

# **Central Lyon Community School Board Packet**

**Monday, March 8, 2021  
Regular Board Meeting ~ 7:00PM**



**The Public is invited to attend.  
Meetings are held in the board room.**



# Central Lyon Community School

1010 S. Greene St.  
Rock Rapids, IA 51246

712.472.2664  
712.472.2115

Brent Jorth, Superintendent  
Jason Engleman, 7-12 Principal  
Steve Harman, PS-6 Principal

[www.centrallyon.org](http://www.centrallyon.org)

*Mission: To provide an education and the opportunity for ALL students to become productive, life-long learners.*

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**Date:** Friday, March 5, 2021

**What:** Regular School Board Meeting

**When:** Monday, February 8, 2021, 7:00 p.m.

**Where:** Central Lyon Community School Board Room

- Available to view & listen online at Central Lyon Broadcasting: <https://www.youtube.com/watch?v=e5VtWRSm79o>
- Space is limited and social distancing will be encouraged. Visitors should plan to wear a face covering in the event they cannot maintain a six-foot distance from others.

**Notice:** Community members may submit written comment to be read during Public Participation on Non-Agenda Items. Comments should be delivered to 1010 S. Greene St. by 6:45 P.M, March 8.

Community members who wish to address the Board during the Public Participation portion of the meeting will be granted five (5) minutes to make their statement. The Board will not be answering questions, nor will the Board be asking questions of the public during the Public Participation portion of the meeting.

## **Agenda:**

- I. Call to Order
  - A. Roll Call
  - B. Pledge of Allegiance
- II. Consent Agenda Items
  - A. Adopt Agenda
  - B. Minutes of Past Meetings
  - C. Financial Report
  - D. Summary List of Bills
- III. Recognition/Congratulations to Students, Staff, and Community
- IV. Communications
  - A. Public Participation on Non-Agenda Items
  - B. Correspondence
- V. Reports
  - A. Principal Reports
    1. Mr. Harman – Elementary Report Card Revisions Coming in Fall of 2021
    2. Mr. Engleman – Secondary Art Education
  - B. School Business Official
    1. FY22 Budget Update
  - C. Board Members
  - D. Superintendent
    1. Legislative Update
    2. TAG Program
  - E. Other
- VI. Old Business

VII. New Business

- A. Consider Premier Communications Service Contract
- B. Review Board Policy
  - 1. 203.2 – Review and Revision of Policy
  - 2. 415.1 and E1– Early Retirement Incentive-Licensed Teaching Staff
  - 3. 605.1 and R1 – Instructional Materials Selection
  - 4. 605.2 – Instructional Materials Inspection
  - 5. 605.3 and R1, E1, E2 & E3 – Objection to Instructional Materials
  - 6. 605.4 – Technology and Instructional Materials
  - 7. 605.5 – School Library
  - 8. 605.6 and R1, E1 & E2 – Internet – Appropriate Use
  - 9. 605.7 and R1 – Use of Information Resources
- C. Personnel
  - 1. Resignation
    - a. Rebekah Hakeman: Large Group Speech Sponsor
  - 2. Transfer
    - a. Jill Pytleski: 4<sup>th</sup> Grade to 2<sup>nd</sup> Grade Teacher
    - b. Paige Metzger: Kindergarten to 4<sup>th</sup> Grade Teacher
  - 3. Hiring
    - a. Karlee Kuyvenhoven: High School Spanish Teacher
    - b. Jarod DeBey: 0.5 FTE – 6<sup>th</sup> Grade Technology/Computer Science Teacher

VIII. Announcements/Dates to Remember

- School Calendar
- Upcoming Events
  - Tuesday, March 9: Parade of Bands Concert (HS Gym)
  - Thursday, March 11: Parent Teacher Conference (5:30-8:30)
  - Friday, March 12: NO SCHOOL / Parent-Teacher Conferences Comp Day
  - Tuesday, March 16: 6-12<sup>th</sup> Grade Vocal Music Concert (Auditorium)
  - Tuesday, March 23: Middle School Swing Choir Showcase (Auditorium)
  - Thursday, March 25: High School Swing Choir Showcase (Auditorium)
  - Monday-Thursday, March 29-April 1: ISASP Testing
  - Friday & Monday, April 2 & 5: NO SCHOOL / Spring Break
  - Monday, April 5: Varsity Girls (Otter Valley-George) & Boys Golf (Sibley GC)
  - Tuesday, April 6: HS Track Meet @ Hull
  - Saturday, April 10: Solo & Ensemble Contest
  - Monday, April 12: School Board Meeting

IX. Adjournment

X. Work Session: Athletic Sharing Agreement and Northwest Iowa Athletic Conference Affiliations

**CENTRAL LYON BOARD MINUTES**  
**February 8, 2021**

The Central Lyon Board of Directors met for a public hearing on the proposed 2021-2022 school calendar in the Board Room of the Central Lyon Community School at 6:55 P.M. with the following members present: President Andy Koob, Vice-President David Jans and Directors Scott Postma, Joel DeWit and Keri Davis. Other individuals present were Superintendent Brent Jorth, School Business Official Jackie Wells, PK-6 Principal Steve Harman, 7-12 Principal Jason Engleman, Kelli Docker, Emily Deutsch, Linnie Ditsworth, Jerry Pytleski and Jessica Jensen.

The hearing was opened at 6:55 P.M. by President Andy Koob. Linnie Ditsworth asked if the daily start time will remain 7:45 A.M and Superintendent Jorth stated schedules, shuttles and bus routes will continue to be reviewed over the next several months. No other comments were received from the public. The hearing was closed at 7:00 P.M.

The Central Lyon Board of Directors met in regular session in the Board Room of the Central Lyon Community School at 7:00 P.M. with the following members present: President Andy Koob, Vice-President David Jans and Directors Scott Postma, Joel DeWit and Keri Davis. Other individuals present were Superintendent Brent Jorth, School Business Official Jackie Wells, PK-6 Principal Steve Harman, 7-12 Principal Jason Engleman, Kelli Docker, Emily Deutsch, Linnie Ditsworth, Jerry Pytleski and Jessica Jensen.

The meeting was called to order at 7:00 P.M.

Postma moved to approve the agenda with additional bills presented and Jans seconded, carried 4-0.

Jans moved to approve additional agenda items including minutes of past meetings, the financial report through January 31, 2021 and the summary list of bills; Davis seconded, carried 4-0.

Director DeWit arrived at 7:02 P.M.

Superintendent Jorth presented a list for student, staff and community recognitions and congratulations.

In reports, Mr. Harman reviewed elementary literacy and described Tier I and Tier II specially designed instruction. Additional testing scores will be presented later this year. Mr. Engleman reviewed Career and Technical Education and High School Business Department class offerings. School Business Official Jackie Wells reviewed the PPEL/SAVE 5-year projection including roof repairs/replacement, transportation purchases, technology purchased and buildings & grounds improvements and purchases.

