider Classified Staff Wages for 2018-2019	
	N. Consider Administrative Support Staff Wages for 2018-2019 (TBD)	
	O. Consider Administrator's Salaries for 2018-2019 (TBD)	
	P. Personnel	
	1. Resignations	
	a. Bruce Eckenrod, MS Baseball Coach	40
	b. Allison Bixenman, Assistant HS Track Coach	40
	2. Hiring	
	a. Dustin Bosch, Bus Driver	41
	b. Kyler Huisman, Assistant Boys Basketball	42
	c. Paige Meester, Kindergarten Teacher	43
	d. Barb Foltz, Long-Term Sub for Special Ed	44
	e. TK Teacher (.6 FTE) TBD	
	3. Transfers	
	a. Geoff Kruse From (.5 FTE) TLC Tech Integrationist to Tech Administrator (1 FTE)	45
	b. Steph Baker From 1 <sup>st</sup> Grade to TLC Math Lead Teacher/Tech Integrationist TK-5 Position (1 FTE)	45
	c. Natalie Larson From Kindergarten to 1 <sup>st</sup> Grade	45
	4. Volunteers	46
	a. Football: Dwayne Postma, Tom Menage,	
	b. Wrestling: Paul Konechne	
	c. FFA: Dwayne Postma, Kristin Rockhill	
	d. Athletic Trainer: Matt Boer	
	e. Medical Personnel: Dr. Ross Reynolds, Dr. Cody Hoefert, Dr. Nick Weber, Dr. Chet DeJong, Dr. David Springer	
VIII.	<b>Announcements/Dates to Remember</b>	
	• July 17 – Regular Board Meeting	
IX.	<b>Adjournment</b>	

## **CENTRAL LYON BOARD MINUTES MAY 14, 2018**

The Central Lyon Board of Directors met in regular session in the Board Room of the Central Lyon Community School at 7:00PM with the following members present: President David Jans, Vice-President Andy Koob, Directors Keri Davis, Joel DeWit and Scott Postma, Superintendent David Ackerman and Board Secretary Jackie Wells. Other individuals present were EL Principal Steve Harman, MS-HS Principal/Activities Director Jason Engleman, Stephanie Baker, Jessica Jensen, Sara Groen, Krista Sprock, Bill Allen, Jamie Schar, Michelle VanWyhe, Megan Whitsell, Denise McCarty, Curtis Eben, Sutton Schlumbolm, Jarrett Meyer, Kiah Thiessen, Americas Virtue and Connie Wilson.

The meeting was called to order at 7:00 P.M. Koob moved to approve the agenda with additional bills presented and two additional item for consideration under Personnel; Postma seconded, carried 4-0.

Koob moved to approve the minutes from the April 9, 2018 regular board meeting, the financial report through April 30, 2018 and the summary list of bills; Davis seconded, carried 4-0.

Director DeWit arrived at 7:04P.M.

In recognition, the month of May is designated as School Board Recognition Month. Administration expressed their appreciation for each of the board members and their role in increasing student achievement. Lester Feed & Grain was thanked for the donation of \$1961.57 to the Backpack Program. Gable Sieperda, Bailey Herman and Jacob Van Veldhuizen were thanked for their role in a student presentation. Several track athletes were recognized for an advancement to state and the girls and boys track teams were recognized for winning district titles.

In Reports, Bill Allen and Jamie Schar presented results from the 2017-2018 community survey. Board discussion took place on how to address concerns and weaknesses. Administration noted that PBIS is addressing some of the discipline comments. Positive Behavior Interventions & Supports has been implemented in the lower elementary and will transition into other grades in the future. Mr. Allen and Mrs. Schar gave a summary of Iowa Assessment Scores and noted that staff concluded the line item analysis to address strengths and weaknesses per grade level.

Krista Sprock and Michelle VanWyhe presented the FAST year end summary for grades TK/K – 4. FAST testing is required through the Department of Education and addressing reading comprehension, fluency and speed.

Technology Director Curtis Eben presented a technology request for replacement of 65 1:1 laptops, 125 Chromebooks and 20 staff laptops as well as applicable software in the amount of \$154,885 for the 2018-2019 school year. The finance committee will meet to discuss how this purchase will be funded.

Principal Steve Harman gave an Iowa Core Curriculum and class size update for 2018-2019. Preschool has 18 registered for the mornings and 23 registered for afternoons. There are 24 scheduled for Transitional Kindergarten and 47 in Kindergarten. These numbers will continue to

change with summer registration.

Sara Groen and Jaci Van Veldhuizen reported on PBIS: Positive Behavior Intervention & Supports. The program focuses on being intentional with praise, consistently rewards positive behaviors, and addresses minor and major offenses with set parameters. The spring 2018 roll-out has focused on education of voice levels and “give me five.”

Principal/Activities Director Jason Engleman stated that May 15 is the seniors’ last day with awards in the afternoon and commencement on Sunday, May 20, 2018 at 3 P.M.

Superintendent Ackerman reported the Tiny House is very close to completion and the instructor and students will enter it in the Heritage Days parade and open house in Island Park. The house is sold for the cost of materials and a design and buyer is set for the 2018-2019 school year. Mr. Ackerman reported that a proposal has been presented to school, city and ball complex representatives for softball field additions. The finance committee will meet to discuss the possibility of funding this project in conjunction with the city.

In New Business, DeWit moved to approve a Lyon County Riverboat Foundation mini grant in the amount of \$2,000 for a district laminator and Davis seconded. In a roll call vote, 5 yay, 0 nay. Koob moved to approve the AEA purchasing agreement for 2018-2019 and Postma seconded, carried 5-0. DeWit moved to approve the Mid-Sioux Opportunity, Inc. Transportation Agreement for Head Start for 2018-2019 and Davis seconded, carried 5-0. Koob moved to approve 2.27% increase to the certified staff wages and benefits for 2018-2019 and Postma seconded, carried 5-0.

In Personnel, DeWit moved to approve the resignations of Kelly Weiler, MS Softball coach; Megan Whitsell, 7<sup>th</sup> grade volleyball coach; Mitch Peschon, ELL Teacher, Assistant baseball and assistant basketball coach; Thea Klinnert, TK-7 Music; Emily Holtgrewe, Paraprofessional; Alissa Snuttjer, Paraprofessional; and Tammy Hoppe, Elem Art. Davis seconded, carried 5-0.

Postma moved to approve the hiring of Kari Meindl, TK-6 Guidance Counselor; Janelle Flatebo, TK-7 Music; Kelly Weiler, MS Volleyball coach; Heather Grafing, MS Softball coach; Jodi Schrick, Tana Meyer, Melissa Lockey, Denise McCarty and Sue Boogerd, Cheryl Mans and Amy DeBoer, Summer Reading Program leaders and assistants; Laureen Schram, Kristi Kahl, Kelli Docker, Tana Meyer and one TBD, Extended School Year (ESY) Teachers; and DeWit seconded, carried 5-0.

The next regular scheduled board meeting will be at 7:00 P.M. on Monday, June 11, 2018 in the Central Lyon Board Room. Koob moved to adjourn at 8:44 P.M.; DeWit seconded, carried 5-0.

**GENERAL FUND SUMMARY**  
for the month ending

May, 2018

OPENING BALANCE 2,174,427.57

**INCOME**

PROPERTY TAX 171,122.99  
UTILITY REPLACEMENT 2,601.92  
INSTRUCT SUPP SURTAX 875.94  
COMM & INDUSTRIAL 0.00

TOTAL PROP/SURTAX 174,600.85

STATE AID 329,395.00  
PRE-SCHOOL 10,278.00  
TEACHER PD 42,400.00  
EARLY INTERVENTION 4,497.00  
TEACHER LEADERSHIP 24,555.00  
AEA FLOW THROUGH 0.00

TOTAL STATE AID 411,125.00

LOCAL 33,045.80  
STATE 5,037.04  
FEDERAL 27,693.46

TOTAL REVENUE 651,502.15

**EXPENDITURES**

SALARIES 439,035.60  
BENEFITS 143,106.57  
PROF & TECH SERVICES 15,608.65  
PROPERTY SERVICES 24,213.34  
PURCHASED SERVICES W/OE 70,149.87

SUPPLIES 36,610.30  
PROPERTY/EQUIPMENT 7,888.07  
MISC 0.00  
OTHER USES 0.00

TOTAL EXPENDITURES 736,612.40

RECEIVABLES 0.00  
PAYABLES (13,485.16)

