

CENTRAL LYON COMMUNITY SCHOOL DISTRICT
Regular Board Meeting 7:00 P.M.
Thursday, June 13, 2013 in the Central Lyon Board Room
Work Session 5:30 PM - Closed Session Code of Iowa 21.5 1 (I) Superintendent Evaluation
Regular Board Meeting 7:00 P.M.

I.	Call to Order	
	Roll Call	
	Pledge of Allegiance	<u>Page Number</u>
II.	Approval of:	
	A. Agenda	1
	B. Minutes of Past Meetings	2-3
	C. Financial Report	4-6
	D. Summary List of Bills	7-20
III.	Recognition/Congratulations to Staff, Students, and Community	
IV.	Communications	
	A. Public Participation on Non-Agenda Items	
	B. Correspondence	
V.	Reports	
	A. Steven R. Jastram, AIA, Architecture Incorporated	
	B. Principals	
	1. Iowa Core Curriculum	
	C. Board Members	
	D. Superintendent	
	E. Other	
VI.	Old Business	
VII.	New Business	
	A. Appoint Legal Counsel	21
	B. Appoint Board Secretary/Treasurer	21
	C. Appoint District Investigators	22
	D. Appoint Affirmative Action/Equity Coordinator	23
	E. Approve Partnership Agreement With NCC for Class Size Project and Individual Student Enrollments	24-34
	F. Approve Partnership Agreement With NCC for Alternative High School	35-41
	G. Approve 2013-2014 Handbooks	
	H. Approve IASB Suggested Revision of Policy 704.2	42-46
	I. Discuss Early Retirement Policy	47-48
	J. Approve District/Superintendent Goals	
	K. Approve Breakfast and Lunch Prices for 2013-2014	49
	L. Approve Fees for 2013-2014	50
	M. Approve Classified Staff Benefits for 2013-2014	51
	N. Approve Administrator, Supervisors Benefits for 2013-2014	52
	O. Communications	
	P. Approve Bids	
	1. Fuel	53-57
	2. Disposal	53-57
	Q. Personnel	
	1. Hiring	
	a. Bill Allen, Robotics Club Advisor	58
	b. Linnie Ditsworth, 3 rd Grade Teacher	58
	c. Kelli Docker, 9 th Grade Volleyball Coach	59
	d. Peggy Groves, Competition Cheer Advisor	59
	e. Jessica Kruse, Football Cheer Advisor	59
	2. Resignations	
	a. Ashley Kruse, Paraprofessional	60
VIII.	Announcements/Dates to Remember	
	• July 15, 2012 - Regular Board Meeting 7:00 PM	
IX.	Adjournment	

CENTRAL LYON BOARD MINUTES MAY 15, 2013

The Central Lyon Board of Directors met in regular session in the Board Room of the Central Lyon Community School at 5:00PM with the following members present: President Steve Sieperda, Vice-President Judy Gacke, Directors Chet DeJong, Gail Van Berkum and David Jans, Superintendent David Ackerman and Board Secretary Jackie Wells. Other individuals present were EL/MS Principal Dan Kruse, Kristi Wright, Dale Jansma, Kelli Docker, Emily Deutsch, Curtis Eben, Ashley Teunissen, MacKenzie Lutmer, Emily DeJong, and Stephanie Baker.

The meeting was called to order at 5:00 P.M. Gacke moved to approve the agenda additional agenda item H and with additional bills presented; Jans seconded, carried 5-0.

DeJong moved to approve the minutes from the April 8, 2013 regular board meeting; Jans seconded, carried 5-0.

Van Berkum moved to approve the financial report through April 30, 2013; Gacke seconded, carried 5-0.

Jans moved to approve the summary list of bills, additional bills included; DeJong seconded, carried 5-0.

In recognition, 5th grade students were recognized for their participation in honor choir in LeMars, IA. Lexi Ackerman, Kelsey Ackerman, Kori Schulte and Sara Halse were recognized for their outstanding basketball season and achievements and multiple individual honors.

In Reports, Technology Director Curtis Eben presented 1:1 initiative student survey results. Mr. Eben presented a 1:1 initiative budget and other technology needs for the 2013-2014 school year.

EL/MS Principal Dan Kruse reported on preschool, Transitional Kindergarten, and Kindergarten enrollment projections for the 2013-2014 school year with a request to hire a 2nd part time Transitional Kindergarten teacher. Mr. Kruse proposed utilizing casino funds for the purchase of heavy duty art boxes for grades K – 5. He informed the board that the After School Program averaged high 20s in enrollment each day and helped many students throughout the year. There will be no Summer Reading program offered again this summer due to lack of available staff.

Superintendent/HS Principal Ackerman stated that graduation will be at 3:00 P.M. on Sunday, May 19th with 53 students. Mr. Ackerman recognized the custodial staff's efforts in clean-up after the April ice and snow storms. The Beef Bowl is scheduled to be broadcast on Thursday, August 29. Commercial spots will be available to local

businesses and sponsors with a portion of the dollars coming back to the district. District Goal Setting and Superintendent Evaluation will be held on June 13, 2013 at 5:30 P.M in a closed session allowed for under Iowa law.

In Old Business, the board discussed possible uses of casino funds in the future.

In New Business, Van Berkum moved to approve the IA Association for Education (IAEP) Purchasing Agreement. Gacke seconded, carried 5-0. Jans moved to approve the 2013-2014 Health Services Agreement and Van Berkum seconded, carried 5-0. DeJong moved to approve the 2 year bargaining agreement with CLEA with a 3.9% increase for 2013-2014 and a 4.4% increase for 2014-2015. Gacke seconded, carried 5-0. Gacke moved to approve the annual service contract for technology/network assistance with Premier Communications and Van Berkum seconded, carried 5-0. Van Berkum moved to approve the FFA Senior Trip and Jans seconded, carried 5-0. Gacke moved to approve the increase to Sheila Maxwell's contract from .25FTE to .625FTE and DeJong seconded, carried 5-0. Gacke moved to approve the annual transportation agreement with Mid-Sioux Opportunity/Head Start; DeJong seconded, carried 5-0.

In Personnel, Van Berkum moved to approve the resignation of Ben Gerleman, Activities Director; Jans seconded, carried 5-0.

DeJong moved to approve the hiring of Steve Harman, Assistant Principal/Activities Director and Jans seconded. DeJong moved to approve the hiring of Melissa Skidmore, Patty Perrett, Jaren Schrick, Ross Ackerman and Kylie Eckenrod as Part Time Summer Custodial Assistants and Gacke seconded. DeJong moved to approve Jaci VanVeldhuizen, Cindy Witt, Kelli Docker, Denise Kirchhoff and Melissa Lockey as Extended School Year (ESY) Teachers and Van Berkum seconded. DeJong moved to approve Brenda VandeWeerde, Jamie Helmers, Kandi Koll as ESY Paraprofessionals and Cindi Iwen as ESY Nurse. Gacke seconded. All personnel hiring motions carried 5-0.

There will be a closed session for the Superintendent's Evaluation at 5:30PM on Thursday, June 13, 2013. The next regular scheduled board meeting will be at 7:00PM on Thursday, June 13, 2013.


Van Berkum moved to adjourn at 6:26 P.M.; Jans seconded, carried 5-0.

General Fund Balances

	Cash Balance		
	2010-2011	2011-2012	2012-2013
July	1,226,946.79	1,113,465.88	1,300,598.02
August	880,351.62	661,296.81	824,344.14
September	907,492.30	816,651.80	1,051,266.28
October	1,490,759.90	1,608,700.48	1,672,904.04
November	1,389,662.01	1,531,915.33	1,437,940.00
December	1,455,170.07	1,517,472.19	1,685,655.30
January	1,303,387.34	1,472,779.34	1,566,784.38
February	1,223,107.26	1,363,826.47	1,398,732.80
March	1,210,591.93	1,360,101.10	1,428,906.83
April	1,780,023.28	1,975,469.82	1,972,587.53
May	1,772,682.03	1,863,920.25	1,948,375.09
June	1,475,805.95	1,873,248.80	

	Revenue Year-to-Date		
	2010-2011	2011-2012	2012-2013
July	2,059.67	34,017.98	1,423.57
August	64,521.83	35,961.93	92,054.96
September	484,587.02	636,318.79	655,757.07
October	1,116,973.35	1,299,858.78	1,149,233.02
November	448,659.37	436,372.12	521,296.13
December	739,837.47	696,322.26	768,824.29
January	533,003.82	465,147.75	481,824.91
February	566,428.02	487,869.37	460,700.01
March	483,388.68	505,947.03	526,707.36
April	1,135,323.57	1,139,697.40	1,123,074.10
May	540,027.98	498,443.81	521,243.05
June	419,041.41	817,601.80	
	6,533,852.19	7,053,559.02	6,302,138.47

	Expenditures Year-to-Date		
	2010-2011	2011-2012	2012-2013
July	254,717.48	152,613.05	110,492.96
August	174,502.35	142,036.63	259,801.47
September	457,758.97	482,639.25	512,297.94
October	531,851.12	507,167.37	532,895.51
November	511,376.88	514,323.24	713,970.19
December	708,609.03	712,375.43	562,582.19
January	649,544.82	507,318.05	559,867.40
February	677,526.52	597,218.19	629,867.72
March	463,907.16	509,521.01	495,832.32
April	599,359.44	526,639.94	574,857.59
May	516,176.12	606,463.70	543,137.87
June	1,261,231.27	1,605,583.11	
	6,806,561.16	6,863,898.97	5,495,603.16