Board President Andy Koob reported that he recently attended the County Assessors Board meeting for budget review and approval.

Superintendent Jorth provided a legislative update including review of the school voucher bill, state supplemental aid and other items.

DeWit moved to approve the 2021-2022 school calendar and Postma seconded, carried 5-0.

Postma moved to approve the 1<sup>st</sup> reading with no 2<sup>nd</sup> reading required of policy revisions 503.6

(R1, E1-E3), 604.1 – 604.8 and 604.10 – 604.11; moving policy 604.12 to policy 903.6; and rescinding policies 604.1, 604.9, 604.13 – 604.15. Davis seconded, carried 5-0.

In personnel, DeWit moved to approve the transfers of Linnie Ditsworth, 3<sup>rd</sup> Grade Teacher to 7<sup>th</sup> Grade English/Language Arts and Sam Kruse, 6<sup>th</sup> Grade Technology Education to 7<sup>th</sup> & 8<sup>th</sup> Grade Technology Education/Computer Science and the hiring of Angie Keizer, Long-Term Teaching Substitute. Jans seconded, carried 5-0.

The next regular board meeting will be at 7:00 P.M. on Monday, March 8, 2021 in the Central Lyon board room.

Davis moved to adjourn at 7:46 P.M. and Jans seconded, carried 5-0.

The Central Lyon Board of Directors met for a work session on the FY21 financial update, preliminary FY22 budget and 5-year projections in the Board Room of the Central Lyon Community School following adjournment with the following members present: President Andy Koob, Vice-President David Jans and Directors Scott Postma, Joel DeWit and Keri Davis. Other individuals present were Superintendent Brent Jorth, School Business Official Jackie Wells, PK-6 Principal Steve Harman, 7-12 Principal Jason Engleman and Kelli Docker.

GENERAL FUND SUMMARY  
for the month ending

FEBRUARY, 2021

3

OPENING BALANCE 1,975,202.60

INCOME

PROPERTY TAX 32,694.91  
UTILITY REPLACEMENT 0.00  
INSTRUCT SUPP SURTAX 103,673.43  
COMM & INDUSTRIAL 0.00

TOTAL PROP/SURTAX 136,368.34

STATE AID 358,742.00  
PRE-SCHOOL 15,433.00  
TEACHER COMP 44,622.00  
TEACHER PD 5,137.00  
EARLY INTERVENTION 4,782.00  
TEACHER LEADERSHIP 25,805.00  
AEA FLOW THROUGH 0.00

TOTAL STATE AID 454,521.00

LOCAL 33,029.71  
STATE 69.00  
FEDERAL 32,556.13

TOTAL REVENUE 656,544.18

EXPENDITURES

SALARIES 475,886.19  
BENEFITS 156,139.43  
PROF & TECH SERVICES 15,344.25  
PROPERTY SERVICES 11,846.84  
PURCHASED SERVICES W/ OE 52,654.29  
SUPPLIES 29,843.26  
PROPERTY/EQUIPMENT 6,235.57  
MISC 0.00  
OTHER USES 0.00

TOTAL EXPENDITURES 747,949.83

RECEIVABLES 0.00  
PAYABLES 234.40

CASH BALANCE 1,883,562.55

DEPOSITS

FRONTIER BANK 1,883,548.98  
US BANK  
PREMIER BANK  
ISJIT 13.57

TOTAL DEPOSITS 1,883,562.55

CUMULATIVE 3 Year Comparison

	2018-2019	2019-2020	2020-2021	Variance Prior Year	Cumulative REV vs EXP
<u>REVENUE</u>					
July	\$ 54,728	\$ 750	\$ 30,036	\$ 29,286	(174,821.40)
August	\$ 102,016	\$ 869,107	\$ 154,930	\$ (714,177)	(258,875.17)
September	\$ 1,000,273	\$ 970,530	\$ 973,844	\$ 3,314	(168,502.33)
October	\$ 2,562,751	\$ 2,751,303	\$ 2,768,116	\$ 16,813	906,693.36
November	\$ 3,203,623	\$ 3,322,667	\$ 3,352,992	\$ 30,325	761,583.54
December	\$ 4,188,368	\$ 4,299,386	\$ 4,369,834	\$ 70,448	955,285.60
January	\$ 4,732,541	\$ 4,951,754	\$ 5,035,312	\$ 83,558	773,340.98
February	\$ 5,739,718	\$ 5,926,651	\$ 5,691,857	\$ (234,794)	681,935.33
March	\$ 6,328,717	\$ 6,574,337			0.00
April	\$ 7,932,992	\$ 8,159,036			0.00
May	\$ 8,676,930	\$ 8,968,120			0.00
June	\$ 9,332,100	\$ 9,698,755			0.00
<u>EXPENDITURES</u>					
July	\$ 251,911	\$ 210,068	\$ 204,857	\$ (5,211)	(174,821.40)
August	\$ 519,063	\$ 461,870	\$ 413,805	\$ (48,065)	(258,875.17)
September	\$ 1,248,752	\$ 1,178,122	\$ 1,142,346	\$ (35,776)	(168,502.33)
October	\$ 2,001,205	\$ 1,888,019	\$ 1,861,423	\$ (26,596)	906,693.36
November	\$ 2,832,172	\$ 2,636,711	\$ 2,591,408	\$ (45,302)	761,583.54
December	\$ 3,588,504	\$ 3,526,410	\$ 3,414,549	\$ (111,861)	955,285.60
January	\$ 4,278,625	\$ 4,246,678	\$ 4,261,971	\$ 15,294	773,340.98
February	\$ 5,496,824	\$ 5,349,296	\$ 5,009,921	\$ (339,375)	681,935.33
March	\$ 6,230,424	\$ 6,090,181			0.00
April	\$ 6,948,070	\$ 6,859,711			0.00
May	\$ 7,706,264	\$ 7,641,375			0.00
June	\$ 9,365,145	\$ 9,586,770			0.00
<u>CASH</u>					
July	\$ 1,388,912	\$ 1,083,716	\$ 1,401,448	\$ 317,732	
August	\$ 769,891	\$ 476,183	\$ 930,145	\$ 453,962	
September	\$ 932,363	\$ 614,377	\$ 1,015,068	\$ 400,691	
October	\$ 1,600,278	\$ 1,687,276	\$ 2,091,235	\$ 403,959	
November	\$ 1,412,754	\$ 1,517,632	\$ 1,962,302	\$ 444,670	
December	\$ 1,643,417	\$ 1,605,849	\$ 2,231,515	\$ 625,666	
January	\$ 1,493,632	\$ 1,542,775	\$ 1,975,203	\$ 432,428	
February	\$ 1,287,206	\$ 1,424,479	\$ 1,883,563	\$ 459,084	
March	\$ 1,147,237	\$ 1,334,779			
April	\$ 2,032,926	\$ 2,154,406			
May	\$ 2,018,590	\$ 2,188,896			
June	\$ 2,010,677	\$ 2,125,421			