CASH BALANCE 2,102,802.48

**DEPOSITS**

FRONTIER BANK 2,102,788.91  
US BANK  
PREMIER BANK  
ISJIT 13.57  
TOTAL DEPOSITS 2,102,802.48

**CUMULATIVE 3 Year Comparison**

	2015-2016	2016-2017	2017-2018	Variance Prior Year	Cumulative REV vs EXP
<b><u>REVENUE</u></b>					
July	\$ 235,326	\$ 1,258	\$ 4,430	3,171.69	(108,073.69)
August	\$ 238,202	\$ 7,196	\$ 132,855	125,659.24	(174,165.40)
September	\$ 922,167	\$ 861,037	\$ 992,879	131,842.62	(5,207.43)
October	\$ 2,534,798	\$ 2,424,826	\$ 2,538,666	113,840.28	893,921.39
November	\$ 3,078,765	\$ 3,001,080	\$ 3,169,231	168,150.37	739,268.12
December	\$ 3,502,033	\$ 3,816,411	\$ 4,065,773	249,362.52	988,770.53
January	\$ 4,084,061	\$ 4,322,400	\$ 4,655,513	333,112.98	870,237.37
February	\$ 4,816,187	\$ 4,976,419	\$ 5,365,246	388,827.33	803,778.20
March	\$ 5,415,201	\$ 5,548,354	\$ 6,075,368	527,014.04	525,882.68
April	\$ 6,841,645	\$ 7,456,296	\$ 7,760,338	304,042.40	1,414,783.10
May	\$ 7,660,580	\$ 8,148,313	\$ 8,411,840	263,527.30	1,329,672.85
June	\$ 8,334,348	\$ 8,934,065			
<b><u>EXPENDITURES</u></b>					
July	\$ 120,734	\$ 196,529	\$ 112,504	(84,025.06)	(108,073.69)
August	\$ 364,995	\$ 793,446	\$ 307,020	(486,425.32)	(174,165.40)
September	\$ 946,336	\$ 1,010,154	\$ 998,087	(12,067.35)	(5,207.43)
October	\$ 1,562,477	\$ 1,704,519	\$ 1,644,745	(59,774.25)	893,921.39
November	\$ 2,277,890	\$ 2,350,678	\$ 2,429,963	79,284.82	739,268.12
December	\$ 2,907,975	\$ 2,991,479	\$ 3,077,003	85,523.93	988,770.53
January	\$ 3,550,039	\$ 3,873,093	\$ 3,785,276	(87,816.65)	870,237.37
February	\$ 4,178,041	\$ 4,492,543	\$ 4,561,468	68,925.14	803,778.20
March	\$ 5,042,521	\$ 5,141,229	\$ 5,549,485	408,255.91	525,882.68
April	\$ 5,674,299	\$ 6,265,398	\$ 6,345,555	80,157.11	1,414,783.10
May	\$ 6,730,781	\$ 6,921,341	\$ 7,082,168	160,826.62	1,329,672.85
June	\$ 8,246,253	\$ 8,614,495			
<b><u>CASH</u></b>					
July	\$ 926,710	\$ 580,347	\$ 980,136	399,789.41	
August	\$ 283,537	\$ 110,113	\$ 545,786	435,673.20	
September	\$ 380,512	\$ 331,143	\$ 746,744	415,600.96	
October	\$ 1,447,244	\$ 1,120,677	\$ 1,505,968	385,290.60	
November	\$ 1,206,136	\$ 1,062,346	\$ 1,493,994	431,647.69	
December	\$ 1,306,819	\$ 1,292,981	\$ 1,682,048	389,067.54	
January	\$ 1,173,408	\$ 847,240	\$ 1,632,651	785,411.41	
February	\$ 1,108,957	\$ 908,456	\$ 1,630,902	722,446.70	
March	\$ 841,627	\$ 834,180	\$ 1,281,350	447,169.73	
April	\$ 1,638,516	\$ 1,620,735	\$ 2,174,428	553,692.78	
May	\$ 1,329,462	\$ 1,616,808	\$ 2,102,802	485,994.98	
June	\$ 1,261,268	\$ 1,582,595	\$ -		

**Central Lyon Community School  
Activity & Proprietary Funds**

for the month ending May, 2018 (non-cumulative)

	Activity Fund	Hot Lunch Fund	FFA Farm Fund	Split Funding
Opening Balance	\$273,309.48	\$172,480.76	\$18,028.11	\$198,995.31
Activities	\$45,888.21	\$0.00	\$0.00	\$0.00
Sales & Reimbursements	\$0.00	\$29,667.83	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$12,064.33
Misc	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues	\$45,888.21	\$29,667.83	\$0.00	\$12,064.33
Salaries	\$0.00	\$12,106.39	\$0.00	\$0.00
Benefits	\$0.00	\$4,513.71	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$8,298.78
Misc	\$53,014.29	\$11,358.81	\$722.00	\$0.00
Payroll Payables	\$0.00	-\$1,398.43	\$0.00	\$0.00
Total Expenditures	\$53,014.29	\$26,580.48	\$722.00	\$8,298.78
Cash Balance	\$266,183.40	\$175,568.11	\$17,306.11	\$202,760.86
Checking	\$128,066.39	\$175,568.11	\$17,306.11	\$202,760.86
Frontier Bank	\$141,117.01	\$0.00	\$0.00	\$0.00
USBank	\$0.00	\$0.00	\$0.00	\$0.00
Premier Bank	\$0.00	\$0.00	\$0.00	\$0.00
Deposit Balance	\$269,183.40	\$175,568.11	\$17,306.11	\$202,760.86

 Jackie Wells, SBO

Central Lyon Community School  
Special Revenue Funds\_\_Cumulative Fiscal YTD  
**May, 2018**

Management	Physical Plant & Equipment Levy	Playground & Recreational Equipment Levy	School Infrastructure Local Option Sales Tax	Debt Service
Taxes YTD	\$130,126.13	\$513,412.11	\$116,422.65	\$0.22
Misc. Income	\$199,849.04	Taxes YTD	\$38,082.57	\$0.00
	\$12,226.11	Board Approved		
		Voter Approved		
Interest YTD	\$40.45	Interest YTD	\$0.00	\$0.00
	\$212,115.60	Miscellaneous		\$268,846.25
		Fund Transfer		
Early Retirement	\$78,000.00	Equipment		
District Insurance Policy	\$105,217.50	Building/Land Repairs		
Workman's Comp	\$0.00	Vehicles		
Unemployment	\$0.00			
Payables	\$0.00	Payables		
Receivables	\$0.00	Receivables		
Cash Balance	\$159,024.23		\$34,198.73	\$0.22
			\$1,521,382.67	
Checking	\$28,120.88		\$6,198.73	\$0.00
Frontier Bank	\$130,903.35		\$28,000.00	\$0.22
USBank	\$0.00		\$0.00	\$0.00
Premier Bank	\$0.00		\$0.00	\$0.00
ISIT	\$0.00		\$0.00	\$0.00
Deposit Balance	\$159,024.23		\$34,198.73	\$0.22
			\$1,521,382.67	

**PPEL/SILO Combined**

Date	Description/Comments	Receipts	Disbursements	Balance
Opening Balance				\$2,034,118.15
YTD	Interest, Property Taxes	\$860,347.67		\$2,894,465.82
YTD	Revenue Bond P&I		\$268,846.25	\$2,625,619.57
YTD	construction service		\$297,987.75	\$2,327,631.82
YTD	equipment		\$451,895.68	\$1,875,736.14
YTD	building/land improvements		\$6,826.90	\$1,868,909.24
Cash Balance				\$1,868,909.24
Deposit Balance		\$860,347.67	\$1,025,556.58	\$1,868,909.24

 Jackie Wells, SBO

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1				
<b>Checking</b>	<b>1</b>	<b>Fund: 10</b>	<b>OPERATING FUND</b>		
AFLAC INSURANCE		817208	ADDTL EMPLOYEE INSURANCE	1,486.70	
			<b>Vendor Total:</b>		<b>1,486.70</b>
AFLAC		A100442000	ADDTL EMPLOYEE INSURANCE	382.71	
			<b>Vendor Total:</b>		<b>382.71</b>
AIR CONDITIONING & HEATING, INC		5690	REPAIRS	562.70	
			<b>Vendor Total:</b>		<b>562.70</b>
AP EXAMS		FY18 AP EXAMS	FY18 AP EXAMS	801.00	
			<b>Vendor Total:</b>		<b>801.00</b>
BAKER, STEPHANIE		20180606	TQPD REIMB	79.00	
			<b>Vendor Total:</b>		<b>79.00</b>
BOYDEN HULL COMM SCHOOL DIST		FY18 SEM2	FY18 SEM2	48,322.12	
			<b>Vendor Total:</b>		<b>48,322.12</b>
BRESKE, STEVEN		20180606	SUPPLIES	103.92	
			<b>Vendor Total:</b>		<b>103.92</b>
BURNCOAT MIDDLE SCHOOL		052518	MS MUSIC BOOKS	344.00	
			<b>Vendor Total:</b>		<b>344.00</b>
CENTRAL LYON HOT LUNCH FUND		FY18 ALLOCATION	REIMBURSEMENTS	3,500.36	
			<b>Vendor Total:</b>		<b>3,500.36</b>
CENTURY BUSINESS PRODUCTS		426053	TECHNOLOGY SUPPLIES	493.06	
			<b>Vendor Total:</b>		<b>493.06</b>
CHILDREN'S CARE HOSPITAL & SCHOOL		20180531	TUITION	1,080.00	
			<b>Vendor Total:</b>		<b>1,080.00</b>
COOPERATIVE FARMERS ELEVATOR		20180605	STORAGE, SUPPLIES	478.65	
			<b>Vendor Total:</b>		<b>478.65</b>
CULLIGAN SOFT WATER SERVICE		20180606	SALT, WATER	312.00	
			<b>Vendor Total:</b>		<b>312.00</b>
D/B/A PREMIER COMMUNICATIONS, PREMIER NETWORK SOLUTIONS		6554	CONSULTING SERVICES	1,000.00	
			<b>Vendor Total:</b>		<b>1,000.00</b>
DENNY'S SANITATION		20180606	DISPOSAL	367.00	
DENNY'S SANITATION		82565	DISPOSAL	35.00	
			<b>Vendor Total:</b>		<b>402.00</b>
DGR ENGINEERING		00229404	DESIGN SERVICES	5,762.50	
			<b>Vendor Total:</b>		<b>5,762.50</b>
GEORGE OFFICE PRODUCTS		84214	GUIDANCE SUPPLIES	22.99	
			<b>Vendor Total:</b>		<b>22.99</b>

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
GRANT WOOD AEA	127237	FAST TEST SUPPLIES	79.36	
		<b>Vendor Total:</b>		<b>79.36</b>
H AND S HOMEBUILDING CENTER	20180606	REPAIRS, FFA FARM	10.75	
		<b>Vendor Total:</b>		<b>10.75</b>
HARMAN, STEVEN	5/18 TRAVEL REIMB	TRAVEL REIMB	1,165.10	
		<b>Vendor Total:</b>		<b>1,165.10</b>
HOGLUND BUS CO, INC.	20180606	PARTS	263.48	
		<b>Vendor Total:</b>		<b>263.48</b>
IOWA PUPIL TRANSPORTATION ASSOCIATION	20180522	IPTA CONF	340.00	
		<b>Vendor Total:</b>		<b>340.00</b>
IOWA SCHOOLS EMPLOYEE BENEFITS	27852	6/18 ADDT'L INSURANCE	3,035.65	
		<b>Vendor Total:</b>		<b>3,035.65</b>
JAYCOX IMPLEMENT, INC	20180606	REPAIRS	375.20	
		<b>Vendor Total:</b>		<b>375.20</b>
KONE INC.	1157596350	ELEVATOR MAINT & REPAIRS	1,166.50	
		<b>Vendor Total:</b>		<b>1,166.50</b>
LEGALSHIELD	20180522	ADDT'L EMP PAID INS	28.90	
		<b>Vendor Total:</b>		<b>28.90</b>
LOCKEY, MELISSA	20180522	PRESCHOOL SUPPLIES	55.96	
		<b>Vendor Total:</b>		<b>55.96</b>
MACKIN EDUCATIONAL RESOURCES	537780	BOOKS	311.92	
MACKIN EDUCATIONAL RESOURCES	538997	BOOKS	68.76	
		<b>Vendor Total:</b>		<b>380.68</b>
MARTIN BROS. DISTRIBUTING, INC	7285396-97	BACKPACK PROG	81.49	
		<b>Vendor Total:</b>		<b>81.49</b>
MATHESON TRI-GAS, INC.	51317983	IND TECH SUPPLIES	19.22	
		<b>Vendor Total:</b>		<b>19.22</b>
MCCARTY MOTORS	20180606	REPAIRS	295.45	
		<b>Vendor Total:</b>		<b>295.45</b>
MENARDS	77529	TINY HOUSE	64.97	
		<b>Vendor Total:</b>		<b>64.97</b>
MEYER, TANA	20180531	TQPD REIMB	621.76	
		<b>Vendor Total:</b>		<b>621.76</b>
NEW CENTURY PRESS INC/LYON CO. REPORTER	20180529	ADVERTISING	180.00	
NEW CENTURY PRESS INC/LYON CO. REPORTER	R0530-1	ADVERTISING	214.23	
		<b>Vendor Total:</b>		<b>394.23</b>



GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
ONE SOURCE THE BACKGROUND CHECK COMPANY	1392-20180531	BACKGROUND CHECKS	91.50	
		<b>Vendor Total:</b>	<b>91.50</b>	
POPKES CAR CARE	5/18 FUEL	FUEL	3,514.21	
		<b>Vendor Total:</b>	<b>3,514.21</b>	
PREMIER COMMUNICATIONS	40076668-11421212	INTERNET, PHONE	822.35	
		<b>Vendor Total:</b>	<b>822.35</b>	
RAPID AUTO REPAIR	1135743	REPAIRS	308.43	
		<b>Vendor Total:</b>	<b>308.43</b>	
RAPID FLOORING	55274	BATTING CAGE CARPET	3,208.16	
		<b>Vendor Total:</b>	<b>3,208.16</b>	
ROBERT BROOKE & ASSOCIATES	131761	LOCKER PARTS	575.57	
		<b>Vendor Total:</b>	<b>575.57</b>	
ROCK RAPIDS UTILITIES	thru 5/1/18	UTILITIES	13,896.15	
		<b>Vendor Total:</b>	<b>13,896.15</b>	
ROZZY LEARNING CO	20180531	1 YEAR LEARNING CO.	800.00	
		<b>Vendor Total:</b>	<b>800.00</b>	
SANFORD HEALTH PLAN	20180529	FLEX FEES	70.00	
		<b>Vendor Total:</b>	<b>70.00</b>	
SCHRICK, JODI	20180529	TQPD CONF REIMB	269.40	
		<b>Vendor Total:</b>	<b>269.40</b>	
SHARI'S KITCHEN & CATERING	000409	COOKIES FOR KINDERGARTEN CELEBRATION	60.00	
		<b>Vendor Total:</b>	<b>60.00</b>	
SHERWOOD FOREST GRANTS, LLC	2529	GRANT ASSIST	150.00	
		<b>Vendor Total:</b>	<b>150.00</b>	
SIOUX CENTER COMMUNITY SCHOOL	FY18 OPEN ENROLL	FY18 OPEN ENROLL	3,455.36	
		<b>Vendor Total:</b>	<b>3,455.36</b>	
SOCIAL STUDIES SCHOOL SERVICE	SI127558	SUPPLIES	252.00	
		<b>Vendor Total:</b>	<b>252.00</b>	
SPROCK, RICHARD	20180606	EQUIPMENT	100.00	
		<b>Vendor Total:</b>	<b>100.00</b>	
SUNSHINE FOODS	003044181221	HS SUPPLIES	218.57	
SUNSHINE FOODS	20180605	HS SUPPLIES	253.09	
SUNSHINE FOODS	20180605-0001	HS SUPPLIES	129.97	
SUNSHINE FOODS	20180606	BLEACH	98.68	
SUNSHINE FOODS	5/18 FACS	CLASS SUPPLIES	547.32	
SUNSHINE FOODS	5/18 FRUIT	5/18 FRUIT	2,425.26	
		<b>Vendor Total:</b>	<b>3,672.89</b>	

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
THOMPSON INNOVATIONS	420032	PRESCHOOL PLAYGROUND SECURITY	4,435.13
<b>Vendor Total:</b>			<b>4,435.13</b>
TIMBERLINE BILLING SERVICE LLC	14205	MEDICAID SERVICES	772.63
<b>Vendor Total:</b>			<b>772.63</b>
US BANK	20180522	BREAKOUT BUNDLE	275.00
US BANK	20180522-0001	SUPPLIES	46.06
US BANK	4/18 CC EXPENSES	TECH, TRAVEL, TEXTS	3,985.06
<b>Vendor Total:</b>			<b>4,306.12</b>
WAYNE MEYER ELECTRIC INC	11853	REPAIRS - COMPLEX	474.89
WAYNE MEYER ELECTRIC INC	11878	REPAIRS	566.32
<b>Vendor Total:</b>			<b>1,041.21</b>
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	181310009295-9601	HEALTH INSURANCE	58,052.46
<b>Vendor Total:</b>			<b>58,052.46</b>
<b>Fund Total:</b>			<b>173,365.98</b>
<b>Checking 1 Fund: 22 MANAGEMENT FUND</b>			
STUDENT ASSURANCE SERVICES, INC	STUDENT 19	CATASTROPHIC COVERAGE	1,450.00
<b>Vendor Total:</b>			<b>1,450.00</b>
<b>Fund Total:</b>			<b>1,450.00</b>
<b>Checking 1 Fund: 69 ENTERPRISE/FFA PROPERTY</b>			
COOPERATIVE FARMERS ELEVATOR	20180605	STORAGE, SUPPLIES	2.52
<b>Vendor Total:</b>			<b>2.52</b>
H AND S HOMEBUILDING CENTER	20180606	REPAIRS, FFA FARM	2,579.33
<b>Vendor Total:</b>			<b>2,579.33</b>
ROCK RAPIDS UTILITIES	thru 5/1/18	UTILITIES	49.54
<b>Vendor Total:</b>			<b>49.54</b>
<b>Fund Total:</b>			<b>2,631.39</b>
<b>Checking 1 Fund: 71 SPLIT FUNDING</b>			
INFINISOURCE, INC	90189237	NOTICE MAILINGS	849.60
<b>Vendor Total:</b>			<b>849.60</b>
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	181310009295-9601	HEALTH INSURANCE	2,552.00
<b>Vendor Total:</b>			<b>2,552.00</b>
<b>Fund Total:</b>			<b>3,401.60</b>
<b>Checking Account Total:</b>			<b>180,848.97</b>
<b>Checking 2</b>			
<b>Checking 2 Fund: 61 SCHOOL NUTRITION FUND</b>			
AFLAC INSURANCE	817208	ADDTL EMPLOYEE INSURANCE	193.31
<b>Vendor Total:</b>			<b>193.31</b>
AFLAC	A100442000	ADDTL EMPLOYEE INSURANCE	24.20
<b>Vendor Total:</b>			<b>24.20</b>

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
IOWA SCHOOLS EMPLOYEE BENEFITS	27852	6/18 ADDT'L INSURANCE	93.72
<b>Vendor Total:</b>			<b>93.72</b>
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	181310009295 -9601	HEALTH INSURANCE	1,303.13
<b>Vendor Total:</b>			<b>1,303.13</b>
<b>Fund Total:</b>			<b>1,614.36</b>
<b>Checking Account Total:</b>			<b>1,614.36</b>
<u>Checking</u>	3		
<b>Checking</b>	<b>3</b>	<b>Fund: 21 STUDENT ACTIVITY FUND</b>	
US BANK	20180522	BREAKOUT BUNDLE	275.00
<b>Vendor Total:</b>			<b>275.00</b>
<b>Fund Total:</b>			<b>275.00</b>
<b>Checking Account Total:</b>			<b>275.00</b>
<u>Checking</u>	4		
<b>Checking</b>	<b>4</b>	<b>Fund: 24 PUBLIC EDUCATION &amp; RECREATION LEVY</b>	
ABCREATIVE	18061	PLAYGROUND EQUIPMENT	61,083.00
<b>Vendor Total:</b>			<b>61,083.00</b>
<b>Fund Total:</b>			<b>61,083.00</b>
<b>Checking</b>	<b>4</b>	<b>Fund: 36 PHYSICAL PLANT &amp; EQUIPMENT</b>	
ADVANCED SYSTEMS, INC	22707330	COPIER MAINT & LEASE	1,440.00
<b>Vendor Total:</b>			<b>1,440.00</b>
MCCARTY MOTORS	20180606- 0001	COUNTRY CLIPPER BOSS XL 35HP 72"	9,395.00
<b>Vendor Total:</b>			<b>9,395.00</b>
TOWN AND COUNTRY DISPOSAL	2344R	RENTAL	1,500.00
<b>Vendor Total:</b>			<b>1,500.00</b>
<b>Fund Total:</b>			<b>12,335.00</b>
<b>Checking Account Total:</b>			<b>73,418.00</b>

### May 2018 Payroll Totals

#### **General Fund**

Gross Salaries	\$439,035.60
District Benefits	\$71,522.94
District SS/Medicare	\$32,452.96
District IPERS	\$38,980.75
Employee Share Insurance	\$74,971.25
Total District Cost	<u>\$507,021.00</u>

#### **Hot Lunch Fund**

Gross Salaries	\$12,106.39
District Benefits	\$2,593.65
District SS/Medicare	\$877.36
District IPERS	\$1,042.70
Employee Share Insurance	\$3,206.10
Total District Cost	<u>\$13,414.00</u>