3 yr Comparison Board Report

Central Lyon Community School
School Treasurer's Report
May, 2013

General Fund		Activity Fund		Hot Lunch Fund	FFA Farm Fund
Balance - 4/30/13	\$1,972,587.53	\$50,857.27	\$58,782.82	\$5,308.51	
<u>Receipts:</u>					
Property Tax	\$141,984.33	\$13,940.75	\$22,579.26	\$0.00	\$0.00
State Aid	\$288,320.00	\$2.06	\$4.37	\$0.00	\$0.00
Interest	\$955.59				
Phase I, II	\$0.00				
AEA Flowthrough	\$0.00				
Other:					
Open Enrollment In	\$0.00				
Miscellaneous	\$89,983.13				
Total Receipts	\$521,243.05	\$13,942.81	\$22,583.63	\$0.00	\$0.00
<u>Expenditures:</u>					
Salaries	\$371,940.06	\$0.00	\$13,324.58	\$0.00	\$0.00
Benefits	\$97,743.01	\$25,276.03	\$16,925.40	\$2,627.37	\$0.00
Purchased Services	\$10,654.74	\$0.00	\$0.00	\$0.00	\$0.00
Open Enrollment Out	\$20,590.50				
Supplies	\$40,984.54				
Other	\$1,225.02				
Total Expenditures	\$543,137.87	\$25,276.03	\$30,249.98	\$2,627.37	\$0.00
Cash Balance - 5/31/13	-\$385.39	\$39,524.05	\$51,258.78	\$5,308.51	
<u>Investments:</u>					
Frontier Bank	\$1,838,082.83	\$137,846.45	\$0.00	\$0.00	\$0.00
USBank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Premier Bank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ISJIT	\$110,677.65	\$0.00	\$0.00	\$0.00	\$0.00
Investment Balance	\$1,948,760.48	\$137,846.45	\$0.00	\$0.00	\$0.00
Total Available	\$1,948,375.09	\$177,370.50	\$51,258.78	\$5,308.51	

Jackie Wells
School Treasurer



Central Lyon Community School
Special Revenue Funds__YTD
May, 2013

Management Fund	Physical Plant & Equipment Levy Fund	Playground & Recreational Equipment Levy	School Infrastructure Local Option Sales Tax Fund	Debt Service Fund
Balance: July 1, 2012	\$142,803.75	\$121,042.24	\$673,340.59	\$11,682.32
Receipts:	Receipts:	Receipts:	Receipts:	Receipts:
Taxes YTD	Taxes YTD	Taxes YTD	One Cent Sales Tax	Taxes YTD
Misc. Income/Refund of Prior	Board Approved	\$28,243.09		
	Voter Approved			
	Interest YTD		Interest YTD	Interest YTD
	Miscellaneous	\$0.00	Miscellaneous	SILO/PPEL Transfers
Disbursements:	Disbursements:	Disbursements:	Disbursements:	Disbursements:
Early Retirement	Equipment	Equipment	Transfer for Debt	Interest
District Insurance Policy	Building/Land Repairs	\$308.71	Construction Service	Principal
Workman's Comp	Other Repairs	\$0.00	Equipment	Fees
Unemployment	CLN Principal/Interest	\$0.00		on Bonds & CLN
Payables	Payables	\$0.00	Payables	Payables
Receivables	Receivables	\$0.00	Receivables	Receivables
Balance: May 31, 2013	\$131,716.16	\$148,976.62	\$559,762.37	\$222,453.97
Cash Balance:	\$8,360.21	\$2,976.62	\$178,668.49	\$214,305.63
Investments:				
Frontier Bank	\$123,355.95	\$146,000.00	\$357,106.93	\$7,383.56
USBank	\$0.00	\$0.00	\$0.00	\$0.00
Premier Bank	\$0.00	\$0.00	\$0.00	\$0.00
ISJIT	\$0.00	\$0.00	\$23,986.85	\$763.78
Investment Balance:	\$123,355.95	\$146,000.00	\$381,093.78	\$8,147.34
Total Available:	\$131,716.16	\$148,976.62	\$559,762.27	\$222,452.97

Jackie Wells
Treasurer

GENERAL FUND BOARD REPORT
6/13/13 PREPAIDS

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1				
Checking	1	Fund: 10	OPERATING FUND		
AFLAC INSURANCE		938946	ADDT'L EMP PAID INSURANCE	2,285.70	
			Vendor Total:		2,285.70
AFLAC		5987	ADDT'L EMP PAID INSURANCE	625.08	
			Vendor Total:		625.08
HICKORYTECH		20130530	LOCAL/LONG DISTANCE	207.52	
			Vendor Total:		207.52
KIWANIS CLUB OF ROCK RAPIDS		75	3RD QTR DUES	75.00	
			Vendor Total:		75.00
KRUSE, GEOFF		20130530	STAFF DEVELOPMENT TRAINING	434.44	
			Vendor Total:		434.44
LEGALSHIELD		20130530	ADDT'L INSURANCE	106.60	
			Vendor Total:		106.60
OFFICE OF AUDITOR OF STATE		FY12 AUDIT	FY12 AUDIT FILING FEE	625.00	
			Vendor Total:		625.00
OFFICE SYSTEMS CO		119142-144	COPIER MAINTENANCE	532.91	
			Vendor Total:		532.91
ROCK RAPIDS UTILITIES		THRU 5/1/13	THRU 5/1/13	11,210.57	
			Vendor Total:		11,210.57
SANFORD HEALTH PLAN		4861974, 201305	HEALTH INSURANCE, FLEX FEES	40,364.00	
			Vendor Total:		40,364.00
			Fund Total:		56,466.82
Checking	1	Fund: 69	ENTERPRISE/FFA PROPERTY		
ROCK RAPIDS UTILITIES		THRU 5/1/13	THRU 5/1/13	43.30	
			Vendor Total:		43.30
			Fund Total:		43.30
			Checking Account Total:		56,510.12
<u>Checking</u>	2				
Checking	2	Fund: 61	SCHOOL NUTRITION FUND		
AFLAC INSURANCE		938946	ADDT'L EMP PAID INSURANCE	497.24	
			Vendor Total:		497.24
AFLAC		5987	ADDT'L EMP PAID INSURANCE	71.17	
			Vendor Total:		71.17
			Fund Total:		568.41
			Checking Account Total:		568.41

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1			
Checking	1	Fund: 10 OPERATING FUND		
B AND H PHOTO-VIDEO	20130606	HS MEDIA CENTER SUPPLIES	352.76	
		Vendor Total:		352.76
BROKEN NOTE INSTRUMENT REPAIR	20130606	3 FLUTIST FRIENDS	31.25	
		Vendor Total:		31.25
CAMPBELL SUPPLY OF ROCK RAPIDS	20130607	SUPPLIES, SPRAY, EQUIPMENT	269.23	
		Vendor Total:		269.23
CCS - PRESENTATION SYSTEMS	8735	INTERACTIVE WIRELESS PENS	201.86	
		Vendor Total:		201.86
CENTER SPORTS	AAA0178473-AA00	BALL COMPLEX SUPPLIES	321.43	
		Vendor Total:		321.43
CENTURY BUSINESS PRODUCTS	176022	KYOCERA PRINTER MAINT	1,388.11	
		Vendor Total:		1,388.11
COLLEGE BOARD AP EXAMS	20130606	AP EXAMS	1,427.00	
		Vendor Total:		1,427.00
COOPERATIVE ENERGY COMPANY	5/13 FUEL	5/2013 DIESEL, GAS, REPAIRS	4,150.98	
		Vendor Total:		4,150.98
D/B/A PREMIER COMMUNICATIONS, PREMIER NETWORK SOLUTIONS	1720	6/13 CONSULT	1,000.00	
		Vendor Total:		1,000.00
DBA SCHOOL REACH, GROUPCAST, LLC	20130606	SCHOOLREACH RENEWAL	1,575.00	
		Vendor Total:		1,575.00
DOON PRESS	20130607	LEGAL NOTICE	191.00	
		Vendor Total:		191.00
G&R CONTROLS, INC	20130607	HVAC SERVICES	477.45	
		Vendor Total:		477.45
HEALTH SERVICES OF LYON CO	638	5/2013 NURSE	3,150.00	
		Vendor Total:		3,150.00
HERFF JONES EDUCATIONAL DIVISION	614822, 614604	2013 DIPLOMAS AND COVERS	22.49	
		Vendor Total:		22.49
HOGLUND BUS CO, INC.	686293	REPAIR PARTS	59.25	
		Vendor Total:		59.25
HOME-OLOGY	47030	RETIREMENT OPEN HOUSE	40.66	
		Vendor Total:		40.66
IOWA ASSOCIATION OF SCHOOL BOARDS	0009376	MERIT CARD - FOLTZ	8.50	
		Vendor Total:		8.50
IOWA DEPARTMENT OF HUMAN SERVICES	20130606	MEDICAID REIMB	12,549.49	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	12,549.49
JAYCOX IMPLEMENT, INC	20130607	BUS #3 REPAIR	591.29	
			Vendor Total:	591.29
JOHNSON, ANGELA	20130606	TQPD MILEAGE	138.40	
			Vendor Total:	138.40
JW PEPPER & SON	11868016	VOCAL MUSIC	33.98	
			Vendor Total:	33.98
KUEHL, KEN	20130607	MEAL REIMB, FUEL REIMB	64.48	
			Vendor Total:	64.48
KULLY SUPPLY INC	SI-261065	PLUMBG PARTS	137.62	
			Vendor Total:	137.62
LOCAL GOVERNMENT SERVICES, INC	002660	BACKGROUND CHECKS	35.00	
			Vendor Total:	35.00
LYON RURAL ELECTRIC COOPERATIVE	20130607	BALL COMPLEX SUPPLIES	131.70	
			Vendor Total:	131.70
MARTIN BROS. DISTRIBUTING, INC	20130606	FRUIT & VEGGIE, BACKPACK PROG	799.94	
MARTIN BROS. DISTRIBUTING, INC	20130607	CUSTODIAL SUPPLIES	1,058.48	
			Vendor Total:	1,858.42
MCCARTY MOTORS	20130607	VAN #3 AND #5 COOLANT, REPAIR	168.78	
			Vendor Total:	168.78
NEW CENTURY PRESS INC/LYON CO. REPORTER	20130606	LEGAL, ADVERTISING	235.33	
NEW CENTURY PRESS INC/LYON CO. REPORTER	FY14 SUBSC	40 WEEKS SUBSCRIP	32.40	
			Vendor Total:	267.73
NORTHWEST AEA	20130606	LAMINATING	29.05	
NORTHWEST AEA	5/13 STMT	5/2013 CREATIVE SERVICES	1,074.57	
			Vendor Total:	1,103.62
NORTHWEST EVALUATION ASSOCIATION	0050995	MAP RENEWAL 2013-2014	1,720.00	
			Vendor Total:	1,720.00
OFFICE SYSTEMS CO	119542	STAPLES	188.52	
			Vendor Total:	188.52
POPKES CAR CARE	5/13 FUEL	5/13 GAS	1,730.34	
			Vendor Total:	1,730.34
PREMIER COMMUNICATIONS	10759961	MONTHLY INTERNET	840.00	
			Vendor Total:	840.00
RAPID GROW LAWN AND TREE SERVI	17130	OVERSEED FIELDS	875.00	
			Vendor Total:	875.00