Special Revenue Funds Cumulative Fiscal YTD  
FEBRUARY, 2021

Management	Physical Plant & Equipment Levy	Playground & Recreational Equipment Levy	SAVE - Secured Advancement Value for Education	Debt Service
	\$206,988.89	\$264,815.80	\$60,244.58	\$0.22
Taxes YTD	\$163,709.27	Taxes YTD	\$23,872.40	Taxes YTD
Misc. Income	\$600.00	Board Approved		
		Voter Approved		
Interest YTD	\$0.00	Interest YTD	\$0.00	Interest YTD
		Miscellaneous		SILO/PPEL Transfers
		Fund Transfer		
Early Retirement	\$54,000.00	Equipment	\$8,820.61	Interest
District Insurance Policy	\$218,962.90	Building/Land Repairs	\$1,297.50	Principal
Workman's Comp	\$0.00	Vehicles	\$0.00	Fees
Unemployment	\$0.00	Software	\$32,150.61	Transfers Out
Payables	\$0.00	Payables	\$0.00	Payables
Receivables	\$0.00	Receivables	\$0.00	Receivables
Cash Balance	\$98,335.26	\$219,285.75	\$73,998.87	\$0.22
Checking	\$27,431.91	\$34,504.32	\$2,895.38	\$0.00
Frontier Bank	\$70,903.35	\$184,781.43	\$71,103.49	\$131,423.34
USBank	\$0.00	\$0.00	\$0.00	\$0.00
Premier Bank	\$0.00	\$0.00	\$0.00	\$289,699.06
ISIT	\$0.00	\$0.00	\$0.00	\$2.93
Deposit Balance	\$98,335.26	\$219,285.75	\$73,998.87	\$450,803.14


PPEL/SAVE Combined

Date	Description/Comments	Receipts	Disbursements	Balance
Opening Balance				\$1,617,408.79
YTD	Interest, Property Taxes			\$2,221,066.83
YTD	Revenue Bond P&I	\$603,658.04	\$270,982.50	\$1,950,084.33
YTD	construction service		\$1,070,531.78	\$879,552.55
YTD	equipment		\$124,053.85	\$755,498.70
YTD	building/land improvements		\$81,241.70	\$674,257.00
Cash Balance				\$674,257.00
Deposit Balance		\$603,658.04	\$1,546,809.83	\$670,088.89

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

for the MONTH ending FEBRUARY, 2021 (non-cumulative)

	Activity Fund	Hot Lunch Fund	Student Construction	FFA Farm Fund	Split Funding
Opening Balance	\$334,199.03	\$173,194.91	-\$13,287.17	\$3,651.13	\$546,093.33
Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales & Reimbursements	\$0.00	\$48,969.78	\$0.00	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$0.00	\$16,623.34
Misc	\$29,603.52	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues	\$29,603.52	\$48,969.78	\$0.00	\$0.00	\$16,623.34
Salaries	\$0.00	\$13,644.69	\$0.00	\$0.00	\$0.00
Benefits	\$0.00	\$4,206.15	\$0.00	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$0.00	\$6,772.70
Misc	\$36,448.12	\$15,979.98	\$3,107.20	\$422.40	\$0.00
Payables/Receivables	\$0.00	-\$739.39	\$0.00	\$0.00	\$0.00
Total Expenditures	\$36,448.12	\$33,091.43	\$3,107.20	\$422.40	\$6,772.70
Cash Balance	\$327,354.43	\$189,073.26	-\$16,394.37	\$3,228.73	\$555,943.97
Checking	\$158,625.32	\$189,073.26	-\$16,394.37	\$3,228.73	\$555,943.97
Frontier Bank	\$198,729.11	\$0.00	\$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
Deposit Balance	\$357,354.43	\$189,073.26	-\$16,394.37	\$3,228.73	\$555,943.97

 Jackie Wells, SBO



GENERAL FUND BOARD REPORT

MARCH 8, 2021 INVOICES

<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 OPERATING FUND</b>		
AFLAC	00000026186	ADDTL EMPLOYEE INSURANCE	358.51	
AFLAC	00000028630	ADDTL EMPLOYEE INSURANCE	358.51	
		<b>Vendor Total:</b>		<b>717.02</b>
AVESIS THIRD PARTY ADMINISTRATORS, INC	2631599	VISION INSURANCE	461.23	
		<b>Vendor Total:</b>		<b>461.23</b>
BOYDEN HULL COMM SCHOOL DIST	FY21 SEM 1 SpED	FY21 SEM1 SpED	5,331.99	
BOYDEN HULL COMM SCHOOL DIST	FY21 SEM1 OE_2	FY21 OPEN ENROLL	6,880.00	
		<b>Vendor Total:</b>		<b>12,211.99</b>
CAROLINA BIOLOGICAL SUPPLY CO	51300802	PAINTED LADY BUTTERFLY KITS	111.70	
CAROLINA BIOLOGICAL SUPPLY CO	51300802 RI	MS STEM - PLANT CART	56.93	
CAROLINA BIOLOGICAL SUPPLY CO	51318687	PLANT CART	56.93	
		<b>Vendor Total:</b>		<b>225.56</b>
CENTURY BUSINESS PRODUCTS	556855	TECHNOLOGY SUPPLIES	276.89	
		<b>Vendor Total:</b>		<b>276.89</b>
CHAMBER OF COMMERCE	913015	PBIS AWARDS	50.00	
		<b>Vendor Total:</b>		<b>50.00</b>
CHILDREN'S CARE HOSPITAL & SCHOOL	1/2021 SpED	1/2021 SpED PLACEMENT SERVICES	7,189.50	
		<b>Vendor Total:</b>		<b>7,189.50</b>
COOPERATIVE ENERGY COMPANY	20210212	FUEL	88.59	
		<b>Vendor Total:</b>		<b>88.59</b>
CULLIGAN SOFT WATER SERVICE	1/21-2/21 SERVICE	SALT, WATER	696.75	
		<b>Vendor Total:</b>		<b>696.75</b>
D/B/A PREMIER COMMUNICATIONS, PREMIER NETWORK SOLUTIONS	8923	CONSULTING SERVICES	400.00	
		<b>Vendor Total:</b>		<b>400.00</b>
DOON PRESS	1/21 LEGAL	ADVERTISING	225.00	
		<b>Vendor Total:</b>		<b>225.00</b>
EDGENUITY	144048	CREDIT RECOVERY SOFTWARE	5,250.00	
		<b>Vendor Total:</b>		<b>5,250.00</b>
G&R CONTROLS, INC	121590	HVAC REPAIRS	930.25	
		<b>Vendor Total:</b>		<b>930.25</b>
GEORGE OFFICE PRODUCTS	1237268	STAMP	23.00	
GEORGE OFFICE PRODUCTS	1238340	PRE-K EQUIPMENT	200.00	
		<b>Vendor Total:</b>		<b>223.00</b>
HEALTH SERVICES OF LYON CO	883	NURSING & WELLNESS	3,549.00	
		<b>Vendor Total:</b>		<b>3,549.00</b>