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	2				
<b>Checking</b>	<b>2</b>	<b>Fund: 61</b>	<b>SCHOOL NUTRITION FUND</b>		
AFLAC INSURANCE		439242	ADDTL EMPLOYEE INSURANCE	193.31	
AFLAC INSURANCE		817208	ADDTL EMPLOYEE INSURANCE	193.31	
			<b>Vendor Total:</b>		<b>386.62</b>
AFLAC		A100442000	ADDTL EMPLOYEE INSURANCE	24.20	
			<b>Vendor Total:</b>		<b>24.20</b>
BIRKELAND, MERRIDEE		2018 SENIOR REFUND	SENIOR LUNCH REFUND 2018	4.00	
			<b>Vendor Total:</b>		<b>4.00</b>
CENTRAL LYON COMMUNITY SCHOOL DISTRICT		BOOK REPLACEMENT	SENIOR LUNCH REFUND-- DEATSCH	11.00	
			<b>Vendor Total:</b>		<b>11.00</b>
DEAN FOODS NORTH CENTRAL, INC		APRIL 2018	DAIRY PRODUCTS-APRIL 2018	1,884.36	
			<b>Vendor Total:</b>		<b>1,884.36</b>
DEBRUIN, JANINE		2018 SENIOR REFUND	SENIOR LUNCH REFUND 2018	26.75	
			<b>Vendor Total:</b>		<b>26.75</b>
IOWA SCHOOLS EMPLOYEE BENEFITS		27852	6/18 ADDT'L INSURANCE	93.72	
			<b>Vendor Total:</b>		<b>93.72</b>
JONES, TERRY		2018 SENIOR REFUND	SENIOR LUNCH REFUND 2018	26.75	
			<b>Vendor Total:</b>		<b>26.75</b>
KLEIN, MELISSA		2018 SENIOR REFUND	SENIOR LUNCH REFUND 2018	52.65	
			<b>Vendor Total:</b>		<b>52.65</b>
KNOBLOCH, DAWN		SENIOR LUNCH REFUND	SENIOR LUNCH REFUND	38.40	
			<b>Vendor Total:</b>		<b>38.40</b>
MARTIN BROS. DISTRIBUTING, INC		7262833	INV 7262833 5/2/18 FOOD	3,522.30	
MARTIN BROS. DISTRIBUTING, INC		7274079	inv 7274079 FOOD 5/9/18	2,098.73	
MARTIN BROS. DISTRIBUTING, INC		7285395	INV 7285395 5/16/18 FOOD	2,665.14	
			<b>Vendor Total:</b>		<b>8,286.17</b>
POPKE, LORI		2018 SENIOR REFUND	SENIOR LUNCH REFUND 2018	6.30	
			<b>Vendor Total:</b>		<b>6.30</b>
SUNSHINE FOODS		APRIL 2018	APRIL FOOD	1,728.86	
			<b>Vendor Total:</b>		<b>1,728.86</b>
TERRY, SELCK		2018 SENIOR REFUND	SENIOR LUNCH REFUND 2018	7.30	
			<b>Vendor Total:</b>		<b>7.30</b>
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA		181310009295 -9601	HEALTH INSURANCE	1,303.13	
			<b>Vendor Total:</b>		<b>1,303.13</b>

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			<b>Fund Total:</b>	13,880.21
			<b>Checking Account Total:</b>	13,880.21
<u>Checking</u>	3			
<b>Checking</b>	<b>3</b>	<b>Fund: 21 STUDENT ACTIVITY FUND</b>		
AIR MADNESS	5/23/18	FIELD TRIP 5/23/2018 7TH GRADE	748.20	
		<b>Vendor Total:</b>		748.20
BECKER, DENNIS	5/31/18	VARSITY BSB OFFICIAL	80.00	
		<b>Vendor Total:</b>		80.00
BELTMAN, MARK	6/7/18	BSB OFFICIAL	110.00	
		<b>Vendor Total:</b>		110.00
CENTER SPORTS	AAD009569	DIAMOND BASEBALLS	462.00	
		<b>Vendor Total:</b>		462.00
CENTRAL LYON ACTIVITY FUND	HS POP	HS POP MACHINE SUPPLIES	360.33	
CENTRAL LYON ACTIVITY FUND	MS POP	MS POP MACHINE SUPPLIES	155.94	
		<b>Vendor Total:</b>		516.27
CENTRAL LYON FOUNDATION	2019 SCHOLAR	CL SCHOLARSHIP 2018 - EMILY POPKES	500.00	
		<b>Vendor Total:</b>		500.00
CENTRAL LYON HOT LUNCH FUND	12/9/17	re: HL BB TOURNEY HOSPITALITY ROOM FOOD	92.58	
		<b>Vendor Total:</b>		92.58
COMMUNITY AFFAIRS CORPORATION	103011	AR MIDDLE SCHOOL AWARDS	120.00	
COMMUNITY AFFAIRS CORPORATION	2018 AFTER PROM	AFTER PROM GIFT CARD - BRESKE	40.00	
		<b>Vendor Total:</b>		160.00
COUNTRY BOUTIQUE	012093	2018 GRADUATION FLOWERS	222.00	
COUNTRY BOUTIQUE	012097	PLANT FOR COY NIEMANN'S DAD'S FUNERAL	45.00	
		<b>Vendor Total:</b>		267.00
ELEMENT WEST DES MOINES	2860	LODGING FOR DRAKE RELAYS	400.00	
		<b>Vendor Total:</b>		400.00
FARM GIRL KUSTOMS AND GIFT SHACK	1435	FFA SHIRTS	1,244.00	
		<b>Vendor Total:</b>		1,244.00
GROUP TRAVEL PLANNERS	4TH PAYMENT 2018	TRIP PAYMENT INV 5/10/18	29,634.00	
		<b>Vendor Total:</b>		29,634.00
HARMAN, JESSICA	RE: CASEYS	RE: STUDENT COUNCIL EVENT	38.12	
		<b>Vendor Total:</b>		38.12
HEIMENSEN, CORY	AFTER GRAD 2018	RE: AFTER GRAD PRIZES	1,484.73	
		<b>Vendor Total:</b>		1,484.73
HENRY DORLEY ZOO	5/22/18	8TH GRADE FIELD TRIP 5/22/2018	385.00	

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			<b>Vendor Total:</b>	<b>385.00</b>
HOME-LOGY	2018 PROM	2018 PROM SUPPLIES	512.59	
HOME-LOGY	50729	FLORICULTURE SUPPLIES	44.80	
			<b>Vendor Total:</b>	<b>557.39</b>
HOWARD WOOD DAKOTA RELAYS	SPRING 2018	ENTRY FEE	150.00	
			<b>Vendor Total:</b>	<b>150.00</b>
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	2018-2019	2018-2019 MEMBERSHIP DUES	50.00	
			<b>Vendor Total:</b>	<b>50.00</b>
IOWA STATE FAIR	2018 STATE FAIR	STUDENT EXHIBITING ENTRY FEES	80.00	
			<b>Vendor Total:</b>	<b>80.00</b>
JW PEPPER & SON	11D68732	MUSIC FOR STATE FFA	22.39	
			<b>Vendor Total:</b>	<b>22.39</b>
LAKESIDE GOLF COURSE	5/16/18	DIST. GOLF GREEN FEE @ FT. DODGE 5/16/18	60.00	
			<b>Vendor Total:</b>	<b>60.00</b>
LEMS AUTO RECYCLERS	6629	WILKERSON/OLSON/MEYER EXPENSES	90.95	
			<b>Vendor Total:</b>	<b>90.95</b>
LUVERNE AQUATIC & FITNESS	5/21/18	6TH GRADE FIELD TRIP 5/21/2018	85.00	
			<b>Vendor Total:</b>	<b>85.00</b>
LYON COUNTY BEEF BOOSTERS	2018 DUES	SPONSOR FEE	50.00	
			<b>Vendor Total:</b>	<b>50.00</b>
MAY, TIM	5/31/18	VARSITY BSB OFFICIAL	80.00	
			<b>Vendor Total:</b>	<b>80.00</b>
MFAC, LLC	14620	DISC & SHOT PUTS	509.00	
			<b>Vendor Total:</b>	<b>509.00</b>
MOUSEL, TIM	6/7/18	BSB OFFICIAL	110.00	
			<b>Vendor Total:</b>	<b>110.00</b>
PALACE THEATRE	5/21/18 TRIP	FILED TRIP 6TH GRADE 5/21/2018	300.00	
			<b>Vendor Total:</b>	<b>300.00</b>
PEDERSEN, JEN	5/28/18	AFTER GRAD & AFTER PROM REIMBURSEMENT	432.94	
PEDERSEN, JEN	RE: 2018	re: AFTER PROM GIFTS	171.73	
			<b>Vendor Total:</b>	<b>604.67</b>
PIZZA RANCH	5/11/18	STAFF APPRECIATION LUNCH	240.00	
PIZZA RANCH	5/28/18	MEMORIAL DAY PIZZAS FOR BAND	127.68	
PIZZA RANCH	TRACK CONCESSIONS	TRACK MEET SUPPLIES 5/1/18	180.00	
			<b>Vendor Total:</b>	<b>547.68</b>

GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
RAYMOND BECHARD, INC	2018 CAMP	DEPOSIT FOR VB CAMP 2018	1,000.00	
		<b>Vendor Total:</b>		<b>1,000.00</b>
REMSEN ST. MARY'S SCHOOL	2018 BASEBALL	BASEBALL FEE	60.00	
		<b>Vendor Total:</b>		<b>60.00</b>
ROCK RAPIDS HARDWARE	390269	PROM SUPPLIES	144.08	
		<b>Vendor Total:</b>		<b>144.08</b>
ROCK RAPIDS MUNICIPAL HOUSING AUTHORITY	MAY RENT 2018	WILKERSON/OLSON/MEYER EXPENSES	633.79	
		<b>Vendor Total:</b>		<b>633.79</b>
ROLLING HILLS COUNTRY CLUB	5/11/18	BOYS SECTIONAL GOLF FEES 5/11/18	60.00	
		<b>Vendor Total:</b>		<b>60.00</b>
SCHILLING, CURT	2018 camp	GIRLS TEAM BB CAMP 6/15/18	650.00	
		<b>Vendor Total:</b>		<b>650.00</b>
SCHMITT MUSIC CENTERS	2167493	MUSIC SUPPLIES	240.57	
		<b>Vendor Total:</b>		<b>240.57</b>
SOUTH O'BRIEN SCHOOL	golf 2018	GOLF ENTRY FEE	30.00	
		<b>Vendor Total:</b>		<b>30.00</b>
SPIRIT LAKE HIGH SCHOOL	7/23/18 camp	GIRLS TEAM BB CAMP 7/23/18	200.00	
		<b>Vendor Total:</b>		<b>200.00</b>
STOVETOP PRODUCTIONS	2019 DEPOSIT	2019 PROM DJ	150.00	
		<b>Vendor Total:</b>		<b>150.00</b>
SUNSHINE FOODS	5/19/18	AFTER GRAD FOOD	53.98	
SUNSHINE FOODS	5/2/18	2ND GRADE FIELD TRIP SUPPLIES	41.97	
		<b>Vendor Total:</b>		<b>95.95</b>
US BANK	DIST GOLF 2018	DISTRICT GOLF MEALS @ FT, DODGE	111.00	
US BANK	ST TRACK 2018	STATE TRACK MEALS 2018	700.00	
US BANK	STATE TRACK - 2	STATE TRACK MEALS 2018	700.00	
US BANK	V*ST TRACK 2018	STATE TRACK MEALS 2018	(700.00)	
		<b>Vendor Total:</b>		<b>811.00</b>
US BANK	20180522	BREAKOUT BUNDLE	275.00	
US BANK	20180529	ENTREPRENEUR CLASS SUPPLIES	675.79	
US BANK	241103981215 56014020	MEMORIAL BENCH - COACH NULL	959.66	
US BANK	244310681140 16466370	FFA CONVENTION PARKING	82.39	
US BANK	244921580968 94977605	SUPPLIES	1,338.76	
US BANK	246921681001 00486409	TV BRACKET FOR WEIGHT ROOM	150.81	