GENERAL FUND BOARD REPORT
JPW 6/13/13 INVOICES-0001

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
ROCK RAPIDS HARDWARE	20130607	SUPPLIES	190.70	
		Vendor Total:		190.70
ROCK RAPIDS UTILITIES	0016317	BALL COMPLEX RECONNECT	20.00	
		Vendor Total:		20.00
ROCK VALLEY COMMUNITY SCHOOL	FY13 QTR4 OE	FY13 QTR4 OPEN ENROLL	74,625.86	
		Vendor Total:		74,625.86
SCHOOL ADMINISTRATORS OF IOWA	FY14 RENEWALS	FY14 ADMINISTRATOR RENEWALS	2,117.00	
		Vendor Total:		2,117.00
STURDEVANT'S AUTO SUPPLY	20130607	PARTS, SUPPLIES	79.16	
		Vendor Total:		79.16
SUNSHINE FOODS	5/13 FACS	5/13 FACS SUPPLIES	658.97	
		Vendor Total:		658.97
T & R TROPHIES PLUS - ADRIAN, MN	472	2013 SENIOR PLAQUES-MUSIC	208.05	
T & R TROPHIES PLUS - ADRIAN, MN	473	MAY STUDENT OF THE MONTH PLAQUES	20.70	
		Vendor Total:		228.75
TOWN AND COUNTRY DISPOSAL	975721	DISPOSAL	391.50	
		Vendor Total:		391.50
US BANK CREDIT CARD PMT CENTER	20130606	SUPPLIES FOR PRESCHOOL	11.76	
US BANK CREDIT CARD PMT CENTER	20130606- 0001	SPeD SUPPLIES	638.52	
US BANK CREDIT CARD PMT CENTER	20130606- 0002	TRAVEL, GRADUATION, TEXTBOOKS	435.79	
US BANK CREDIT CARD PMT CENTER	20130607	TEXTBOOKS	709.00	
US BANK CREDIT CARD PMT CENTER	20130607- 0001	TEXTBOOKS	157.94	
US BANK CREDIT CARD PMT CENTER	20130607- 0002	TEXTBOOKS	204.49	
US BANK CREDIT CARD PMT CENTER	20130607- 0003	TEXTBOOKS	39.90	
US BANK CREDIT CARD PMT CENTER	20130607- 0004	TEXTBOOKS	62.29	
US BANK CREDIT CARD PMT CENTER	20130607- 0005	TEXTBOOKS	20.47	
US BANK CREDIT CARD PMT CENTER	20130607- 0006	TEXTBOOKS	614.64	
		Vendor Total:		2,894.80
VANDERWOUDE, JAMES	20130607	MEAL REIMB	8.34	
		Vendor Total:		8.34
		Fund Total:		118,316.42
Checking	1	Fund: 69	ENTERPRISE/FFA PROPERTY	
CAMPBELL SUPPLY OF ROCK RAPIDS	20130607	SUPPLIES, SPRAY, EQUIPMENT	634.62	
		Vendor Total:		634.62
DOON ELEVATOR CO.	82785	FFA FARM SERVICE	439.50	
		Vendor Total:		439.50
FARMERS ELEVATOR COOPERATIVE	107241	FFA FARM SERVICE	687.03	

06/07/2013 12:22 PM

JPW 6/13/13 INVOICES-0001

User ID: JPW

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
		Vendor Total:	687.03
MOON CREEK VETERINARY CLINIC	5/31/13 STMT	FFA FARM SERVICE	687.02
		Vendor Total:	687.02
ROCK RAPIDS HARDWARE	20130607	SUPPLIES	12.99
		Vendor Total:	12.99
ROCK RIVER VETERINARY CLINIC	28210	FFA FARM SERVICE	179.32
		Vendor Total:	179.32
		Fund Total:	2,640.48
		Checking Account Total:	120,956.90
<u>Checking</u>	<u>4</u>		
Checking	4	Fund: 36 PHYSICAL PLANT & EQUIPMENT	
CANON FINANCIAL SERVICES INC	124746991	COPIER LEASE	872.14
		Vendor Total:	872.14
		Fund Total:	872.14
		Checking Account Total:	872.14

May 2013 Payroll Totals**General Fund**

Gross Salaries	\$373,421.25
District Benefits	\$37,263.43
District SS/Medicare	\$27,861.93
District IPERS	\$32,144.78
Employee Share Insurance	\$44,263.71
Total District Cost	<u>\$426,427.68</u>

Hot Lunch Fund

Gross Salaries	\$11,088.16
District Benefits	\$0.00
District SS/Medicare	\$808.62
District IPERS	\$958.53
Employee Share Insurance	\$710.72
Total District Cost	<u>\$12,144.59</u>