**GENERAL FUND BOARD REPORT**  
**MARCH 8, 2021 INVOICES**

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
HILLYARD/SIOUX FALLS	604239510	CLEANING SUPPLIES	62.15	
		<b>Vendor Total:</b>		<b>62.15</b>
IDITAROD TRAIL COMMITTEE	20210301	CLASSROOM ON DEMAND TRACKER	67.95	
		<b>Vendor Total:</b>		<b>67.95</b>
IOWA TESTING PROGRAMS	1057	ISASP SPRING 2021	2,048.00	
		<b>Vendor Total:</b>		<b>2,048.00</b>
JW PEPPER & SON	2/26/21 stmt	MS CHOIR MUSIC	372.96	
JW PEPPER & SON	363182726	MUSIC	54.99	
JW PEPPER & SON	363253576	MS/HS CHOIR MUSIC	81.99	
		<b>Vendor Total:</b>		<b>509.94</b>
KONE INC.	959806138	ELEVATOR MAINT & REPAIRS	178.55	
		<b>Vendor Total:</b>		<b>178.55</b>
LEGALSHIELD	20210216	ADDT'L INSURANCE	28.90	
		<b>Vendor Total:</b>		<b>28.90</b>
MARTIN BROS. DISTRIBUTING, INC	20210210	SUPPLIES	294.73	
MARTIN BROS. DISTRIBUTING, INC	20210219	SUPPLIES	498.21	
MARTIN BROS. DISTRIBUTING, INC	20210224	SUPPLIES, FOOD	399.95	
MARTIN BROS. DISTRIBUTING, INC	20210303	SUPPLIES	542.22	
MARTIN BROS. DISTRIBUTING, INC	20210305	SUPPLIES	1,346.82	
		<b>Vendor Total:</b>		<b>3,081.93</b>
MATHESON TRI-GAS, INC.	51761676	SUPPLIES/EQUIPMENT	30.39	
		<b>Vendor Total:</b>		<b>30.39</b>
NEW CENTURY PRESS INC/LYON CO. REPORTER	00156696	ADVERTISING	157.85	
NEW CENTURY PRESS INC/LYON CO. REPORTER	2/2021 ADS	ADVERTISING	125.00	
		<b>Vendor Total:</b>		<b>282.85</b>
NORTHWEST AEA	257-2262021	LAMINATING SUPPLIES	39.60	
		<b>Vendor Total:</b>		<b>39.60</b>
PITNEY BOWES	20210216	POSTAGE METER	503.50	
		<b>Vendor Total:</b>		<b>503.50</b>
PITNEY BOWES	3313110838	POSTAGE METER	163.02	
		<b>Vendor Total:</b>		<b>163.02</b>
PREMIER COMMUNICATIONS	12085194, 12095037	INTERNET/PHONE	868.05	
		<b>Vendor Total:</b>		<b>868.05</b>
ROCK RAPIDS CASHWAY LUMBER, INC	2/2021 SUPPLIES	SUPPLIES, REPAIRS	35.49	
		<b>Vendor Total:</b>		<b>35.49</b>
ROCK RAPIDS HARDWARE	2/21 STMT	SUPPLIES	409.83	
		<b>Vendor Total:</b>		<b>409.83</b>
ROCK RAPIDS MACHINE & WELDING	10966	REPAIRS	7.47	

**GENERAL FUND BOARD REPORT**  
**MARCH 8, 2021 INVOICES**

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			<b>Vendor Total:</b>	<b>7.47</b>
ROCK RAPIDS UTILITIES	thru 2/1/21	UTILITIES	16,482.74	
			<b>Vendor Total:</b>	<b>16,482.74</b>
ROCK VALLEY COMMUNITY SCHOOL	FY21 CONCURRENT	FY21 CONCURRENT SHARE	197.93	
			<b>Vendor Total:</b>	<b>197.93</b>
RUNNING SUPPLY, INC	2/21 STMT	SUPPLIES	254.97	
			<b>Vendor Total:</b>	<b>254.97</b>
SCHOOL BUS SALES	01P7860, 01P8104	BUS PARTS	162.77	
			<b>Vendor Total:</b>	<b>162.77</b>
SCHOOL SPECIALTY INC	208126980300	ART SUPPLIES	175.83	
			<b>Vendor Total:</b>	<b>175.83</b>
STURDEVANT'S AUTO SUPPLY	2/21 PARTS	VEHICLE PARTS	55.16	
			<b>Vendor Total:</b>	<b>55.16</b>
SUNSHINE FOODS	2/21 #134	FRUIT & VEGGIES	2,624.18	
SUNSHINE FOODS	2/21 #203	SpED SUPPLIES	3.98	
SUNSHINE FOODS	2/21 #256	SUPPLIES	56.91	
			<b>Vendor Total:</b>	<b>2,685.07</b>
TIMBERLINE BILLING SERVICE LLC	20998	MEDICAID ASSIST/REIMBURSEMENTS	549.18	
			<b>Vendor Total:</b>	<b>549.18</b>
UNITED STATES POST OFFICE	2021 PI 5	MARKET MAIL PERMIT	245.00	
			<b>Vendor Total:</b>	<b>245.00</b>
US BANK	1/2021 MISC	TEXTS, TECH, SUPPLIES, DUES	2,766.69	
US BANK	20210218- 0003	SpED SUPPLIES	17.95	
US BANK	20210218- 0004	BOOKS	386.71	
			<b>Vendor Total:</b>	<b>3,171.35</b>
VANWYHE, SUSAN	20210305	REIMBURSEMENT	116.81	
			<b>Vendor Total:</b>	<b>116.81</b>
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	210390008496	HEALTH INSURANCE PREMIUMS	73,493.20	
			<b>Vendor Total:</b>	<b>73,493.20</b>
			<b>Fund Total:</b>	<b>138,402.41</b>
<b>Checking</b>	<b>1</b>	<b>Fund: 22 MANAGEMENT FUND</b>		
IOWA WORKFORCE DEVELOPMENT	20210212	UNEMPLOYMENT CLAIM	14.90	
			<b>Vendor Total:</b>	<b>14.90</b>
SU INSURANCE COMPANY	sw3793-4	EQUIPMENT BREAKDOWN INSURANCE	20,491.25	
			<b>Vendor Total:</b>	<b>20,491.25</b>
			<b>Fund Total:</b>	<b>20,506.15</b>