GENERAL FUND BOARD REPORT

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
US BANK	246921681211	BODYBUILDING.COM - WEIGHT	223.98	
	10034457	ROOM SUPPLIES		
US BANK	247078081190	ENTREPRENEUR CLASS SUPPLIES	1,215.79	
	30090011			
US BANK	4/2018	PROM SUPPLIES	92.50	
US BANK	4/7/18	MUSICAL RETURNS	(339.88)	
US BANK	4/8/2018	SUPPLIES	1,338.76	
US BANK	5/23/18	BODYBUILDING.COM - WEIGHT	223.98	
		ROOM SUPPLIES		
US BANK	5/23/18	PROM PROM SUPPLIES	92.50	
US BANK	5/29/18	MEMORIAL BENCH - COACH NULL	959.66	
US BANK	5231	IND. TECH STUDENT SUPPLIES	420.77	
US BANK	82.39	FFA CONVENTION	82.39	
		PARKING/CAMPBELL SUPPLY		
US BANK	TV BRACKET	TV BRACKET FOR WEIGHT ROOM	150.81	
US BANK	V*2411039812	MEMORIAL BENCH - COACH NULL	(959.66)	
	15560140			
US BANK	V*2443106811	FFA CONVENTION PARKING	(82.39)	
	40164663			
US BANK	V*2449215809	SUPPLIES	(1,338.76)	
	68949776			
US BANK	V*2469216810	TV BRACKET FOR WEIGHT ROOM	(150.81)	
	01004864			
US BANK	V*2469216812	BODYBUILDING.COM - WEIGHT	(223.98)	
	11100344	ROOM SUPPLIES		
US BANK	V*2470780811	ENTREPRENEUR CLASS SUPPLIES	(1,215.79)	
	90300900			
US BANK	V*4/2018	PROM SUPPLIES	(92.50)	
		<b>Vendor Total:</b>	<b>3,879.78</b>	
WASHINGTON PAVILION	5/10/18	1ST GRADE FIELD TRIP	256.25	
		5/10/2018		
		<b>Vendor Total:</b>	<b>256.25</b>	
WILKUS, JOHN	2018 FFA	FFA SENIOR TRIP LODGING	1,600.00	
	TRIP			
		<b>Vendor Total:</b>	<b>1,600.00</b>	
		<b>Fund Total:</b>	<b>49,230.40</b>	
		<b>Checking Account Total:</b>	<b>49,230.40</b>	

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman, Superintendent  
**Date:** June 11, 2018  
**Re:** Appointment of District Legal Counsel

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District Legal Counsel may be appointed for a one-year term from the date of appointment. Randy Waagmeester is currently serving in that capacity.

It is recommended that you appoint Randy Waagmeester as District Legal Counsel for a one-year term.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman, Superintendent  
**Date:** June 11, 2018  
**Re:** Appointment of Board Secretary and Treasurer

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The Secretary and Treasurer are appointed for one-year terms from the date of appointment. They may be the same person. Jackie Wells is currently serving in both capacities.

It is recommended that you appoint Jackie Wells as Board Secretary and Treasurer for a one-year term.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman, Superintendent  
**Date:** June 11, 2018  
**Re:** Investigators

---

In the event of allegations of abuse of students by school district employees (policy 402.3), investigations will be processed by trained investigators. It is recommended that you approve the following persons to serve as investigators.

**Level I Investigator:**

- ◆ High School – Jessica Harman, HS /Guidance Counselor
- ◆ Elementary/Middle School – Kari Meindl, EL/MS Guidance Counselor

**Level I Alternate Investigators:**

- ◆ High School – Kristi Wright
- ◆ Elementary/Middle School – Dan Kruse

**Level II Investigator:**

- ◆ Lyon County Sheriff Department

It is the policy of the Central Lyon Community Schools not to discriminate on the basis of sex in its educational activities, programs or employment policies as required by Title IX of the 1972 Education Amendments and PL 504, Vocational Rehabilitation Act of 1973 (Policy 502.41). It is recommended that you approve the following persons to serve as investigators for Title IX and PL 504 grievances:

- ◆ High School – Jessica Harman
- ◆ Elementary/Middle School – Kari Meindl

# Memorandum

**To:** Board of Education  
**From:** David Ackerman  
**Date:** June 11, 2018  
**Re:** Coordinators

---

Each public school district is required to designate an employee to coordinate agency's activities to comply with federal law. One employee can be assigned these three responsibilities/titles, but each district must designate an employee to each position.

An Affirmative Action/Equity Coordinator fields inquiries by employees or applicants for employment regarding compliance with equal employment opportunity (policy 401.1), affirmative action laws and policies, including but not limited to complaints of discrimination.

It is recommended that you approve the following person to serve as the Affirmative Action Coordinator/Equity Coordinator:

- Superintendent of Schools – David Ackerman

Each school/university must designate at least one employee to evaluate current policy practices to ensure an institution's compliance with Title IX, coordinate efforts to effectively and efficiently respond to complaints of sex discrimination, including complaints of sexual harassment, and ensure as much as possible that every employee and student has an equal education and employment opportunities

It is recommended that you approve the following person to serve as the Title IX Coordinator:

- Superintendent of Schools – David Ackerman

Section 504 of the Rehabilitation Act of 1973 is the law that prohibits schools from discriminating against students with disabilities. Section 504 sets minimum standards for providing related services and aids to students with disabilities that substantially limits a major life activity. All accredited Iowa schools must comply with Section 504. Section 504 applies to elementary and secondary education, preschool and adult education, and private education.

It is recommended that you approve the following person to serve as the Section 504 Coordinator:

- Superintendent of Schools – David Ackerman

# Memorandum

**To:** Board of Education  
**From:** David Ackerman  
**Date:** June 11, 2018  
**Re:** Additional Staff Recommendations

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It is recommended that the District move the half of Geoff Kruse's tech contract away from a TLC position to a full district paid position. The demands of keeping our technology running smoothly are high, and ever changing. We've had the TLC funds from the state for two years and we have a carryover of \$65,000. We need to spend down in this categorical fund. It is recommended that an Elementary Math Lead Teacher position in the lower elementary to help the students who are doing poorly in math but don't qualify for special education. It is to the District's benefit to combine that position with a lower elementary technology integrationist that can work with the teachers in that area. When using TLC, it must be advertised and filled by someone in the district at least three years.

It is recommended to move Geoff Kruse to full time Technology Administrator and to add an Elementary Math Lead Teacher with Technology Integrationist as a TLC position (1 FTE).

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman, Superintendent  
**Date:** June 11, 2018  
**Re:** Breakfast/Hot Lunch Prices

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The following meal prices are proposed for the school lunch program:

Lunch TK-5 .....	\$2.15
Lunch 6-8 .....	\$2.25
Lunch 9-12 .....	\$2.35
Individual Milk .....	\$ .35
Second Meal.....	\$3.65 (changed from \$3.55 required price by USDA guidelines) 18-19
Adult Meal .....	\$3.65 (changed from \$3.55, required price by USDA guidelines) 2018- 2019 school year
Breakfast K-12 .....	\$1.45
Extra Juice.....	\$ .35
Adult Breakfast .....	\$1.60
Hot Lunch Week Meals .....	\$3.60

The meal prices are set to meet food costs, nutrition standards and portion sizes changes required by USDA regulations. The District must set meal prices to be compliant with the Equity in School Lunch Pricing Provision. However, “new” this year, if a SFA has a positive balance as of January 31, 2018, we are not required to increase the daily meal prices. Central Lyon meets this criteria, so we will not have to increase the student meal prices. Extra milk and juice prices will also stay the same.

The adult & second student meals (non-reimbursable meals) price for FY18 must be at least \$3.63 (\$3.23 free/paid meal reimbursement plus .06 Certification reimbursement plus .3350 USDA Food per-meal rate).

It is recommended that the board approve the above meal prices.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman  
**Date:** June 11, 2018  
**Re:** 2018-2019 Fees

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It is recommended that the following fees be established for the 2018-2019 school year:

**Textbook Fees**

Grades PS-8..... \$35.00

Grades 9-12 ..... \$45.00

**Drivers Education** ..... \$230.00

**Substitute Teacher** ..... \$110.00 per day

**Activity Tickets**

Student..... \$50.00

Adult Athletic..... \$85.00

Senior Citizen (65 yr. and older)..... \$50.00

Family Athletic (2 parents & students grades TK-6) . \$170.00

Student supplies may be resold as needed, such as eye protection devices and other school supplies.