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	2				
Checking	2	Fund: 61	SCHOOL NUTRITION FUND		
ACEVEDO, ALLYSON		REFUND 2013	SENIOR REFUND	12.60	
			Vendor Total:		12.60
AFLAC INSURANCE		533943	ADDT'L EMP INSURANCE	497.24	
AFLAC INSURANCE		938946	ADDT'L EMP PAID INSURANCE	497.24	
			Vendor Total:		994.48
AFLAC		5987	ADDT'L EMP PAID INSURANCE	71.17	
			Vendor Total:		71.17
AHDEBS, CLARK		REFUND 2013	SENIOR - LUNCH REFUND	5.10	
			Vendor Total:		5.10
ARAMARK UNIFORM SERVICES		APRIL 2013	UNIFORM SERVICE	727.54	
			Vendor Total:		727.54
BIXENMAN, CHRIS		REFUND 2013	SENIOR - LUNCH REFUND	82.05	
			Vendor Total:		82.05
HILBRANDS, DAWN		REFUND 2013	SENIOR REFUND	8.60	
			Vendor Total:		8.60
HODGSON, HEATHER		REFUND 2013	SENIOR - LUNCH REFUND	4.10	
			Vendor Total:		4.10
HOOGENDOORN, JODIE		REFUND 2013	SENIOR REFUND	38.40	
			Vendor Total:		38.40
HRDLICKA, JEFF		REFUND 2013	SENIOR REFUND	9.20	
			Vendor Total:		9.20
HUNT, DEB		REFUND 2013	SENIOR - LUNCH REFUND	41.05	
			Vendor Total:		41.05
IOWA SCHOOLS EMPLOYEE BENEFITS		17725	EMPLOYEE ANCILLARY INSURANCE	2.00	
			Vendor Total:		2.00
JMC INC		2013-2014 EL/MS	JMC SERVICE	588.40	
			Vendor Total:		588.40
MARKUS, DAVE		REFUND 2013	SENIOR REFUND	13.10	
			Vendor Total:		13.10
MARTIN BROS. DISTRIBUTING, INC		469367 /4658154	inv. 4703149 & 4693967 FOOD	5,345.85	
MARTIN BROS. DISTRIBUTING, INC		4712512	INV. 4712512 5/8/13 FOOD	2,909.36	
MARTIN BROS. DISTRIBUTING, INC		4731004	INV 4731004 5/22/13 FOOD	1,518.76	
MARTIN BROS. DISTRIBUTING, INC		5/21/13	INV 4722039 5/15/13 FOOD	3,222.68	
			Vendor Total:		12,996.65
ROCK RAPIDS UTILITIES		march 2013	UTILITIES - MARCH 2013	500.00	
			Vendor Total:		500.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
ROETMAN, MIKE	REFUND 2013	SENIOR - LUNCH REFUND	15.15	
		Vendor Total:		15.15
SCOTTS DAIRY INC	APRIL 2013	DAIRY PRODUCTS	3,533.68	
		Vendor Total:		3,533.68
SUNSHINE FOODS	APRIL FOOD	FOOD	1,159.31	
		Vendor Total:		1,159.31
VAN ROEKEL, GLO	REFUND 2013	SENIOR - LUNCH REFUND	10.10	
		Vendor Total:		10.10
VERMEER, MELINDA	REFUND 2013	SENIOR - LUNCH REFUND	19.90	
		Vendor Total:		19.90
		Fund Total:		20,832.58
		Checking Account Total:		20,832.58
<u>Checking</u>	3			
Checking	3	Fund: 21	STUDENT ACTIVITY FUND	
AWARDS PLUS	1031	GBB CHAMPIONSHIP PLAQUES	505.79	
		Vendor Total:		505.79
BELTMAN, MARK	5/31/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		95.00
BLOEMENDAAL, ROCHELLE	MAY 2013	SOLO CONTEST ACCOMPANIMENT	140.00	
		Vendor Total:		140.00
BOMGAARDS, GENE	5/24/13	BASEBALL UMPIRE	95.00	
		Vendor Total:		95.00
BROKEN NOTE INSTRUMENT REPAIR	33809	CLARINET LIGATURE FOR RESALE	4.75	
		Vendor Total:		4.75
BRUNSTING, TIM	6/14/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		95.00
BURGER KING	5/20/13	FIELD TRIP 5/20/13	137.86	
		Vendor Total:		137.86
CAMPBELL SUPPLY OF ROCK RAPIDS	APRIL 2013	PROM SUPPLIES	69.99	
		Vendor Total:		69.99
CENTRAL LYON COMMUNITY SCHOOL	FFA POSTAGE	POSTAGE	40.48	
CENTRAL LYON COMMUNITY SCHOOL	re:postage 4/13	REIMBURSEMENT FOR POSTAGE-FROM ROBOTICS	18.40	
		Vendor Total:		58.88
CENTRAL LYON HOT LUNCH FUND	reimb.	POPSICKLES	39.75	
		Vendor Total:		39.75
COMMUNITY AFFAIRS CORPORATION	N. DEJONGH	CARE COMM.	15.00	
		Vendor Total:		15.00
COUNTRY BOUTIQUE	005381	FLOWER ARRANGEMENT FOR KEVIN SPYKERBOER	60.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	60.00
COUNTRY INN & SUITES	4/19/13	STATE JAZZ BAND LODGING	833.28	
			Vendor Total:	833.28
COYOTE BASKETBALL CAMPS	6/2/13	TEAM BBB CAMP JUNE 2, 2013	220.00	
			Vendor Total:	220.00
DAIRY QUEEN	5/15/13	3RD GRADE FIELD TRIP 5/15/13	171.50	
			Vendor Total:	171.50
DEJONGH, NANCY	2013 PRIZES	RE: READING GIFT CERTIFICATES	75.00	
			Vendor Total:	75.00
DOCKER, KELLI	RE: THINER	re: THINER GIFT CERTIFICATE	25.00	
			Vendor Total:	25.00
DORDT COLLEGE	35 2/7/13	COSTUMES FOR FALL MUSICAL	29.50	
DORDT COLLEGE	6/1/13	TEAM BB CAMP JUNE 1, 2013	200.00	
DORDT COLLEGE	7-20-13	TEAM BB CAMP JULY 20, 2013	200.00	
			Vendor Total:	429.50
ECONO LODGE	4/23/13	FFA TRIP ROOM RESERVATIONS	2,620.56	
			Vendor Total:	2,620.56
ENGLEMAN, JASON	5/11/13	re: BASEBALL CLINIC SUPPLIES	19.83	
ENGLEMAN, JASON	re:	REIMBURSEMENT - SCOREBOOKS	21.16	
	scorebooks			
			Vendor Total:	40.99
FEEKES, GARY	5/24/13	BASEBALL UMPIRE	95.00	
FEEKES, GARY	6/8/13	BASEBALL UMPIRE 2013	95.00	
FEEKES, GARY	7/1/13	BASEBALL UMPIRE 2013	95.00	
			Vendor Total:	285.00
FITNESS ANYWHERE LLC	inv0118286	TRX SUSPENSION TRAINER	337.75	
			Vendor Total:	337.75
FOLTZ, BARBARA	acevedo fundrai	ACEVEDO FUNDRAISER	832.00	
FOLTZ, BARBARA	re: pancake mix	PANCAKE MIX	14.45	
FOLTZ, BARBARA	retire gift bal	BALANCE DUE RETIREMENT GIFT-FOLTZ	3.35	
			Vendor Total:	849.80
FOUR SEASONS MOTEL	TYSON 1331	INV 1331 AFTER GRAD ENTERTAINMENT LODGIN	66.00	
			Vendor Total:	66.00
GARY TYSON ENTERTAINMENT	MAY 19 2013	AFTER GRAD ENTERTAINMENT	1,625.00	
			Vendor Total:	1,625.00
GEORGE/LITTLE ROCK COMM SCHOOL	2012-2013 WR	2012-2013 WRESTLING EXPENSES REIMBURSE	584.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	584.00
GERLEMAN, BEN	5/8/13	MEALS FOR STUDENTS IN MATH BEE ON 5/8/13	47.10	
			Vendor Total:	47.10
GOODFATHERS PIZZA	5/17/13	4th grade field trip 5/17	320.00	
			Vendor Total:	320.00
GRAFFIX INC, dba WALL OF FAME	35143	swing choir t-shirts	555.00	
GRAFFIX INC, dba WALL OF FAME	35533	CL TACKLE TWILL	96.75	
GRAFFIX INC, dba WALL OF FAME	5/6/13	ATHLETIC BOOSTER SUPPLIES	3,096.00	
			Vendor Total:	3,747.75
GRAPHIC EDGE	677809	JAZZ BAND T-SHIRTS	8.99	
GRAPHIC EDGE	683970	BASEBALL JERSEY SHIRTS	180.32	
GRAPHIC EDGE	687284	STATE TRACK T-SHIRTS	483.87	
			Vendor Total:	673.18
GREAT PLAINS ZOO	5/20/13	KDG FIELD TRIP	276.00	
			Vendor Total:	276.00
GROEN, SARA	re: foltz gift	B. FOLTZ RETIREMENT GIFT REIMBURSEMENT	41.65	
			Vendor Total:	41.65
HAUFF MID-AMERICA SPORTS	259619	BASEBALL PANT	209.90	
			Vendor Total:	209.90
HENRY DORLEY ZOO	5/23/13	8TH GRADE FIELD TRIP 5/23/13	300.75	
HENRY DORLEY ZOO	5/23/13 zoo	8TH GRADE FIELD TRIP	384.25	
HENRY DORLEY ZOO	V*5/23/13	8TH GRADE FIELD TRIP 5/23/13	(300.75)	
HENRY DORLEY ZOO	V*zoo	8TH GRADE FIELD TRIP 5/23/13	(308.00)	
HENRY DORLEY ZOO	zoo 5/23/13	8TH GRADE FIELD TRIP 5/23/13	308.00	
			Vendor Total:	384.25
HRDLICKA, JEFF	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	178.85	
			Vendor Total:	178.85
HUNT, DARRELL	6/27/13	BASEBALL UMPIRE 2013	95.00	
			Vendor Total:	95.00
HUNT, JD	6/17/13	BASEBALL UMPIRE 2013	95.00	
			Vendor Total:	95.00
IOWA HIGH SCHOOL ATHLETIC ASSOCIATION	2013-2014 DUES	MEMBER SHIP DUES 2013-2014	2.00	
			Vendor Total:	2.00
ISEBRAND, CORY	6/212/13	BASEBALL UMPIRE 2013	95.00	
ISEBRAND, CORY	6/31/13	BASEBALL UMPIRE 2013	95.00	
ISEBRAND, CORY	6/5/13	BASEBALL UMPIRE 2013	95.00	
			Vendor Total:	285.00

ACTIVITY FUND BOARD REPORT

Posted - All; Fund Number 21, 61; Processing Month 05/2013

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
JOHNSON, ANGELA	re: shirts	HONOR CHOIR	62.00	
		Vendor Total:		62.00
KINGSLEY-PIERSON COMMUNITY SCHOOL	5/25/13	BASEBALL ENTRY FEE	70.00	
		Vendor Total:		70.00
KNOBLOCH, DAN	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	40.88	
		Vendor Total:		40.88
KRUSE, DANIEL	4/30/13	MS TRACK MEET OFFICIAL	140.00	
		Vendor Total:		140.00
LASTING LEGACIES	10449	SOFTBALL SHIRTS	575.00	
		Vendor Total:		575.00
LAURA INGALS WILDER MEMORIAL SOCIETY INC	5/15/13	3RD GRADE FIELD TRIP 5/15/2013	250.00	
		Vendor Total:		250.00
LEUTHOLD, RANAE	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	35.77	
		Vendor Total:		35.77
LEWIS, SCOTT	6/12/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		95.00
LORENZEN, TOBY	4/30/13	MS TRACK MEET OFFICIAL	50.00	
		Vendor Total:		50.00
MARTIN BROS. DISTRIBUTING, INC	5/21/13	INV 4722039 5/15/13 FOOD	642.40	
		Vendor Total:		642.40
MCCARTY, PATRICK	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	20.44	
		Vendor Total:		20.44
MCDONALD, JOHN	4/30/13	MS TRACK MEET OFFICIAL	50.00	
		Vendor Total:		50.00
MCGLAUFILIN, KORBY	5/23/13	BASEBALL UMPIRE	95.00	
		Vendor Total:		95.00
MENAGE, AMY	RE: 2013 PROM	REIMBUSE: AFTER PROM PRIZES	625.36	
		Vendor Total:		625.36
METZGER, JEROME	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	102.20	
		Vendor Total:		102.20
MOUSEL, TIM	5/31/13	BASEBALL UMPIRE 2013	95.00	
MOUSEL, TIM	6/7/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		190.00
MUSIC K-8 PLANK ROAD PUB, INC	13-040596	MUSIC AND CD	94.17	
		Vendor Total:		94.17