**GENERAL FUND BOARD REPORT**  
**MARCH 8, 2021 INVOICES**

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<b>Checking</b>	<b>1</b>	<b>Fund: 64 STUDENT CONSTRUCTION</b>		
AGUILAR DRYWALL & PAINTING, LLC	20210212	HOUSE PROJECT	1,850.00	
		<b>Vendor Total:</b>		<b>1,850.00</b>
COOPERATIVE ENERGY COMPANY	20210212	FUEL	25.58	
		<b>Vendor Total:</b>		<b>25.58</b>
MENARDS	44233	HOUSE PROJECT	2,008.96	
		<b>Vendor Total:</b>		<b>2,008.96</b>
ROCK RAPIDS CASHWAY LUMBER, INC	2/2021 SUPPLIES	SUPPLIES, REPAIRS	747.87	
		<b>Vendor Total:</b>		<b>747.87</b>
ROCK RAPIDS HARDWARE	2/21 STMT	SUPPLIES	84.89	
		<b>Vendor Total:</b>		<b>84.89</b>
		<b>Fund Total:</b>		<b>4,717.30</b>
<b>Checking</b>	<b>1</b>	<b>Fund: 69 ENTERPRISE/FFA PROPERTY</b>		
COOPERATIVE FARMERS ELEVATOR	2/21 services	FFA FARM SERVICES	10.42	
		<b>Vendor Total:</b>		<b>10.42</b>
LEUTHOLD PLUMBING, HEATING, ELECTRICAL, INC	118824	FFA FARM SERVICE	225.00	
		<b>Vendor Total:</b>		<b>225.00</b>
ROCK RAPIDS UTILITIES	thru 2/1/21	UTILITIES	44.27	
		<b>Vendor Total:</b>		<b>44.27</b>
		<b>Fund Total:</b>		<b>279.69</b>
		<b>Checking Account Total:</b>		<b>163,905.55</b>
<u>Checking</u>	<b>2</b>			
<b>Checking</b>	<b>2</b>	<b>Fund: 61 SCHOOL NUTRITION FUND</b>		
AVESIS THIRD PARTY ADMINISTRATORS, INC	2631599	VISION INSURANCE	8.76	
		<b>Vendor Total:</b>		<b>8.76</b>
CASEY'S BAKERY	2/21 SUPPLIES	FOOD SUPPLEIS	1,053.09	
		<b>Vendor Total:</b>		<b>1,053.09</b>
CLAREY'S DAIRY	3/1/21 STMTS DAIRY	LUNCH, ICE CREAM	2,143.08	
		<b>Vendor Total:</b>		<b>2,143.08</b>
MARTIN BROS. DISTRIBUTING, INC	20210210	SUPPLIES	1,810.79	
MARTIN BROS. DISTRIBUTING, INC	20210219	SUPPLIES	3,335.17	
MARTIN BROS. DISTRIBUTING, INC	20210224	SUPPLIES, FOOD	2,871.98	
MARTIN BROS. DISTRIBUTING, INC	20210303	SUPPLIES	3,668.47	
MARTIN BROS. DISTRIBUTING, INC	20210305	SUPPLIES	1,450.84	
		<b>Vendor Total:</b>		<b>13,137.25</b>
RESTAURANT EQUIPMENT REPAIR OF SIOUX FALLS, INC	08607	WALK IN FREEZER REPAIRS	854.20	
		<b>Vendor Total:</b>		<b>854.20</b>
SUNSHINE FOODS	2/21 #250	FOOD	29.39	

**GENERAL FUND BOARD REPORT**  
**MARCH 8, 2021 INVOICES**

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			<b>Vendor Total:</b>	<b>29.39</b>
WAYNE MEYER ELECTRIC INC	15475	REPAIRS	219.03	
			<b>Vendor Total:</b>	<b>219.03</b>
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	210390008496	HEALTH INSURANCE PREMIUMS	1,994.90	
			<b>Vendor Total:</b>	<b>1,994.90</b>
			<b>Fund Total:</b>	<b>19,439.70</b>
			<b>Checking Account Total:</b>	<b>19,439.70</b>
<u>Checking</u>	3			
<b>Checking</b>	<b>3</b>	<b>Fund: 21 STUDENT ACTIVITY FUND</b>		
BOB'S PIANO SERVICE INC	67808	PIANO TUNING	220.00	
			<b>Vendor Total:</b>	<b>220.00</b>
BOOGERD, RON	20/21 BBALL	20/21 CLOCK OPERATOR	380.00	
			<b>Vendor Total:</b>	<b>380.00</b>
CLAREY'S DAIRY	3/1/21 STMTS DAIRY	LUNCH, ICE CREAM	300.00	
			<b>Vendor Total:</b>	<b>300.00</b>
DIEREN, TODD OR STACY	20/21 WRESTLING	20/21 WRESTLING TABLE OPS	20.00	
			<b>Vendor Total:</b>	<b>20.00</b>
DOCKER, BENJAMIN	20/21 BROADCASTING	20/21 BROADCASTING ANNOUNCER	60.00	
			<b>Vendor Total:</b>	<b>60.00</b>
DOCKER, KELLI	20/21 BBALL	20/21 BBALL CLOCK OPERATOR	140.00	
			<b>Vendor Total:</b>	<b>140.00</b>
EMMETSBURG HIGH SCHOOL	3/2021 JAZZ CONTEST	JAZZ CONTEST REGISTRATION	200.00	
			<b>Vendor Total:</b>	<b>200.00</b>
ENGLEMAN, JASON	20/21 BROADCASTING	20/21 BROADCASTING ANNOUNCER	420.00	
			<b>Vendor Total:</b>	<b>420.00</b>
ETHREADS EMBROIDERY	11397	JUDGE JACKETS EMBROIDERY	394.61	
			<b>Vendor Total:</b>	<b>394.61</b>
FUGGITT, JASON	20/21 WRESTLING	20/21 WRESTLING TABLE OPS	20.00	
			<b>Vendor Total:</b>	<b>20.00</b>
GOLF PRODUCTS, INC./GOLF BALL.NET	18539	callaway GOLF SUPPLIES	110.00	
			<b>Vendor Total:</b>	<b>110.00</b>
GRAPHIC EDGE LLC, THE	1480589	TRACK SWEATS RESALE	1,544.43	
			<b>Vendor Total:</b>	<b>1,544.43</b>
IOWA GIRLS' HIGH SCHOOL ATHLETIC UNION	2021 POST-SEASON	2021 GIRLS' REGIONAL BBALL	3,996.00	
			<b>Vendor Total:</b>	<b>3,996.00</b>