## Registration 2017-2018

Combined Registration	Lunch	Book Fees	Activity Ticket	Family Ticket
August 9, 2017	12,626.20	6,979.00	3,910.00	2,040.00
August 9, 2017	200.00	105.00		
August 18, 2017	5,116.00	1,915.00	1,470.00	
August 18, 2017	645.00	470.00	250.00	
August 25, 2017	1,848.00	1,759.00	1,390.00	340.00
RevTrak		10,010.00	6,100.00	2,040.00
REFUND-WITHDRAWAL OF STUDEN	-184.10	-45.00	-50.00	

Daily Total
25,555.20
305.00
8,501.00
1,365.00
4,997.00
0.00
0.00
0.00
18,150.00
-279.10

	Lunch	Book Fees	Activity Ticket	Family Ticket
Combined Registration Days Total	20,251.10	21,193.00	13,070.00	4,420.00

Combined Registration Days Total
\$58,594.10

Minus revtrak for tranfering funds out of HL fund	11,183.00	6,970.00	2,380.00
Act. Transfer	11,390.00		

## Registration 2016-2017

Combined Registration	Lunch	Book Fees	Activity Ticket
July 28, 2016	16,489.50	11,691.00	9,290.00
August 11, 2016	2,404.25	1,619.00	1,030.00
August 12, 2016	924.00	743.00	760.00
August 18, 2016	2,020.00	1,702.00	1,290.00
August 26, 2016	2,603.00	1,527.00	950.00
Sept. 2, 2016	0.00	435.00	400.00
REVTRAK 9/13/16		2,845.00	1,850.00
COGDILL REFUND	-28.75	-42.00	
MERRICK REFUND	-10.00	-28.00	

Daily Total	Receipt #
37,470.50	210215
5,053.25	210219
2,427.00	210220
5,012.00	210221
5,080.00	210223
835.00	210228
4,695.00	
-70.75	
-38.00	

	Lunch	Book Fees	Activity Ticket
Combined Registration Days Total	24,402.00	20,492.00	15,570.00

Combined Registration Days Total	Total Minus Lunch Deposit
\$60,464.00	36,062.00

Rev Trac Deposit	-2845	-1850
transfer amount from HL	17,647.00	13,720.00

## Registration 2015-2016

Combined Registration	Lunch	Book Fees	Activity Ticket
July 29, 2015	12,943.50	11,767.00	8,890.00
August 7, 2015	1,075.00	1,518.00	920.00
August 13, 2015			1,800.00
August 13, 2015	3,226.00	1,534.00	1,100.00
August 20, 2016	2,361.50	1,631.00	1,445.00
On-Line registration-RevTrak		2,055.00	
Sept. 3, 2015	2,002.00	1,895.00	1,570.00
On-Line registration-RevTrak		825.00	250.00

Daily Total	Receipt #
33,600.50	374941
3,513.00	374944
1,800.00	16199
5,860.00	374945
5,437.50	374946
2,055.00	Jackie
5,467.00	374951
1,075.00	Jackie

	Lunch	Book Fees	Activity Ticket
Combined Registration Days Total	21,608.00	21,225.00	15,975.00

Combined Registration Days Total
\$58,808.00

# Memorandum

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**To:** Central Lyon Board of Education  
**From:** Curtis Eben  
**Date:** June 11, 2018  
**Re:** Premier Communications Annual Technology Service Contract

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The district has been using Premier Communications at a cost of \$1,000 per month with unlimited phone calls and/or on-site assistance on scheduled stops for technology services with network issues and technology concerns not correctable in-house.

I recommend the district renew the annual service agreement for network issues, server operations, and infrastructure with Premier Communications for the months of June, 2018 – May, 2019 at a cost of \$1,000 per month with UNLIMITED service. Premier is our Internet Service and Local & Long Distance Provider and has experience with surrounding school districts such as George-Little Rock, Boyden-Hull and Sioux Center.

Premier Communications will include monthly on-site stops and review of operations, provide a direct call line for questions and concerns, and consulting services with no hour/day limitations.

## PREMIER NETWORK SOLUTIONS, INC.

### Service Contract

**Client:** Central Lyon CSD

**Authorized Contact** Curtis Eben  
**Address:** 1105 S. Story St.  
Rock Rapids, IA 51246

**Telephone** 712-472-4051  
**Facsimile** \_\_\_\_\_  
**Email:** ceben@central-lyon.k12.ia.us

**Contract Term:** 6/1/2018-5/31/2019

**Contract Rate:** \$12,000

1. **Terms and Conditions.** This Service Contract includes the terms and conditions under which Premier Network Solutions, Inc. d/b/a Premier Communications (together with any subsidiaries or affiliates providing your Service, "we," "us" or "Premier") will provide certain information and technology service, advice and support (collectively "Service") to the client identified above ("you" or "Client"). This Service Contract defines the Services we will perform and or provide, as well as your responsibilities under this Service Contract. If you request, and if Premier agrees to provide, any Service which is not a Covered Service (as defined in Section 3) the terms and conditions of such Service (except for price, which will be as mutually agreed at the time of the Change Order requesting the Service) shall be governed by this Service Contract. This Service Contract covers only those Services provided by Premier, and we assume no responsibility or liability for any Service or element of Service that Client performs independently or receives from any third party provider.

2. **Contract Term.** The term of this Service Contract (the "Contract Term") is as set forth above. Subject to earlier cancellation or termination as provided herein, this Service Contract will expire at the end of the Contract Term.

3. **Scope of Service.** The Services we will provide pursuant to this Service Contract includes each of the services identified on Schedule 1 attached hereto (collectively, the "Covered Services"). Covered Service will be provided by qualified professionals on a "best efforts" basis in accordance with industry standards or individual specifications agreed by Premier and Client in advance. Personnel are on-call 24-7, provided that special rates may apply for Service calls outside normal working hours (for purposes of this Agreement, normal working hours means 8 a.m. to 5 p.m., Monday – Friday.) To the extent any Covered Service is made available on an as needed/requested basis, Premier reserves the right to refuse to perform or provide such Covered Service if Client fails to reasonably cooperate or if Premier reasonably determines any request to be frivolous, excessive or abusive. To assure that the Service relationship remains responsive to Client's needs, as well as fair to both parties, each party shall be reasonably available at regular intervals (monthly, quarterly, or other time schedules agreed to by the parties) throughout the Contract Term and, if necessary, the parties shall act reasonably and in good faith to revise or adjust the scope of Covered Services to be provided and the prices to be charged in light of their mutual experience. Except as expressly set forth in this Service Contract, Premier makes no representations, warranties, guarantees or assurances regarding Service or the security of any equipment, facilities, system or network. If you are dissatisfied with your Service for any reason, you may cancel this Agreement for good cause as set forth in Section 5.

4. **Pricing; Payment.** This Service Contract is a fixed price contract, meaning that all Covered Services are included in the Contract Rate. The Contract Rate will be invoiced and paid in accordance with the payment schedule set forth on Schedule 2 attached hereto. You must pay all charges for your Service by the due date on the invoice. If you have signed up for electronic billing, we will not mail you a paper invoice. Invoice information will remain available in your account information or by calling us at our customer service number. Failure to pay invoices when due may result in late payment fees of up to 1.5% per month (18% per year) on the unpaid balance and/or other penalties, including suspension or termination of Service. If we don't receive your payment before the next billing cycle, you agree to pay any costs and expenses associated with our collections efforts, including attorneys' fees. We may charge you an insufficient funds or returned check fee, up to the maximum rate allowed by law, if your check,

PREMIER NETWORK SOLUTIONS, INC.  
Service Contract

bank draft, electronic funds transfer, or other order for payment is dishonored or returned for insufficient funds or any other reason. Our acceptance of late or partial payment and late payment charges will not constitute waiver of any of our rights to collect the full amount due.

5. **Termination of Service.** Notwithstanding the Contract Term, you may cancel Service at any time, with or without good cause, by providing Premier with not less than ten (10) days written notice. Termination without good cause may be subject to an early termination fee as set forth herein. Premier may suspend or terminate Service at any time in its sole and absolute discretion, by providing you with not less than ten (10) days written notice. If Premier terminates your Service without good cause, you will only be responsible for charges (if any) accrued and unpaid through the date of termination, including a pro-rated portion of the final month's charges. If you cancel Service without good cause, or if we terminate Service for good cause prior to expiration of the Contract Term, you may be charged an early termination fee ("ETF") calculated as follows: our average contract revenue for the 3 months immediately preceding termination multiplied by the number of months remaining on your Contract Term. When applicable, the ETF is immediately due and payable and is in addition to any other charges or fees you may owe us for Service provided prior to cancellation.

6. **Credit Check; Deposits.** In connection with your request or application for Service, we may conduct an investigation into your credit-worthiness, including obtaining one or more reports or ratings from one or more independent credit reporting or credit scoring agencies. By applying for Service, you authorize Premier to investigate or verify your credit history and to share credit information with credit reporting agencies.

7. **Client Equipment.** Service may require certain minimum technical and operating capabilities within your underlying telecommunications or internet access systems and/or certain minimum system requirements for your computers, devices and operating systems. Without limiting the preceding, Service involving hardware or software which is no longer supported by the vendor or which is not under contracted support with a qualified third party is considered outside of the scope of Covered Services, and will be performed only as a Change Order Service at rates agreed at the time of the Change Order. At your request (and subject to availability) we may select, install, configure, monitor, and maintain certain equipment and facilities. Where we provide equipment and facilities, the terms and conditions governing such equipment and facilities will be as provided in a separate Equipment Contract. Unless otherwise provided on Schedule 1, you are solely responsible for providing all hardware, software, operating systems and/or other devices or equipment ("customer supplied equipment" or "CSE") used in connection with your business. We make no representations, warranties or assurances regarding the capability or suitability of any CSE independently purchased or otherwise owned by you.

8. **Remote and Physical Access.** In order to facilitate the provision of Service in the most efficient manner possible, Client will permit VPN remote access or similar level internet-based access to Client's computer systems and network. In the absence of remote access, the time necessary to provide certain Services may increase significantly, and additional fees may apply. Certain Services may not be available to Client if Client does not permit such remote access. In addition to remote access, our employees and contractors may physically enter into, upon and over the Service premises periodically during the Contract Term to access networks, servers, routers and devices as necessary to perform Services. To the extent the same is consistent with your ownership of the Service premises, you grant Premier a temporary and permanent license to access the Service premises as provided herein. In the event you are not the owner of the Service premises, you warrant to Premier that you have obtained the consent of the owner of the premises for Premier to access the premises to perform Services and agree to hold Premier harmless from any claims or liabilities associated with such activities.

9. **Customer Information.** Any and all information disclosed by Client to Premier relating in any way to customers, past customers or prospective customers of Client (collectively, "Customer Information") shall be deemed to be confidential information. Premier shall not use Customer Information for any purpose other than as reasonably necessary to fulfill the terms of this Service Contract, and shall not disclose Customer Information to any third person without the prior consent of Client. Premier shall not make Customer Information available to any employees, contractors or agents of Premier, except those with a need to know. Premier shall implement appropriate measures to ensure the security and confidentiality of all Customer Information in its possession from time to time, including protecting against any anticipated threats or hazards to the security or integrity of the

PREMIER NETWORK SOLUTIONS, INC.  
Service Contract

Customer Information and protecting against unauthorized access to or use of the Customer Information that could result in substantial harm or inconvenience to any customer, past customer or prospective customer of Client.