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
NEEDS, DARWIN	6/8/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		95.00
OBERLOH, KATHY	BOOK REFUND	REFUND FOR FOUND LIBRARY BOOK	8.00	
		Vendor Total:		8.00
PEPSIAMERICAS	61503511	POP MACHINE SUPPLIES	921.83	
		Vendor Total:		921.83
PERRETT, PATRICIA	RE:5/21/13	RE: BOOSTER CONCESSION SUPPLIES	47.84	
		Vendor Total:		47.84
PFEIFER, JIM	6/31/13	BASEBALL UMPIRE 2013	95.00	
PFEIFER, JIM	6/5/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		190.00
PIONEER DRAMA SERVICE INC	471110	MAY TERM PLAY SUPPLIES	238.00	
		Vendor Total:		238.00
PIZZA RANCH	4/20/13 TKT #1	AFTER PROM FOOD	143.74	
PIZZA RANCH	4/30/13	BOOSTER CONCESSIONS SUPPLIES	162.00	
PIZZA RANCH	TICKET9 4/9/13	FFA SUPPLIES 4/9/13	44.99	
PIZZA RANCH	tk1 5/11/13	BASEBALL CLINIC SUPPLIES	40.66	
		Vendor Total:		391.39
POSTMA, GLENN	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	40.88	
		Vendor Total:		40.88
RAPIDRIBBONS	240995A	TRACK/FIELD FUN DAY RIBBONS	515.00	
		Vendor Total:		515.00
RASMUSSEN, GINGER	MAY 2013	SOLO CONTEST ACCOMPANIMENTS	140.00	
		Vendor Total:		140.00
REXROTH, SHARON	2013 books	BOOKS PURCHASED FROM ASSEMBLY	59.85	
REXROTH, SHARON	ASSEMBLY	BOOK	20.00	
		Vendor Total:		79.85
ROCK RAPIDS HARDWARE	306484/2 5/7/1	AFTER GRAD GIFTS	41.97	
ROCK RAPIDS HARDWARE	APRIL 2013	PROM SUPPLIES	264.12	
		Vendor Total:		306.09
ROCK VALLEY COMMUNITY SCHOOL	5/10/013	MS TRACK ENTRY FEE	50.00	
		Vendor Total:		50.00
RODER, TOM	6/17/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		95.00
ROYAL PUBLISHING COMPANY	7636831.2	STATE GBB ADVERTISEMENT	370.00	
		Vendor Total:		370.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
SCHMITT MUSIC CENTERS	480076	2 BOXES REEDS FOR CLARINET REEDS	16.91	
		Vendor Total:		16.91
SCHOLASTIC BOOK CLUBS	54553428	BOOKORDER #12378	379.76	
SCHOLASTIC BOOK CLUBS	54592259	BOOK ORDER # 12379	60.87	
		Vendor Total:		440.63
SCHOOL SPECIALTY INC	208110086676	REPORT COVERS	35.18	
		Vendor Total:		35.18
SCHUTTLER, MARK	6/14/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		95.00
SIBLEY GOLF & COUNTRY CLUB	sec. golf 2013	BOYS SECTIONAL GOLF ENTRY	60.00	
		Vendor Total:		60.00
SIBLEY-OCHEYEDAN SCHOOL DIST	golf 2013	GIRLS INVITE GOLF ENTRY FEE	35.00	
		Vendor Total:		35.00
SOMETHING UNIQUE INC	110847	STATE CHAMPION T-SHIRTS	58.58	
		Vendor Total:		58.58
SOUTHWESTERN COMMUNITY COLLEGE	6/22-6/23 2013	TEAM BBB CAMP JUNE 22 & 23, 2013	250.00	
		Vendor Total:		250.00
SUNSHINE FOODS	5/14/13	AFTER GRAD GIFT CARDS	353.90	
SUNSHINE FOODS	5/15/13	3rd grade field trip 5/15/13	68.45	
SUNSHINE FOODS	5/15/13 #251	STATE TRACK GATORADE	38.94	
SUNSHINE FOODS	APRIL 2013	FFA SUPPLIES	26.89	
SUNSHINE FOODS	APRIL 2013	FFA SUPPLIES	26.89	
SUNSHINE FOODS	FFA			
SUNSHINE FOODS	april ffa 13	FFA SUPPLIES	26.89	
SUNSHINE FOODS	PROM 2013	PROM SUPPLIES	93.66	
SUNSHINE FOODS	V*APRIL 2013	FFA SUPPLIES	(26.89)	
SUNSHINE FOODS	V*APRIL 2013	FFA SUPPLIES	(26.89)	
	FF			
		Vendor Total:		581.84
T-BONE'S GRILL	2013 AFTER PROM	AFTER PROM MEAL	1,100.00	
		Vendor Total:		1,100.00
TEGROTENHUIS, BRAD	6/27/13	BASEBALL UMPIRE 2013	95.00	
TEGROTENHUIS, BRAD	6/7/13	BASEBALL UMPIRE 2013	95.00	
		Vendor Total:		190.00
TESLAA, PHYLLIS	MAY 2013	SOLO CONTEST ACCOMPANIMENTS	160.00	
		Vendor Total:		160.00
TILLO, NICK	5/23/13	BASEBALL UMPIRE	95.00	
		Vendor Total:		95.00
TOBIN LAKE STUDIO	2013	2013 MAY TERM PLAY BACKDROP	434.78	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	434.78
UNIVERSITY OF NORTHERN IOWA	666881092680 01	KENDALL KUMBA APPLICATION FEE	40.00	
			Vendor Total:	40.00
UNIVERSITY OF SIOUX FALLS	7/10/13 CLASS	EFFECTIVE LEADERSHIP CLASS	50.00	
			Vendor Total:	50.00
UNIVERSITY OF SOUTH DAKOTA ADMISSIONS	164748 KUMBA	KENDALL KUMBA APPLICATION FEE	20.00	
			Vendor Total:	20.00
US BANK CREDIT CARD PMT CENTER	AMAZON APRIL 13	SWING CHOIR SHOW SHOES	227.70	
US BANK CREDIT CARD PMT CENTER	APRIL 2013	CATCHER'S GEAR - BASEBALL STAT	1,145.18	
US BANK CREDIT CARD PMT CENTER	SAM CL GRAD2013	RE: AFTER GRAD GIFTS	1,003.04	
US BANK CREDIT CARD PMT CENTER	SEASON BUFFET	LUNCH FOR 8TH GRADE MATH BEE TEAM	47.10	
			Vendor Total:	2,423.02
US BANK	SCHOOL PLAY	ALL SCHOOL PLAY START CASH	300.00	
US BANK	ST. TRACK	STATE TRACK BOOSTER CLUB DONATION	200.00	
US BANK	STATE TR 2013	STATE TRACK MEALS	511.00	
			Vendor Total:	1,011.00
VAN BEEK, AL	7/1/13	BASEBALL UMPIRE 2013	95.00	
			Vendor Total:	95.00
VAN BEEK, CHERYL	2013 AFTER GRAD	RE: AFTER GRAD GIFTS	1,003.04	
VAN BEEK, CHERYL	V*2013 AFTER GR	RE: AFTER GRAD GIFTS	(1,003.04)	
			Vendor Total:	0.00
VAN BERKUM, TERRY	4/30/13	MS TRACK MEET OFFICIAL	50.00	
			Vendor Total:	50.00
VAN ROEKEL, GLO	2012 FAIR	LYON COUNTY FAIR PREMIUM PAYMENT	135.42	
			Vendor Total:	135.42
WALL STREET PRINTERS	4949	MS YEARBOOKS	312.00	
			Vendor Total:	312.00
WASHINGTON PAVILION	5/21/13	1ST GRADE FIELD TRIP	270.75	
			Vendor Total:	270.75
WILDWOOD LODGE	5140	2013 STATE TRACK	3,269.28	
			Vendor Total:	3,269.28
WILLOW CREEK GOLF COURSE	DIST GIRLS	GIRLS DISTRICT GOLF ENTRY	65.00	
WILLOW CREEK GOLF COURSE	golf 2013	GIRLS DISTRICT GOLF ENTRY	65.00	
WILLOW CREEK GOLF COURSE	V*golf 2013	GIRLS DISTRICT GOLF ENTRY	(65.00)	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
		Vendor Total:		65.00
WORLDS FINEST CHOCOLATE-QSP	3/11/13	HS BAND-CANDY FOR RESALE	1,550.00	
		Vendor Total:		1,550.00
WRIGHT, CHRIS	5/12/13	RE: PRACTICE ROUND FOR GIRLS GOLF	30.00	
		Vendor Total:		30.00
		Fund Total:		35,337.57
		Checking Account Total:		35,337.57

Memorandum

To: Central Lyon Board of Education
From: David Ackerman, Superintendent
Date: June 13, 2013
Re: Appointment of District Legal Counsel

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 13, 2013
Re: Appointment of Board Secretary and Treasurer

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 13, 2013
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
- ◆ Elementary/Middle School – Toby Lorenzen

Level I Alternate Investigators:

- ◆ High School – Jan Meester
- ◆ Elementary/Middle School – Cindy Witt

Level II Investigator:

- ◆ Lyon County Sheriff Dept./Rock Rapids Police Dept.

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 – Cindy Witt

Memorandum

To: Board of Education
From: David Ackerman
Date: June 13, 2013
Re: Affirmative Action/Equity Coordinator

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 Coordination:

- Superintendent of Schools – David Ackerman

Partnership Agreement for the 2013-14 Academic Year
between
Northwest Iowa Community College
and
Central Lyon Community School District
for
College Credit Jointly Enrolled Courses
for

CLASS SIZE ENROLLMENTS

Whereas, pursuant to the provisions of House File 2679, the Central Lyon Community School District and Northwest Iowa Community College desire to form a partnership for the purpose of increasing accessibility of college courses to Central Lyon students. The undersigned parties, Central Lyon Community School District and Northwest Iowa Community College, do hereby enter into this Agreement.

ARTICLE I
CREATION

This Agreement is entered into between Northwest Iowa Community College and Central Lyon Community School District for the purpose of increasing accessibility of college courses for Central Lyon students. No separate legal entity is created herein by this Agreement.

ARTICLE II
COURSES

Course(s) included under this Agreement will be limited to approved Northwest Iowa Community College courses.

ARTICLE III
CURRICULUM

The instructor will utilize college-approved syllabi and assessment methods used for the same course(s) through Northwest Iowa Community College. The instructor will utilize the same textbook(s) used at NCC unless approval is received from the Vice President of Student and Academic Services.

ARTICLE IV
INSTRUCTORS

All instructors teaching course(s) under this Agreement will fall into one of the following categories.

CATEGORY 1

Instructor is contracted directly by Northwest Iowa Community College.

CATEGORY 2

Instructor is contracted by Northwest Iowa Community College through the local high school.

Instructors who are employees of the Central Lyon Community School District and the individual instructor(s)' teaching contracts for any of the courses offered pursuant to this Agreement shall be governed by the contract currently in effect between the instructor and the Central Lyon Community School District, and all instructors shall be entitled to receive all of the benefits and emoluments arising out of their contract in effect with the Central Lyon Community School District. Additionally, for purposes of Chapter 279, Code of Iowa, Central Lyon Community School District shall retain all responsibilities with regard to any said instructors.

Notwithstanding the foregoing, Central Lyon Community School District shall assign to Northwest Iowa Community College the responsibility for teaching the courses embraced under this Agreement, and Northwest Iowa Community College will consider the instructors who will teach these courses as members of its adjunct faculty. Central Lyon Community School District further assigns to Northwest Iowa Community College the responsibility for evaluation of the instructors involved hereto and they will provide upon request information regarding said evaluations to Central Lyon Community School District. As part of said evaluation process, it will be the responsibility of the appropriate College designee to visit all course sites.

High school instructors teaching concurrent enrollment courses are required to comply with all NACEP standards.

The Northwest Iowa Community College Course Improvement Survey will be completed for all course(s).

ARTICLE V **PARTICIPANTS**

Central Lyon Community School District students enrolling in course(s) included under this Agreement must have been referred by Central Lyon Community School District and must meet eligibility requirements as outlined below.

Students wishing to enroll in Arts & Sciences course(s) with an A suffix are recommended to have a 2.5 GPA or higher. Students enrolling in Career and Technical Education courses are recommended to have a 2.0 GPA or higher.