**GENERAL FUND BOARD REPORT**  
**MARCH 8, 2021 INVOICES**

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
IOWA HIGH SCHOOL MUSIC ASSOC	FY21 JAZZ FESTIVAL	20/21 JAZZ FESTIVAL	502.00	
		<b>Vendor Total:</b>		<b>502.00</b>
IOWA HIGH SCHOOL SPEECH ASSOC	20210303	IND. STATE SPEECH REGISTRATION	110.00	
		<b>Vendor Total:</b>		<b>110.00</b>
KOERSELMAN, CORKY	20/21 CLINIC	GUEST CLINICIAN	100.00	
		<b>Vendor Total:</b>		<b>100.00</b>
KRUSE, DEB	20/21 BBALL	20/21 BBALL BOOKKEEPER	540.00	
		<b>Vendor Total:</b>		<b>540.00</b>
KRUSE, GEOFF	20/21 BBALL	20/21 BBALL CLOCK OPERATOR	140.00	
KRUSE, GEOFF	20/21 BROADCASTING	20/21 BROADCASTING ANNOUNCER	450.00	
		<b>Vendor Total:</b>		<b>590.00</b>
MARTIN BROS. DISTRIBUTING, INC	20210219	SUPPLIES	505.56	
MARTIN BROS. DISTRIBUTING, INC	8812517	SUPPLIES	499.21	
MARTIN BROS. DISTRIBUTING, INC	8833461	SUPPLIES	262.48	
		<b>Vendor Total:</b>		<b>1,267.25</b>
MCCORMACK DISTRIBUTING CO	1266195	ICE CREAM SUPPLIES	435.00	
		<b>Vendor Total:</b>		<b>435.00</b>
MEYER, TANA	20/21 BBALL	20/21 BBALL CLOCK OPERATOR	60.00	
		<b>Vendor Total:</b>		<b>60.00</b>
NATIONAL FFA ORGANIZATION	MDS221536- 222277	FFA SUPPLIES	2,408.40	
		<b>Vendor Total:</b>		<b>2,408.40</b>
PETERSON, MARK	20/21 BBALL	20/21 BBALL CLOCK OPERATOR	120.00	
		<b>Vendor Total:</b>		<b>120.00</b>
PIZZA RANCH	2/21 SERVICE	CONCESSIONS SUPPLIES	520.00	
		<b>Vendor Total:</b>		<b>520.00</b>
POPKES CAR CARE	2/2021 9-75 FOOD	CONCESSIONS SUPPLIES	489.00	
		<b>Vendor Total:</b>		<b>489.00</b>
POSTMA, DWAYNE	20/21 WRESTLING	20/21 WRESTLING ANNOUNCER	30.00	
		<b>Vendor Total:</b>		<b>30.00</b>
RECK, DIANE	20210222	REWARDS	37.54	
		<b>Vendor Total:</b>		<b>37.54</b>
RIDDELL ALL AMERICAN SPORTS	60421638, 951323012	GEAR BAG, SCRIMMAGE CAP, SHOULDER PADS	254.91	
RIDDELL ALL AMERICAN SPORTS	951323012	FOOTBALL HELMET RECONDITIONING	1,977.40	
		<b>Vendor Total:</b>		<b>2,232.31</b>
ROCK RAPIDS CASHWAY LUMBER, INC	2/2021 SUPPLIES	SUPPLIES, REPAIRS	668.09	

GENERAL FUND BOARD REPORT

MARCH 8, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			<b>Vendor Total:</b>	<b>668.09</b>
ROCK RAPIDS HARDWARE	2/21 STMT	SUPPLIES	59.28	
			<b>Vendor Total:</b>	<b>59.28</b>
SABERS, KEN	2/26/21 CONTEST	CONTEST FEES	100.00	
			<b>Vendor Total:</b>	<b>100.00</b>
STENSLAND CREAMERY	007464	FFA FRUIT SALES_CHEESE CURDS	1,428.00	
			<b>Vendor Total:</b>	<b>1,428.00</b>
SUBWAY	12796582	CONCESSIONS SUPPLIES	1,205.00	
			<b>Vendor Total:</b>	<b>1,205.00</b>
SUNSHINE FOODS	2/21 #252	FFA FRUIT SALES	1,178.21	
SUNSHINE FOODS	2/21 #256	SUPPLIES	14.97	
			<b>Vendor Total:</b>	<b>1,193.18</b>
TODD'S	3/21 SCRIP	SCRIP GIFT CARDS	380.00	
			<b>Vendor Total:</b>	<b>380.00</b>
TRACKWRESTLING.COM	230561132	MS WRESTLING MEET	50.00	
			<b>Vendor Total:</b>	<b>50.00</b>
US BANK	1/2021 MISC	TEXTS, TECH, SUPPLIES, DUES	1,716.61	
US BANK	20210218	MEDIA SUPPLIES	59.90	
US BANK	20210218- 0001	BOOKS	79.92	
US BANK	20210218- 0002	BOOKS	204.54	
US BANK	20210218- 0005	BOOKS	171.18	
			<b>Vendor Total:</b>	<b>2,232.15</b>
VANWYHE, SUSAN	20210218	REIMBURSEMENT	45.18	
			<b>Vendor Total:</b>	<b>45.18</b>
VIS, JOEL	20/21 BROADCASTING	20/21 BROADCASTING ANNOUNCER	30.00	
			<b>Vendor Total:</b>	<b>30.00</b>
WRIGHT, CHRIS	20/21 BBALL	20/21 BBALL CLOCK OPERATOR	310.00	
			<b>Vendor Total:</b>	<b>310.00</b>
WRIGHT, KRISTIN	20/21 BBALL	20/21 BBALL BOOKKEEPER	360.00	
WRIGHT, KRISTIN	20210301	REIMBURSEMENT	75.00	
			<b>Vendor Total:</b>	<b>435.00</b>
			<b>Fund Total:</b>	<b>25,382.42</b>
			<b>Checking Account Total:</b>	<b>25,382.42</b>
<u>Checking</u>	4	Fund: 36	PHYSICAL PLANT & EQUIPMENT	
Checking		3348-3349	21/22 SOFTWARE LICENSURE	11,321.63
JMC INC			<b>Vendor Total:</b>	<b>11,321.63</b>

**GENERAL FUND BOARD REPORT**

MARCH 8, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
		<b>Fund Total:</b>	<b>11,321.63</b>
		<b>Checking Account Total:</b>	<b>11,321.63</b>



## FEBRUARY 2021 Payroll Totals

### **General Fund**

Gross Salaries	\$475,886.19
District Benefits	\$77,027.69
District SS/Medicare	\$34,856.16
District IPERS	\$44,222.79
Employee Share Insurance	<u>\$78,094.21</u>
Total District Cost	\$553,898.62

### **Hot Lunch Fund**

Gross Salaries	\$13,644.69
District Benefits	\$1,975.60
District SS/Medicare	\$944.38
District IPERS	\$1,286.17
Employee Share Insurance	<u>\$3,138.32</u>
Total District Cost	\$14,712.52

## Standards & Benchmark Report Cards

Pre-school, Transitional Kindergarten, Kindergarten, and 1<sup>st</sup> Grade at Central Lyon utilize a Standards and Benchmark Assessment System for not only monitoring student academic growth but also reporting those findings to parents/ guardians. This system references the Iowa Core Standards, or gives each student an achievable mark and then progress or achievement for a level of performance is reported to the parents/ guardians. The reporting system can take on a variety of measures including letters and/ or numbers.