**10. Indemnification.** You agree to hold harmless and indemnify us and our affiliates, officers, agents and employees from any claim, suit or action arising from or related to your abuse or misuse of any Service, or any other violation of your Service Contract, including any liability or expense arising from claims, losses, damages, suits, judgments, litigation costs and attorneys' fees arising from or in connection with the same.

**11. Disclaimer of Warranties.** EXCEPT AS SET FORTH HEREIN, WE MAKE NO WARRANTIES WITH RESPECT TO ANY SERVICE, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES CONCERNING THE SPECIFIC FUNCTION OF SERVICE, OR ITS RELIABILITY, AVAILABILITY, OR ABILITY TO MEET YOUR SPECIFIC NEEDS. TO THE EXTENT PERMITTED BY LAW, WE EXPRESSLY DISCLAIM ALL IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF SATISFACTORY QUALITY, NON-INFRINGEMENT, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

**12. Limitation on Remedies.** Premier and Client have discussed the risks and rewards associated with this project, as well as Premier's fee for Services. The limitations of remedies set forth herein are a material term of this Service Contract, which is a fixed price contract. Premier shall not be liable for any delay or failure to provide Service at any time or from time to time, or any interruption or degradation of Service quality that is caused by any of the following:

- acts or omissions of your employees, agents, service providers, vendors, contractors, subcontractors or other third parties not retained or controlled by Premier;
- force majeure events such as (but not limited to) acts of God, acts of nature, strikes, fire, war, riot, acts of terrorism and government actions; or
- any other cause that is beyond Premier's reasonable control, including, without limitation, a failure of or defect in any hardware, software or equipment not installed, configured maintained, monitored and supported by Premier.

TO THE EXTENT PERMITTED BY LAW, OUR TOTAL LIABILITY FOR ANY CLAIM ARISING IN CONNECTION WITH THIS SERVICE RELATIONSHIP, INCLUDING FOR ANY EXPRESS OR IMPLIED WARRANTIES, IS LIMITED TO THE AMOUNT YOU PAID US FOR THE SERVICE WE PROVIDED, WHETHER SUCH CLAIM OR REMEDY IS SOUGHT IN CONTRACT OR TORT, INCLUDING NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. TO THE EXTENT PERMITTED BY LAW, WE SHALL NOT BE LIABLE TO YOU FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, PUNITIVE, SPECIAL OR TREBLED OR ENHANCED DAMAGES, INCLUDING, BUT NOT LIMITED TO LOST PROFITS, LOST SAVINGS, LOST BUSINESS, OR OTHER COMMERCIAL OR ECONOMIC LOSS, WHETHER SUCH DAMAGES ARE CLAIMED FOR BREACH OF CONTRACT, NEGLIGENCE OR OTHERWISE AND WHETHER OR NOT WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

**13. Severability.** If any part or provision of this Service Contract is legally declared invalid or unenforceable, that part or provision will be construed consistent with applicable law as nearly as possible, and the remaining parts and provisions will remain in full force and effect. Such invalidity or non-enforceability will not invalidate or render unenforceable any other part or provision of this Service Contract.

**14. Entire Agreement.** Your Service Contract supersedes any prior agreements between us concerning your Service, and any and all prior or contemporaneous statements, understandings, writings, commitments or representations concerning its subject matter.

**15. Assignment.** Neither party shall have the right to assign any part or all of its interest in this Service Contract to any other person or entity, without the express prior written consent of the other party, except that Premier shall be permitted to assign its rights, and delegate its obligations, liabilities, and duties under this Service Contract, to any entity that is, or that was immediately preceding such assignment, an affiliate of Premier or to an entity acquiring all or substantially all of Premier's assets or equity, whether by sale, merger, consolidation or otherwise.

**16. No Implied Waiver.** Our failure to exercise or enforce any right under or provision of this Service Contract shall not constitute a waiver of any such right or provision.

PREMIER NETWORK SOLUTIONS, INC.  
Service Contract

17. **Governing Law; Jurisdiction.** This Service Contract and our contractual relationship with you shall be governed by and construed in accordance with the substantive laws of the State of Iowa, without regard to the principles of conflicts of law. Any suit under your Service Contract (other than to enforce a judgment or award) will be brought in the federal or state courts in the districts which include Sioux Center, Iowa. You hereby agree and submit to the personal jurisdiction and venue of such courts.

18. **Authority.** Each party represents and warrants to the other party that: (a) it has the right, power and authority to enter into and perform its obligations under this Service Contract and (b) the person executing this Service Contract on its behalf has been duly authorized to bind it to this contract.

19. **Counterparts.** Your Service Contract may be executed in one or more counterparts, each of which shall be an original. Any such counterpart, to the extent delivered by means of a facsimile machine or by .pdf, .tif, .gif, .jpeg or similar attachment to an electronic mail message, shall be treated in all manner and respects as an original executed counterpart and shall be considered to have the same binding legal effect as if it were the original signed version thereof delivered in person.

**IMPORTANT: PLEASE REVIEW YOUR SERVICE CONTRACT CAREFULLY. BY SIGNING BELOW, YOU AGREE TO COMPLY WITH ALL OF THE APPLICABLE TERMS, CONDITIONS AND PROVISIONS CONTAINED AND/OR INCORPORATED INTO YOUR SERVICE CONTRACT.**

**This Service Contract is binding only upon execution by both parties.** The submission of any price quote, this Service Contract for examination and negotiation does not constitute an offer or obligation to provide Service, and this Service Contract shall become effective and binding only after both parties have signed.

This Service Contract is being signed by the parties, through their duly authorized agents, effective as of the Date of Acceptance set forth below Premier's signature.

**Premier:**

**Client:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Schedule 1

Covered Services

For the Contract Term, Premier shall provide the following Covered Services to Client:

- Maintain, monitor, and configure network based equipment and network infrastructure including Ruckus Wi-Fi Network
- Maintain, install, move, support, configure and recover server hardware
- Ensure the operation and completion of backups
- Support the following server software: Microsoft Windows Server, Microsoft Exchange and Server Virtualization
- Maintain and update Active Directory and Group Policies
- Provide guidance and direction as needed for the IT Department
- Plan, research, and recommend hardware and software purchases, excluding student software
- Setup new and maintain user accounts, create user folders, e-Mail accounts, maintain security and distribution group(s)
- Install and maintain printers and their respective print queues on the print server
- Perform work for main location either onsite or utilize remote control tools if needed
- Perform all Covered Services that are non-service affecting during normal working hours Monday-Friday
- Perform all Covered Services that are service affecting during mutually agreed upon times
- Direct line to call for questions and concerns; prompt response to problems
- Annual consulting service\* for Contract Term

\* Annual consulting services include (a) meetings to discuss operational matters, business matters, IT matters and any other topic at the reasonable request of Client or its employees and/or agents and (b) unlimited phone support for Client employees and/or agents regarding IT assistance, IT support, etc.

PREMIER NETWORK SOLUTIONS, INC.  
Service Contract

Schedule 2

Payment Schedule

The Contract Rate shall be paid in 12 equal installments over the Contract Term.

Payment Due Date	Payment Amount
6/1/2018	\$1,000
7/1/2018	\$1,000
8/1/2018	\$1,000
9/1/2018	\$1,000
10/1/2018	\$1,000
11/1/2018	\$1,000
12/1/2018	\$1,000
1/1/2019	\$1,000
2/1/2019	\$1,000
3/1/2019	\$1,000
4/1/2019	\$1,000
5/1/2019	\$1,000
<b>TOTAL CONTRACT RATE</b>	<b>\$12,000</b>

**Change Order/Unanticipated Services:**

The Contract Rate is based on Covered Services to be provided at local Service premises and during normal working hours (for purposes of this Agreement, normal working hours means 8 a.m. to 5 p.m., Monday – Friday), unless specified otherwise in Schedule 1. If an unanticipated need arises (such as, but not limited to, travel to other locations, requests for Services that are not Covered Services or requests for Covered Services outside of normal working hours), Premier will make personnel available to perform this additional work at a mutually agreed upon price before the service is provided or any work is performed. Any such work will be billed separately to Client, as part of a Change Order, and will be payable when invoiced, or payable upon other mutually agreed terms.



**HEALTH SERVICES OF LYON COUNTY  
315 FIRST AVENUE, SUITE 208  
ROCK RAPIDS, IOWA 51246  
712-472-8200**

Mr. Dave Ackerman  
Central Lyon Superintendent  
Central Lyon School

Dear Mr. Ackerman,

Enclosed you will find the 2018-2019 Public Health School Nurse contract proposal for Central Lyon School District. Please return the signed school contract to our office by **July 15, 2018.**

**Central Lyon FY2018-2019 Total School Nurse estimated projection:**

39 weeks @ 19 hours per week = **741 hours**  
741 hours @\$39.00/hour = **\$ 28,899.00**

The addition of 4 hours is an increase of \$609.00. This is an estimation based on the number of weeks we expect the school nurse to work during FY2018-2019.

Per our telephone discussion on May 31, 2018 we have decreased the hourly rate from \$46.00 to \$39.00 per hour due to the decreased expenses associated the hiring of new personnel in FY17-18.

If you have any questions or concerns regarding the projected contracted hours or rate, please feel free to contact our office at **712-472-8200.**

Sincerely,

Melissa M. Stillson, RN  
Public Health Administrator  
Health Services of Lyon County



**HEALTH SERVICES OF LYON COUNTY  
SCHOOL CONTRACT AGREEMENT  
FY 2018-2019**

**THIS AGREEMENT** made and executed in duplicate as of August 1, 2018 through June 30, 2019, by and between Health Services of Lyon County, First Party, hereinafter referred to as "Health Services", and Central Lyon Community School, Second Party, hereinafter referred to as "school".

**WHEREAS**, Lyon County is the owner with the Board of Health having jurisdiction over Health Services of Lyon County, which is located at 315 First Avenue, Suite 208, Rock Rapids, Iowa and

**WHEREAS**, the School is interested in obtaining the services of qualified personnel of Health Services for the Public Health School Nurse function; and

**WHEREAS**, Health Services has qualified licensed personnel capable of providing nursing services; and

**WHEREAS**, the School's desire to provide a statement of their agreement in connection with the provision of services by Health Services to the School during the term of this contract.