Students wishing to enroll in course(s) offered under this Agreement who are not high school students of Central Lyon Community School District and who are not part of an Agreement through another LEA may do so only if the course is not full. These students will enroll directly with the College.

ARTICLE VI **ACCEPTANCE**

Any student wishing to take course(s) under this Agreement who has not previously taken college credit courses through Northwest Iowa Community College must complete an NCC application.

ARTICLE VII **CREDIT**

All students enrolling in courses under this Agreement will be eligible for college credit from Northwest Iowa Community College and high school credit from Central Lyon Community School District. All rules and regulations governing the awarding of college credit, as stated in the Northwest Iowa Community College Student Handbook/College Catalog will apply to all high schools students enrolling under this Agreement.

ARTICLE VIII **MATERIALS AND SUPPLIES**

The Central Lyon Community School District will provide the required Northwest Iowa Community College textbooks for all students enrolled in course(s) under this Agreement. Classroom materials, supplies and equipment will be provided by Central Lyon unless a separate agreement is established prior to the beginning of a course.

ARTICLE IX **ASSURANCES**

Central Lyon Community School District assures that:

- a. That course(s) under this agreement supplement, not supplant high school courses.
- b. They do not replace an identical course offered at the high school in the preceding year or the second preceding year prior to this agreement.
- c. They are not required of the school district in order to meet minimum accreditation standards.
- d. That the district will not transfer to the student or parents any costs under this Agreement for not successfully completing the coursework.

- e. The district providing courses under this agreement will comply with all NACEP standards.

Northwest Iowa Community College assures the following:

- a. The course(s) is identified in the community college catalog, amendment, or addendum to the catalog.
- b. The course(s) is open to all registered community college students, not just high school students.
- c. The course(s) is for college credit and the credit will apply toward the completion of a college diploma/degree program.
- d. The course(s) is taught by a teacher meeting appropriate licensure requirements.
- e. The course(s) is taught utilizing the community college course syllabus.

ARTICLE X

FINANCE

The following pricing structure will apply for any college credit class offered under this Agreement, with multiple sections of each course being considered a class under this Agreement.

OPTION 1

INSTRUCTOR CONTRACTED DIRECTLY BY NORTHWEST IOWA COMMUNITY COLLEGE

Northwest Iowa Community College will bill Central Lyon Community School District based on the number of students enrolled as depicted in Attachment A.

If the number of students in a given class is low and the class is to be canceled, the administration of the Central Lyon Community School District and Northwest Iowa Community College have the option to renegotiate the fee structure.

OPTION 2

INSTRUCTOR UNDER AGREEMENT WITH CENTRAL LYON COMMUNITY SCHOOL DISTRICT

Northwest Iowa Community College will bill Central Lyon Community School District a \$275 administrative fee per class and a \$20.00 fee per credit per student per semester. As set out in Article IV above, for any course offered under this Agreement, the course instructor shall continue to be an employee of the Central Lyon Community School District, but shall be considered a member of the adjunct faculty of Northwest Iowa Community College for the purpose of instructing the specified course.

OPTION 3
INSTRUCTOR CONTRACTED BY NCC FOR THE TEACHING OF CERTIFIED
NURSE AID COURSE

LEA's offering the nurse aid course (HSC172) will pay \$505 per student for the course. This fee will include the textbook, as well as testing fees at the end of the course. The maximum enrollment for this course will be 10 students and the minimum will be 8 students.

OPTION 4
SPECIAL COURSES

Any other course not already covered under the specifications of this contract will be considered a "Special Course" and will be provided for college credit only with the approval of the Vice President of Academic Services and the Central Lyon Community School District.

ARTICLE XI
WITHDRAWAL

Any student wishing to withdraw from a class offered under this Agreement must follow the process and dates outlined for all college students in the Northwest Iowa Community College Student Handbook/College Catalog.

ARTICLE XII
BILLING

LEA's will be billed for all students registered through Northwest Iowa Community College. You will not be billed for students who are withdrawn from 16-week courses by the dates below. Students must be withdrawn from 8-week courses one week after the start date.

September 3, 2013 – Last day to withdraw student without penalty for fall semester classes.

January 22, 2014 – Last day to withdraw student without penalty for spring classes.

ARTICLE XIII
DURATION


Central Lyon Community School District and Northwest Iowa Community College enter into this Agreement for the current school year.

CENTRAL LYON COMMUNITY SCHOOL DISTRICT

BY: _____ BY: _____
(School Superintendent) (Board President)

Date: _____ Date: _____

NORTHWEST IOWA COMMUNITY COLLEGE

BY: Alethea F. Stubbs, Ph.D. BY: 
(College President) (Board President)

Date: 5/20/13 Date: 5/20/13

**Partnership Agreement for the 2013-2014 Academic Year
between
Northwest Iowa Community College
and
Central Lyon Community School District
for
College Credit and Jointly Enrolled Students
for**

INDIVIDUAL STUDENT ENROLLMENTS

Whereas, pursuant to the provisions of House File 2679, the Central Lyon Community School District and Northwest Iowa Community College desire to form a partnership for the purpose of increasing accessibility of college courses to Central Lyon students. The undersigned parties, Central Lyon Community School District and Northwest Iowa Community College, do hereby enter into this Agreement.

**ARTICLE I
CREATION**

This Agreement is entered into between Northwest Iowa Community College and Central Lyon Community School District for the purpose of increasing accessibility of college courses for Central Lyon students. No separate legal entity is created herein by this Agreement.

**ARTICLE II
COURSES**

Courses included under this Agreement will be limited to Northwest Iowa Community College courses.

**ARTICLE III
CURRICULUM**

The instructor will utilize college-approved syllabi and the textbooks.

**ARTICLE IV
INSTRUCTORS**

The instructor shall be contracted by Northwest Iowa Community College and Northwest Iowa Community College will have responsibility for evaluation of the instructor(s) involved hereto. As part of said evaluation process, it will be the responsibility of the appropriate College designee to complete any such evaluations.

ARTICLE V **PARTICIPANTS**

Central Lyon Community School District students enrolling in courses included under this contract must have been referred by the Central Lyon School District and must meet eligibility requirements as outlined below.

Students wishing to enroll in Arts & Sciences courses with an A suffix are recommended to have a 2.5 GPA or higher. A 2.0 is recommended for enrollment in a Career and Technical Education course.

ARTICLE VI **ACCEPTANCE**

Any student wishing to take courses under this Agreement who has not previously taken college credit courses through Northwest Iowa Community College must complete an NCC application.

ARTICLE VII **CREDIT**

All students enrolling in courses under this Agreement will be eligible for college credit from Northwest Iowa Community College and high school credit from Central Lyon Community School District. All rules and regulations governing the awarding of college credit, as stated in the Northwest Iowa Community College Student Handbook/College Catalog, will apply to all high school students enrolling under this Agreement.

ARTICLE VIII **MATERIALS AND SUPPLIES**

The Central Lyon Community School District will be responsible for the cost of the required Northwest Iowa Community College textbooks for all students enrolled in courses under this Agreement. All required tools and equipment will be the responsibility of the student.

ARTICLE IX **ASSURANCES**

Central Lyon Community School District assures that:

- a. The course(s) under this agreement supplement, not supplant high school courses.
- b. They do not replace an identical course offered at the high school in the preceding year or the second preceding year prior to this agreement.
- c. They are not required to be offered by the school district in order to meet minimum accreditation standards.

Northwest Iowa Community College assures the following:

- a. The course(s) is identified in the community college catalog, amendment, or addendum to the catalog.
- b. The course(s) is open to all registered community college students, not just high school students.
- c. The course(s) is for college credit and the credit will apply toward the completion of a college diploma/degree program.
- d. The course(s) is taught by a teacher meeting appropriate licensure requirements.
- e. The course(s) is taught utilizing the community college course syllabus.

ARTICLE X **FINANCE**

The Central Lyon Community School District will reimburse Northwest Iowa Community College the regular NCC Board approved tuition and fees unless enrollments fall into one of the following categories.

Option I **ICN**

LEA's with students enrolled in an ICN class will reimburse Northwest Iowa Community College the \$250 per student with all textbooks remaining the property of Northwest Iowa Community College.

Option II **CERTIFIED NURSE AIDE**

LEA's offering the nurse aide course (HSC172) will pay \$505 per student for the course. This fee will include the textbook, as well as testing fees at the end of the course.

**Option III
EMT**

LEA's with students enrolled in the EMT program will reimburse Northwest Iowa Community College \$1,000 per student for the course, which covers the cost of tuition and textbooks. The student is also responsible for their own testing fee should they choose to take the State EMT Exam.

**Option IV
ENTREPREP**

LEA's with students enrolled in the EntrePrep program will reimburse Northwest Iowa Community College \$300 per course per student for the two courses in the sequence.

**ARTICLE XI
WITHDRAWAL**

Any student wishing to withdraw from a class offered under this Agreement must follow the process and dates outlined in the Northwest Iowa Community College Student Handbook/College Catalog.

**ARTICLE XII
BILLING**

LEA's will be billed for all students registered through Northwest Iowa Community College. You will not be billed for students who are withdrawn from 16-week courses by the dates below. Students must be withdrawn from 8-week courses one week after the start date.

September 3, 2013 – Last day to withdraw student without penalty for fall semester classes.

January 24, 2014 – Last day to withdraw student without penalty for spring classes.

ARTICLE XIII
DURATION


Central Lyon Community School District and Northwest Iowa Community College enter into this contract for the current school year.

CENTRAL LYON COMMUNITY SCHOOL DISTRICT

BY: _____ BY: _____
(School Superintendent) (Board President)

Date: _____ Date: _____

NORTHWEST IOWA COMMUNITY COLLEGE

BY: Alethea F. Stubbe, Ph.D. BY: 
(College President) (Board President)

Date: 5/20/13 Date: 5/20/13

ENROLLMENT & FINANCIAL PROCEDURES

NORTHWEST IOWA

ALTERNATIVE HIGH SCHOOL

COOPERATIVE AGREEMENT

2013-2014 School Year



**Northwest Iowa Community College
603 West Park Street • Sheldon, IA 51201**

**ALTERNATIVE HIGH SCHOOL
COOPERATIVE AGREEMENT
NORTHWEST IOWA COMMUNITY COLLEGE
AND
AREA COMMUNITY HIGH SCHOOLS**

ARTICLE I

CREATION

WHEREAS: High schools have indicated a need for instruction different from the traditional high school or the NCC Learning Center.