The past few years, the lower elementary staff have been updating both the system of establishing assessments to the appropriate to the age group and the way it is reported. I would like to demonstrate to the Central Lyon School Board, the improvements that are occurring. First, the manner of reporting out results to parents/ guardians needing an overhaul. It was to establish a common reporting system using a 4-point rubric would be utilized for all grades with this system. The number rubrics and definition will look like this: 4- Advanced, 3- Meets Expectations, 2-Developing, 1- Needs Improvement. Also, in this system includes a rubric of NA- No evidence/ Not Assessed, and a P/F- Pass/ Fail for students who are unable to have the traditional measuring assessment, for example- Year 1 ELL Students.

Along with a new rubric system, the assessment strands needed to match the pace and chronological order established by the FAST-Testing Process and Curriculums adopted by the district. Staff acquired several surrounding school report card examples. Comparisons are being made with verbiage and academic strands with those from other schools. The established benchmarks of each grade need to be identified as an age-appropriate Iowa Core Standard. From those comparisons and examination of the Core, each grade level team will devise a listing necessary assessment each student will strive to succeed.

Four times a year, Central Lyon reports out to parents/ guardians progress comparing each student to a given set of standards. On those reports, some standards can monitor and show growth throughout the year and some allow for reporting student achievement at a given point of time. As discussed in the meeting, staff generated and maintained the philosophy for report cards to remain accurate, informative, and useful not only showing celebrations of student achievement/ growth, but areas needing attention for family and school interventions.

**To: Central Lyon Board of Education**  
**From: Jason Engleman, 7-12 Principal**  
**Date: March 3, 2021**  
**Re: Principal Report – Art Programming**

The Central Lyon Art Program is headed by Mr. Greg Towne, who offers a wide selection of artistic courses based on specific mediums. At Central Lyon students in grades 9-12 can elect to enroll in the following semester courses:

- Painting I/II
- Ceramics I/II
- Digital Art
- Sculpture I/II
- Drawing I/II

Before entering high school, students in grades K-8 are introduced early and often to the field of Art through grade-level exploratory classes. The Art Department at Central Lyon is another valuable piece to our holistic student experience as we focus on developing both academic and soft skills for students to be successful. Once exposed, students find art class to be a healthy alternative to the traditional class setting which allows them to tap into their imaginative side while creatively expressing themselves.

As a result of the expanded field of art-related jobs, most notably due to the popularity of video games and digital productions, having the ability to demonstrate creativity through the arts is becoming a highly sought-after career. In a typical art class, which has seen an increase in student enrollment over the past several years, students will be observed using a hands-on approach to expressing themselves in the form of a project or individual/group activity using a specific medium and a variety of techniques. These students learn quickly that there is no “wrong” answer to a project but instead how each activity serves as a learning experience as to why something may or may not have gone as planned. With no two works of art being the same, art allows students to be independent thinkers with the autonomy to explore their unique perspectives with each attempt.

**New addition** – In Video & Audio Production with Mr. Towne, students are learning to create scripts, videos, and other productions that can be displayed on many platforms, most notably paired with our video board and live broadcasts. With the support of Daktronics and other supplemental programs, our video and audio production class will further explore ways to meet the needs of students interested in television, video, web streaming, and scriptwriting.

Mr. Towne will also be adding a Drawing Studio course to his list of offerings in 2021-22, that will allow students to obtain both high school and college credit.

**Favorite student projects:** pottery wheel projects, three-dimensional wire drawings, a Bob Ross-paint along, glass etching, and Scratch art. Students also enjoy using the newly acquired drawing tablets in Digital Art to create drawings on the computer.

**Be on the lookout for student work:** The artwork of our Central Lyon students is often on display in our High School commons, hallways, on the school website, at the Siouxland Conference art show at NCC in Sheldon, and Central Lyon Art’s Instagram account “*centrallyonart*”.

**ADOPTION OF BUDGET AND TAXES**  
**JULY 1, 2021-JUNE 30, 2022**

Department of Management - Form S-TX

**Central Lyon**

District Number 1095

**Total Special Program Funding**

Instructional Support (A&L line 10.27)	434,461
Educational Improvement (A&L line 11.3)	0
Voted Physical Plant & Equipment (A&L line 19.3)	222,780

**Special Program Income Surtax Rates**

Instructional Support (A&L line 10.15)	8
Educational Improvement (A&L line 11.4)	0
Voted Physical Plant & Equipment (A&L line 19.4)	0

**Utility Replacement and Property Taxes Adopted**

		Utility Replacement AND Property Tax Dollars	Levy Rate	Property Taxes Levied	Estimated Utility Replacement Dollars
Levy to Fund Combined District Cost (A&L line 15.3)	1	2,745,270			
+Educational Improvement Levy (A&L line 15.5)	2	0			
+Cash Reserve Levy - SBRC (A&L line 15.9)	3	293,558			
+Cash Reserve Levy - Other (A&L line 15.10)	4	356,442			
-Use of Fund Balance to Reduce Levy (A&L line 15.11)	5	0			
=Subtotal General Fund Levy (A&L line 15.14)	6	3,395,270	10.76547	3,383,238	12,032
+Instructional Support Levy (A&L line 15.13)	7	28,793	.08659	28,695	98
=Total General Fund Levy (A&L line 15.12)	8	3,424,063	10.85206	3,411,933	12,130
	9				
Management	10	300,000	.95122	298,938	1,062
Amana Library	11	0	.00000	0	0
Voted Physical Plant & Equipment (Loan Agreement)	12	0			
+Voted Physical Plant & Equipment (Capital Project)	13	222,780			
=Subtotal Voted Physical Plant & Equipment	14	222,780	.67000	222,032	748
+Regular Physical Plant & Equipment	15	109,728	.33000	109,359	369
=Total Physical Plant & Equipment	16	332,508			
	17				
Reorganization Equalization Levy	18	0	.00000	0	0
Emergency Levy (for Disaster Recovery)	19	0	.00000	0	0
Public Education/Recreation (Playground)	20	42,577	.13500	42,426	151
Debt Service	21	0	.00000	0	0
<b>GRAND TOTAL</b>	22	4,099,148	12.93828	4,084,688	14,460

1-1-20 Taxable Valuation WITH Gas & Electric Utilities	315,385,069	WITHOUT Gas&Elec	314,267,598
1-1-20 Tax Increment Valuation WITH Gas & Electric Utilities	17,122,994	WITHOUT Gas&Elec	17,122,994
1-1-20 Debt Service, PPEL, ISL Valuation WITH Gas & Electric Utilities	332,508,063	WITHOUT Gas&Elec	331,390,592

**I certify this budget is in compliance with the following statements:**

- ☐ The prescribed Notice of Public Hearing and Proposed Budget Summary (Form S-PB) was lawfully published, with said publication being evidenced by verified and filed proof of publication.
- ☐ The budget hearing notice was published not less than 10 days, nor more than 20 days, prior to the budget hearing.
- ☐ Adopted property taxes do not exceed published amounts.
- ☐ Adopted expenditures do not exceed published amounts for any of the four individual expenditure categories, or in total.
- ☐ Adopted property taxes meet the debt service and loan agreement needs identified on Form 703. Debt service levy for GO bond payments only.
- ☐ This budget was certified on or before April 15, 2021.