**THEREFORE**, in consideration of mutual covenant and agreements of this contract, it is understood and agreed by and between both parties hereto as follows:

**FIRST:** Health Services shall employ agents or employees, licensed by the State of Iowa, to provide school nursing services to Central Lyon School. The reporting authority will be the Public Health Agency Nurse Administrator and the appropriate Principal and or Administrator of the School.

**SECOND:** The School reserves the right to refuse the service of any individual agent or employee of Health Services, while Health Services or employees of Health Services shall comply with the policies, rules and regulations of the School at all times.

**THIRD:** The School shall make available during the term of this contract adequate office space designated specifically for use by agents or employees of Health Services. The School will furnish the office with the minimal amount of adequate equipment, in which to operate said office.

The School is responsible for utilities, ordinary janitorial service and other services as may be required by the proper operation and conduct of the office.

**FOURTH:** The School shall purchase all necessary supplies for the office such as medical supplies, stationery supplies, and other expendable items.

**FIFTH:** The school nurse shall be present at Central Lyon Community School **2 and ½ days per week** while classes are in session, unless Health Services or Central Lyon Community School District has made prior scheduling arrangements.

**SIXTH:** The school nurse is the licensed professional practitioner in the school community to oversee health services, policies and programs. The school nurse practices to provide students healthcare to minimize absenteeism and promote equal access to education. Specific duties of the Health Services of Lyon County and the School Nurse are to ensure compliance with the State of Iowa and Department of Education mandated requirements that **may include the following:**

- The School nurse will ensure they are assisting the school with meeting student health requirements as identified by the Iowa Department of Education. These may include Allergies, Asthma, Concussion and other Brain Injuries, Diabetes, Emergency Preparedness Planning, Head Lice Prevention and Control, Influenza surveillance/education, Management of Chronic Conditions, Mental Health collaboration and resources, and Seizure disorders.
- The School nurse may also provide health education to students, conduct health screenings and student health histories/assessments when needed; assist with individual health plans, minor medical treatment and medication administration.
- The School nurse will assist the school with Medicaid billing, provide input as needed for student IEP/504 plans, and assist the school/Public Health office with State of Iowa immunization compliance. Health Services of Lyon County and the School Nurse staff will maintain compliance with all State of Iowa mandated requirements regarding student health and safety. The School shall maintain sole authority for the approval of new programs or services.

**SEVENTH:** The Central Lyon Community School shall provide payment to Health Services of Lyon County in the sum of **\$39.00 per hour**. The projected annual contract fee for FY18-19 is **\$28, 899.00**. Health Services bases this reimbursement on the estimated number of weeks multiplied by the number of hours the School Nurse provides nursing services to Central Lyon Community School. Health Services will bill the school monthly; the school shall pay Health Services of Lyon County in full within sixty days of receipt of the statement.

**EIGHTH:** The School hereby acknowledges that Health Services of Lyon County is the sole, exclusive provider of school nursing services on the premises of the School while this contract is in force.

- The Iowa school nurse holds a **current registered nursing license** recognized by the Iowa board of nursing to professionally practice, promote, and protect the health of the school population using knowledge from the nursing, social, and public health sciences.
- Any health service provided to students in the school setting that constitute nursing or any activity representing nursing is a regulatory responsibility of the Iowa board of nursing.

**NINTH:** This agreement shall remain in full effect from August 1, 2018 through June 30, 2019. However, Health Services or Central Lyon Community School shall have the right and privilege of cancelling and terminating this agreement on 30 days written notice to the other; upon expiration of the said notice, this agreement shall become of no further force or effect whatsoever, and each of the parties hereto shall be relieved and discharged therefrom.

**IN WITNESS WHEREOF,** Health Services has executed this agreement, by its officer thereunto duly authorized and Central Lyon Community School has executed this agreement, by its officer thereunto duly authorized as of the day and year first written above.

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**HEALTH SERVICES OF LYON COUNTY**  
Melissa M. Stillson, RN, Administrator

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**CENTRAL LYON COMMUNITY SCHOOL**  
Dave Ackerman, Superintendent

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Date

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Date

# Memorandum

**To:** Central Lyon Board of Education  
**From:** Jason Engleman, Activities Director  
**Date:** June 6, 2018  
**Re:** Athletic Safety Equipment Funding

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In an effort to get back on schedule with the purchasing and refurbishing of necessary football safety equipment, Coach Eben and myself went through the process of updating our current safety equipment inventory at the completion of this year's football season. During this process, it was evident that a number of our football helmets no longer met safety standards for this coming sports season while other helmets needed to be sent away to be refurbished to meet safety requirements. Along with helmets, we disposed of a number of outdated and unsafe shoulder pad equipment.

The cost to update and purchase new safety equipment for our student-athletes was nearly \$16,000. Due to a change in legislation allowing safety equipment purchasing from the general fund, I would like to request the board consider offsetting this cost to the activity fund by utilizing general fund monies in the amount of \$10,000.

Further efforts will be made to keep the purchasing of all necessary sports safety equipment on a timely schedule to prevent larger purchases, such as this, from occurring.

**Board Resolution to Transfer Funds for Athletic Equipment**

Director \_\_\_\_\_ introduced and caused to be read the Resolution hereinafter set out and moved its adoption; seconded by Director \_\_\_\_\_ after due consideration thereof by the Board, the President put the question upon the adoption of said Resolution and, the roll having been called, the following Directors voted:

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

Whereupon the President declared said Resolution duly adopted as follows:

**RESOLUTION**

WHEREAS, Iowa Code provides school districts greater flexibility to transfer excess funds to other specified purposes;

WHEREAS, the Board, in consultation with its community, has determined that funds of \$10,000 in the general fund shall be transferred to the student activity fund to purchase protective and safety equipment required for any extracurricular interscholastic athletic contest or competition that is sponsored or administered by an organization as currently defined by Iowa Code.

NOW, THEREFORE, be it resolved by the Board:  
Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Board President

\_\_\_\_\_

Attest:

Board Secretary

\_\_\_\_\_

# Memorandum

**To:** Central Lyon Board of Education  
**From:** David Ackerman  
**Date:** June 11, 2018  
**Re:** Classified Employee Benefit Wages & Benefit Changes

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- Total package of approximately \$22,920
- In 2016, the personnel committee created a longevity schedule for classified staff which grouped employees by years of service to the District. Groups were classified as 1-10 years of service, 11-19 years of service and 20+ years of service. The personnel committee recommends the following longevity wage increases for classified employees:
  - 1-10 years of service: 20 cents per hour
  - 11-19 years of service: 25 cents per hour
  - 20+ years of service: 30 cents per hour
- Personal and holiday leave schedule unchanged

rec'd  
5/16/18


Dear Mr. Ackerman,

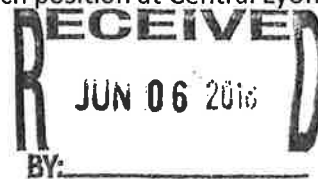
After 51 years of baseball I regretfully need to resign the position of Middle School Baseball coach. It has been a great pleasure to work with the high school and middle school players from Central Lyon. My resignation will be effective at the completion of the 2018 season.

Thanks

  
Bruce Eckenrod

I, Allison Bixenman, am resigning from the Assistant Girls Track Coach position at Central Lyon for the 2018-2019 school year.

  
10-10-18





# Memorandum

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**To:** Central Lyon Board of Education  
**From:** Jeremy Sprock  
**Date:** June 11, 2018  
**Re:** Staff hiring recommendation

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The transportation department advertised for a recent vacancy left open by resignation.

Dustin Bosch has been a substitute bus driver for the district since 2006 and has applied for the route driver position.

I recommend the hiring of Dustin Bosch for a Bus Driver position.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** Jason Engleman  
**Date:** May 30, 2018  
**Re:** Assistant Boys Basketball Coach

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Kyler Huisman recently applied and was interviewed for the available assistant high school boys basketball position. Kyler's knowledge of basketball and his experience this past season as a volunteer assistant for the boy's program would make him a quality addition to the coaching staff.

It is my recommendation the board approves the hiring of Kyler Huisman as an assistant high school boys basketball coach.

# Memorandum

To: Board of Education

From: Early Childhood Committee, Steve Harman, PK-6 Principal/

Date: 5-30-18

Re: Early Childhood Position- Kindergarten

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Due to the recent transfer of a teacher to the 1<sup>st</sup> grade, there is an opening for a Kindergarten Teacher. A committee consisting of Kathy Van Berkum, Natalie Larson, Megan Whitsell, Kate Gerber, and Steve Harman interviewed individuals for an Early Childhood Position. Paige Meester has completed a student teaching position at Central Lyon during the spring '18 semester and has graduated from DSU with an Elementary Certification and an Early Childhood Degree from SDSU.

It is recommended to approve Paige Meester for a Kindergarten Position in the elementary.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** Jason Engleman  
**Date:** May 30, 2018  
**Re:** Long Term Substitute

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This fall the district has a need to fill a high school special education position with a long-term substitute.

I would recommend Barb Foltz as a special education long-term substitute to start the 2018-19 school year.

# Memorandum

**To:** Board of Education  
**From:** David Ackerman, Superintendent  
**Date:** June 11, 2018  
**Re:** Transfers

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The following voluntary transfer requests have been received for open positions:

- Geoff Kruse From (.5 FTE) TLC Tech Integrationist to Tech Administrator (1 FTE)
- Stephanie Baker from 1<sup>st</sup> Grade to TLC Math Lead Teacher/Tech Integrationist
- Natalie Larson from Kindergarten to 1<sup>st</sup> Grade

It is recommended to approve the voluntary transfers listed above.

**To:** Board of Education  
**From:** Jason Engleman, Principal/AD  
**Date:** June 11, 2018  
**Re:** Volunteers

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It is recommended that the following individuals be approved as volunteers for the Central Lyon Community School District:

- Dwayne Postma, volunteer football coach
- Tom Menage, volunteer football coach
- Paul Konechne, volunteer wrestling coach
- Brad Raveling, volunteer track coach
- Mitch Lupkes, volunteer track coach
- Dwayne Postma, volunteer FFA assistant
- Kristin Rockhill, volunteer FFA assistant
- Matt Boer, volunteer athletic trainer
- Dr. Ross Reynolds, volunteer medical personnel
- Dr. Cody Hoefert, volunteer medical personnel
- Dr. Nick Weber, volunteer medical personnel
- Dr. Chet DeJong, volunteer medical personnel
- Dr. David Springer, volunteer medical personnel