WHEREAS: Individual school districts may not have sufficient number of students to justify an alternative high school program.

WHEREAS: The establishment of the high school program on a college campus could provide a positive image to the program.

WHEREAS: Such a program provides an opportunity for linking local school programs and community college vocational programs and Learning Center.

WHEREAS: A central location should serve as a hub for the alternative high school options for multiple districts.

WHEREAS: The growth in the alternative high school program over the years and a concern for driving distance has justified a need for satellite sites.

WHEREAS: The experience of Northwest Iowa Community College in providing instruction within an alternative high school setting, as well as their experience in management of an alternative high school program, is recognized.

NOW, THEREFORE BE IT RESOLVED that a cooperative agreement exists between Northwest Iowa Community College and Area IV Community high schools for the purpose of providing an alternative high school.

ARTICLE II

PURPOSE

The alternative high school is designed to help students who are potential dropouts or individuals who have dropped out of school and wish to return and graduate and find the traditional high school inappropriate.

ARTICLE III

ENTRANCE REQUIREMENT

Enrollment under this agreement will be limited to students referred by their local district.

Northwest Iowa Community College reserves the right to refuse enrollment of any given student into the alternative high school if it is believed that such enrollment is an inappropriate placement for said student, or may be detrimental to the program or other students.

ARTICLE IV

INDIVIDUAL PLAN OF STUDY

An individual plan of study will be established for each student at the time of his or her enrollment in the Northwest Iowa Alternative High School. This plan will address the following:

1. Course requirements remaining for graduation from their local high school diploma.
2. Expected attendance. The local high school administration will specify the expected attendance for each participating student.

ARTICLE V

ADVISORY COMMITTEE

An Advisory Committee will provide general input on the operation of this program. This committee will consist of alternative high school personnel and one representative from each school district participating in the program. An attempt will be made to have a school district membership that will consist of an equal representation of counselors, high school principals, and superintendents.

ARTICLE VI

RESPONSIBILITIES OF NORTHWEST IOWA COMMUNITY COLLEGE

The college shall hire staff necessary to carry out the educational program. All materials and supplies incidental to the program shall be provided by the College. The College will provide, or arrange for an adequate facility and necessary equipment.

ARTICLE VII

RESPONSIBILITIES OF AREA COMMUNITY SCHOOL DISTRICT

The Community School District shall assume responsibilities for the following:

- A. Identifying those students from their home district who would be best served by placement in the Northwest Iowa Alternative High School Program.
- B. Maintaining communication with the Northwest Iowa Alternative High School relative to the programming provided enrolled students.
- C. Maintaining immunization records for each student and the permanent record of all high school credits issued.
- D. Reimbursing Northwest Iowa Community College for students enrolled in the alternative high school as outlined in Article VIII.

ARTICLE VIII

FINANCIAL ARRANGEMENTS

Tuition calculations for high school students are outlined below:

Category A: *The high school who has students enrolled in the alternative program on/before October 1.* The Northwest Iowa Alternative High school will receive the average state cost per pupil set by the Iowa Department of Education for any student who enrolls in the alternative program on or before October 1. After November 1 additional students may transfer from the regular high school to the alternative program at no additional cost. The maximum number of transfers at no cost is equal to the number of students who are enrolled in the alternative program on or before October 1. Free slots are available until May 1 of that same school year. If students above and beyond this number are transferred, a fee will be determined based upon the percent of a year the student is in each program (Calculations are comparable to Category B).

Any school district enrolling six or more students as a Category "A" student by October 1 will not be charged for one student. This free student (student #6) will not generate a free slot.

Category B: *A LEA with no students in the alternative program on October 1, or who have used all free slots earned through Category A.* A local education agency which has no students in the alternative program October 1, but later wishes to transfer a student from the regular system to the alternative program will reimburse Northwest Iowa Alternative High School based upon the portion of time spent in each system. This percentage will be applied to the average state cost per pupil. If a student enrolled under Category B is not attending or making a good faith effort to progress in their program of study, the LEA may on a one time basis, withdraw the student from Northwest Iowa Alternative High School and replace him/her with a student at no additional cost. (This replacement is allowed between November 1 and May 1.)

Category C: *Non-enrolled students.* This category is designed for students not enrolled in a high school which is a member of the cooperative arrangement. This category is intended for students who move into a district from outside of Area IV after count day. This category may also be used for a private school student who works through their LEA, with the understanding that the LEA will allow them to continue in the Northwest Iowa Alternative High School in following years(s) if progress is being made.

Northwest Iowa Alternative High School will receive no funds for a student who enters the program but was not enrolled in either the alternative program or any Area IV LEA on count day.

Category D: *Alternative High School/Jointly Administered College Credit Students.* This category is intended for the student with a very limited number of required high school courses remaining for graduation and for whom the high school has determined that continued enrollment in the traditional high school setting is not of greatest benefit. This category may be limited to only those students enrolled full-time. The student must have identified postsecondary educational goals; must have shown the maturity and necessary background for probable success in postsecondary course work.

A Category "D" student will neither generate nor take a "free slot".

Students under this category will have both the alternative high school and the college credit hours counted in the determination of eligibility for benefits (ex: child care support/gas reimbursement). The financing will follow the general calculation of Category "A" with a separate supplemental agreement considered in existence for the proportion of the day identified as relating to the college credit.

Local districts will not be charged for students who enrolled but never actually attended.

Districts are responsible for the total cost identified above. There are no reductions in costs for students who drop or graduate early as this has been given consideration in identification of “free slots.” The only exception to this is when a student returns to the sending district as a full time student. As that district is now providing for that student’s education, the dollars will follow the student.

ARTICLE IX

SATELLITE LOCATIONS

Satellite locations may be established to accommodate student’s who live some distance from the NCC campus. This agreement applies to any satellite site. School districts that send students to different sites will have all their enrollment combined for the calculation of “free slots” (Article VIII, Category A).

ARTICLE X

DURATION

This cooperative agreement covers the 2013-2014 school year.



Policy Primer

IASB A Guide to Current Policy Issues

Debt Management Policy

Debt management policies are written guidelines, allowances, and restrictions that guide the debt issuance practices of school districts and community colleges, including the issuance process, management of a debt portfolio, and adherence to various laws and regulations. Through a debt management policy, School districts and community colleges seek to ensure that both the level and rate of growth in their public debt is fundamentally sustainable, and can be serviced under a wide range of circumstances while meeting cost and risk objectives. Ratings agencies also look at board policy when determining a school district or community college's bond rating and if audited, the IRS may ask about the entity's debt management policy and if it was followed when issuing debt. Compliance with a debt management policy signals to rating agencies and the capital markets that a government is well-managed and can be expected to meet its obligations in a timely manner. IASB, in conjunction with Beth Grob, Ahlers Law Firm and Jenny Blankenship, PFM Group, has developed a sample policy for your information and ultimate board approval.

This sample policy establishes written guidelines to standardize the conditions and procedures for the issuance of debt which will minimize the school district's debt service and issuance costs and retain the highest practical credit rating. The objectives of this policy are to improve the quality of decisions, provide justification for the structure of debt issuance, maintain sound financial management practices, provide transparency, credibility, and demonstrate a commitment to long-term financial planning to effectively serve the constituents of the school district and community college. This policy is for general use and exceptions to this policy may be allowed under certain conditions. This policy may be adjusted at any time by the board of the school district.

Note: This publication is designed to provide accurate and authoritative information in regard to the subject matter covered. It is furnished with the understanding that the Association is not engaged in rendering legal or other professional services. If legal advice or other expert assistance is required, the services of a competent professional should be sought.

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CHECK IT OUT: Whether you are revising or developing a new board policy, review your collective bargaining agreement, consider the traditions and beliefs of your school district, and contact your school attorney before adopting it.

DEBT MANAGEMENT POLICY

DEBT LIMITS

Credit Ratings

The school district seeks to maintain the highest possible credit ratings for all categories of short- and long-term debt that can be achieved without compromising the delivery of services and the achievement of adopted objectives. The school district recognizes that external economic, natural, or other events may from time to time affect the creditworthiness of its debt. Nevertheless, the school district is committed to ensuring that actions within their control are prudent.

Debt Limits

For general obligation debt, the school district's outstanding debt limit shall be no more than five percent (5%) of the actual value of property within the school district's boundaries, as prescribed the Iowa constitution and statutory restrictions.

For revenue debt, the school district's goal is to provide adequate debt service coverage of at least 1.20 times the annual debt service costs.

In accordance with Iowa law, the school district may not act as a conduit issuer or issue municipal securities to raise capital for revenue-generating projects where the funds generated are used by a third party ("conduit borrower") to make payments to investors.

PURPOSES AND USES OF DEBT

Capital Planning

To enhance creditworthiness and prudent financial management, the school district is committed to systematic capital planning, intergovernmental cooperation and coordination and long-term financial planning.

Capital Financing

The school district may issue long-term debt for capital projects as authorized by Iowa law, which include, but are not limited to, the costs of planning, design, land acquisition, buildings, permanent structures, attached fixtures or equipment, and movable pieces of equipment. Capitalized interest may be included in sizing any capital project debt issue. The types of debt instruments to be used by the school district include:

- General Obligation Bonds
- General Obligation Capital Loan Notes
- Bond Anticipation Notes
- Revenue Anticipation Notes
- School Infrastructure Sales, Services and Use Tax Revenue Bonds
- Lease Purchase Agreements, including Certificates of Participation

Working Capital Financing

The school district may issue debt for working capital for operations after cash flow analysis has determined that there is a mismatch between available cash and cash outflows. The school district shall strive to repay working capital debt by the end of the fiscal year in which the debt was incurred. A Working Capital Reserve may be included in sizing any working capital debt issue.

Approved _____

Reviewed _____

Revised _____

DEBT MANAGEMENT POLICY

Refundings

Periodic reviews of all outstanding debt will be undertaken to determine if refunding opportunities exist. Refunding will be considered (within federal tax law restraints) if and when there is a net economic benefit of the refunding or if the refunding is otherwise in the best interests of the school district, such as to release restrictive bond covenants which affect the operations and management of the school district.

In general, advance refundings for economic savings will be undertaken when a net present value savings exceeds three percent of the refunded debt can be achieved. Current refundings, which produce a new present value savings of less than three percent will be considered on a case by case basis taking into consideration bond covenants and general conditions. Refundings with negative savings will not be considered unless there is a compelling public policy objective for doing so.

DEBT STANDARDS AND STRUCTURE

Length of Debt

Debt will be structured for the shortest period consistent with a fair allocation of costs to current and future beneficiaries or users. Long-term debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed. All debt issued will adhere to state and federal law regarding the length of time the debt may be outstanding.

Debt Structure

Debt will be structured to achieve the lowest possible net cost to the school district given market conditions, the urgency of the capital project, the type of debt being issued, and the nature and type of repayment source. To the extent possible, the school district will design the repayment of its overall debt to rapidly recapture its credit capacity for future use.

Generally, the school district will only issue fixed-rate debt. In very limited circumstances, the school district may issue variable rate debt, consistent with the limitations of Iowa law and upon a finding of the board that the use of fixed rate debt is not in the best interest of the school district and a statement of the reasons for the use of variable rate debt.

All debt may be structured using discount, par or premium coupons, and as serial or term bonds or notes, or any combination thereof, consistent with Iowa law. The school district should utilize the coupon structure that produces the lowest True Interest Cost (TIC) taking into consideration the call option value of any callable maturities.

The school district will strive to structure their debt in sinking fund installments for each debt issue that achieves, as nearly as practicable, level debt service within an issue or overall debt service within a particular classification of debt.

Derivatives (including, but not limited to, interest rate swaps, caps, collars, corridors, ceiling and floor agreements, forward agreements, float agreements, or other similar financing arrangements), zero-coupon or capital appreciation bonds are not allowed to be issued consistent with State law.

Decision Analysis to Issue Debt

Whenever the school district is contemplating the issuance of debt, information will be developed concerning the following four categories commonly used by rating agencies assessing the school district's credit worthiness, listed below.

Debt Analysis – Debt capacity analysis; purpose for which debt is proposed to be issued; debt structure; debt burden; debt history and trends; and adequacy of debt and capital planning.

DEBT MANAGEMENT POLICY

Financial Analysis – Stability, diversity, and growth rates of tax or other revenue sources; trend in assessed valuation and collections; current budget trends; appraisal of past revenue and expenditure trends; history and long-term trends of revenues and expenditures; evidences of financial planning; adherence to GAAP; audit results; fund balance status and trends in operating and debt funds; financial monitoring systems and capabilities; and cash flow projections.

Governmental and Administrative Analysis – Government organization structure; location of financial responsibilities and degree of control; adequacy of basic service provision; intergovernmental cooperation/conflict and extent of duplication; and overall planning efforts.

Economic Analysis – Geographic and location advantages; population and demographic characteristics; wealth indicators; types of employment, industry and occupation; housing characteristics; new construction; evidences of industrial decline; and trend of the economy.

DEBT ISSUANCE

Credit Enhancement

Credit enhancements (.i.e., bond insurance, etc.) may be used but only when the net debt service on the debt is reduced by more than the costs of the credit enhancement.

Costs and Fees

All costs and fees related to issuing the debt will be paid out of debt proceeds and allocated across all projects receiving proceeds of the debt issue.

Method of Sale

Generally, all school district debt will be sold through a competitive bidding process. Bids will be awarded on a TIC basis providing other bidding requirements are satisfied.

The school district may sell debt using a negotiated process in extraordinary circumstances when the complexity of the issue requires specialized expertise, when the negotiated sale would result in substantial savings in time or money, or when market conditions of school district credit are unusually volatile or uncertain.

Professional Service Providers

The school district will retain external bond counsel for all debt issues. All debt issued by the school district will include a written opinion by bond counsel affirming that the school district is authorized to issue the debt, stating that the school district has met all Iowa constitutional and statutory requirements necessary for issuance and determining the debt's federal income tax status. The bond counsel retained must have comprehensive municipal debt experience and a thorough understanding of Iowa law as it relates to the issuance of the particular debt.

The school district will retain an independent financial advisor. The financial advisor will be responsible for structuring and preparing all offering documents for each debt issue. The financial advisor retained will have comprehensive municipal debt experience, experience with diverse financial structuring and pricing of municipal securities.

The treasurer shall have the authority to periodically select other service providers (e.g., escrow agents, verification agents, trustees, arbitrage consultants, rebate specialist, etc.) as necessary to meet legal requirements and minimize net debt costs. These services can include debt restructuring services and security or escrow purchases.

DEBT MANAGEMENT POLICY

Compensation for bond counsel, financial advisor and other service providers will be as economical as possible and consistent with industry standards for the desired qualification levels.

DEBT MANAGEMENT

Investment of Debt Proceeds

The school district shall invest all proceeds received from the issuance of debt separate from the school district's consolidated cash pool unless otherwise specified by the authorizing bond resolution or trust indenture. Investments will be consistent with those authorized by Iowa law and the school district's Investment Policy to maintain safety of principal and liquidity of the funds.

Arbitrage and Record Keeping Compliance

The treasurer shall maintain a system of record keeping reporting and compliance procedures with respect to all federal tax requirements which are currently, or may become applicable through the lifetime of all tax-exempt or tax credit bonds.

Federal tax compliance, record-keeping reporting and compliance procedures shall include not shall not be limited to:

- 1) post-issuance compliance procedures (including proper use of proceeds, timely expenditure of proceeds, proper use of bond financed property, yield restriction and rebate, and timely return filing);
- 2) proper maintenance of records to support federal tax compliance;
- 3) investments and arbitrage compliance;
- 4) expenditures and assets;
- 5) private business use; and
- 6) designation of primary responsibilities for federal tax compliance of all bond financings.

Financial Disclosure

The school district is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share comprehensible and accurate financial information. The school district is dedicated to meeting secondary disclosure requirements on a timely and comprehensive basis, as promulgated by the Securities and Exchange Commission.

The Official Statements accompanying debt issues, Annual Audits, and Continuing Disclosure statements will meet the standards articulated by the Municipal Securities Rulemaking Board (MSRB), the Government Accounting Standards Board (GASB), the Securities and Exchange Commission (SEC), Generally Accepted Accounting Principles (GAAP) and the Internal Revenue Service (IRS). The treasurer shall be responsible for ongoing debt disclosure as required by any Continuing Disclosure Certificate for any debt issue and for maintain compliance with disclosure standards promulgated by state and federal regulatory bodies.

Legal Reference Iowa Code §§ 74-76; 278.1; 298; 298A (2013).

Cross Reference: 701 Financial Accounting System
 704 Revenue

AVAILABLE IN 2013-2014 FOR ALL ELIGIBLE EMPLOYEES. IN FOLLOWING YEARS ONLY EMPLOYEES REACHING THE RULE OF 88 IN THAT YEAR MAY ELECT.

7. These early retirement benefits are a one-time benefit and any individual electing early retirement will be required to acknowledge that any future employment which is performed at the request of the District shall not entitle the employee to elect on a second occasion an early retirement benefit or claim any rights under the Age Discrimination in Employment Act.

Superintendent of Schools
Date

APPLICATION FOR EARLY RETIREMENT AND

RESIGNATION, WAIVER AND RELEASE, AND COVENANT NOT TO REAPPLY

The undersigned hereby makes application for early retirement benefits of the Central-Lyon Community School District.

Name: _____

Date: _____

Age as of June 30, 20__ : _____

Full-time equivalent years of service _____

Average Percent of Employment to 100% _____

Benefits of \$ _____ will be applied to the district's available Health Reimbursement Account for use by retiree.

I hereby make this application on the ____ day of _____, 20__ with the understanding I have seven (7) days to withdraw this application and forego the benefit amounts. I understand by withdrawing the application for early retirement benefits, it is not a guarantee of future employment with the District.

I represent I have been told to consult an attorney. I have had 45 days to consider this agreement. I have not been pressured to sign.

I hereby waive any and all rights under the Older Workers Benefit and Protection Act and Age Discrimination In Employment Act (ADEA) and specifically release the District from any potential claims for age discrimination. I understand by making application for early retirement benefits that is a one-time benefit and I not only am releasing the District from the statutory claims based on my age and current occupation but I am also giving to the District a covenant not to reapply with the District in the future. I understand that any future employment with the District would be available solely at the request of the District and that if I make application with the District and am not granted employment, I do not have any rights or claims under the Older Workers Benefit and Protection Act or the Age Discrimination In Employment Act.

I am asking the Board of Directors to consider this application as my resignation from current employment, which resignation will be effective June 30, 20__.

Retiring Employee

Date

This application was accepted by the Board of Directors this ____ day of _____, _____.

Board Secretary

Date

Memorandum

To: Central Lyon Board of Education
From: David Ackerman, Superintendent
Date: June 13, 2013
Re: Breakfast/Hot Lunch Prices

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

Lunch TK-5.....	\$1.85
Lunch 6-8	\$1.95
Lunch 9-12	\$2.10
Individual Milk	\$.35
Second Meal.....	\$3.20
Adult Meal	\$3.20
Breakfast K – 12	\$1.30
Extra Juice.....	\$.35
Adult Breakfast	\$1.45
Afternoon Milk - (Grades K-3)	\$31.15 Semester \$62.30 Year
Snack Time Milk – (Pre-School 4 days)	\$25.20 Semester \$50.40 Year
Snack Time Milk – (TK 3 days)	\$18.75 Semester \$37.50 Year

The meal price increases are due to the increased food costs, nutrition standards and portion sizes changes required by USDA regulations. The District must also increase meal prices to be compliant with the Equity in School Lunch Pricing Provision. It is required that the weighted average price to eventually be equal to or above \$2.59 per lunch. The proposed price increases include a 10 cent increase for meals served. Extra milk and juice prices have stayed the same. Breakfast, second meal, and adult meals reflect a 10 cent increase.

It is recommended that you approve the above meal prices for 2013-2014.