Date Budget Adopted: \_\_\_\_\_

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
County Auditor

# Memorandum

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**To:** Central Lyon Board of Education  
**From:** Curtis Eben  
**Date:** March 8, 2021  
**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 for firewall maintenance and supports, and for network related 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 July, 2021 – June, 2024 at a cost of \$1,000 per month with UNLIMITED service. These services are now eligible for Category 2 discounts with the Schools & Libraries discounted E-Rate plan. Average discounts per month through this plan have been over \$600.

Premier is also 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.



339 1<sup>ST</sup> AVE NE • SIOUX CENTER, IA 51250  
PHONE: 712-722-3451 • FAX: 712-722-1113 • WEB: MYPREMIERNETWORKING.COM

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March 1, 2021

Curtis Eben  
Central Lyon Community Schools  
1105 S. Story Ave  
Rock Rapids, IA 51246  
712-472-4051

Mr. Eben –

Thank you for the opportunity to bid on your Firewall basic maintenance and support. We are offering a contract for our Firewall basic maintenance and support for \$1000 / month for the timeframe of 7/1/2021 – 6/30/2022. I am also including a three year contract option for the timeframe of 7/1/2021 – 6/30/2024. If you have any questions, please feel free to contact me at the number below.

*Joshua L. Folkerts*

**Josh Folkerts**

Premier Network Solutions

Sr. Network Consultant

[joshf@mypremiernetworking.com](mailto:joshf@mypremiernetworking.com)

712.722.3451



## 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:** 7/1/2021-6/31/2024

**Contract Rate:** \$36,000

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 cancelation 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,

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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



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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.

20. **Best Practices.** Labor resulting from the lack of implemented best practices, after being communicated in writing to the customer, may be billed at the applicable hourly rate.

**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:

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

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

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

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

Client:

CENTRAL LYON COMMUNITY SCHOOL  
1010 S. GREENE STREET  
ROCK RAPIDS, IA 51246

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

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

Title: BOARD PRESIDENT

Date of Acceptance: 3/8/21

PREMIER NETWORK SOLUTIONS, INC.  
Service Contract

Schedule 1

MIBS Covered Services

- Maintain, monitor, and configure firewall(s)
- Maintain, monitor, and configure network based equipment and network infrastructure including Wi-Fi Network
  - Supported Hardware: Sophos SG430 Firewall (1), HP-Aruba 2920 (4) Switch, HP-5412Rzl2 (1) Switch, Ruckus Smart ZoneDirector (1), Ruckus R500 Access Point. (40), Ruckus ZF 7932 Access point (23)

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 Firewall services and components
- 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.

Non-Covered Services

Non-Covered services will be billed at a per hour rate. Non-covered services include:

- Recovery of equipment lost due to theft, fire, mishandling, Cyber-attacks, brownouts, blackouts or other natural disasters
- Recovery of equipment due to environmental failures (temperature, humidity, dust, moisture, vibration, water)
- Support of software not explicitly included in Covered Services list
- Hardware and software not covered under a support contract or at End of Support
- Support for Smartphones with exception of what is defined in Covered Services.

Premier Network Solutions SPIN: 143052455

PREMIER NETWORK SOLUTIONS, INC.  
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Schedule 2

Payment Schedule

The Contract Rate shall be paid in 36 equal Installments over the Contract Term.

Payment Due Date	Payment Amount
7/1/2021	\$1000
8/1/2021	\$1000
9/1/2021	\$1000
10/1/2021	\$1000
11/1/2021	\$1000
12/1/2021	\$1000
1/1/2022	\$1000
2/1/2022	\$1000
3/1/2022	\$1000
4/1/2022	\$1000
5/1/2022	\$1000
6/1/2022	\$1000
7/1/2022	\$1000
8/1/2022	\$1000
9/1/2022	\$1000
10/1/2022	\$1000
11/1/2022	\$1000
12/1/2022	\$1000
1/1/2023	\$1000
2/1/2023	\$1000
3/1/2023	\$1000
4/1/2023	\$1000
5/1/2023	\$1000
6/1/2023	\$1000
7/1/2023	\$1000
8/1/2023	\$1000
9/1/2023	\$1000
10/1/2023	\$1000
11/1/2023	\$1000
12/1/2023	\$1000
1/1/2024	\$1000
2/1/2024	\$1000
3/1/2024	\$1000
4/1/2024	\$1000
5/1/2024	\$1000
6/1/2024	\$1000
<b>TOTAL CONTRACT RATE</b>	<b>\$36,000</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.



# Central Lyon Community School

*Excellence. Integrity. Empowered.*

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## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** March 8, 2021

**RE:** Executive Summary – Policy Adoption, Review & Revision

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It is recommended the Board approve the following policies as submitted.

### **203.2 — Review and Revision of Policy**

The review of policies has also been updated to allow Amanda Jorth to align her work with Central Lyon, Rock Valley, & West Lyon.

- 2020-21: 100 – School District & 600 – Education Programs
- 2021-22: 200 – Board of Directors & 300 – Administration
- 2022-23: 400 – Employees
- 2023-24: 500 – Students
- 2024-25: 700 – Non-Instructional Operations & Business Services, 800 – Buildings and Sites & 900 – School District-Community Relations

### **415.1 — Early Retirement Incentive – Licensed Teaching Staff**

#### **415.1E1 — Application for Early Retirement – Licensed Teaching Staff**

This revision re-establishes criteria “b”: licensed teaching staff must “meet the Rule of 88 for IPERS, which is a combination of years of service and age” in order to be eligible for the early retirement incentive.

### **605.1 — Instructional Materials Selection (option 1)**

#### **605.1R1 — Selection of Instructional Materials**

Currently Central Lyon has two versions of 605.1 – it is recommended option 1 is adopted, and option 2 is rescinded. The policy delegates to licensed employees the responsibility for reviewing current materials and states the superintendent shall provide the Board with a recommendation for purchase of textbooks.

### **605.2 — Instructional Materials Inspection**

No changes have been made to this policy. All instructional materials must be made available for inspection upon the request of parents and other community members.

### **605.3 — Objection to Instructional Materials**

#### **605.3R1 — Reconsideration of Instructional Materials Regulation**

#### **605.3E1 — Instructions to the Reconsideration Committee**

#### **605.3E2 — Reconsideration of Instructional Materials**

#### **605.3E3 — Sample Letter to Individual Challenging Instructional Materials**

No changes have been made to this policy. These policies provide instructions to parents and community members while making their objection, and for school staff in reviewing and responding to any such requests.

### **605.4 — Technology and Instructional Materials**

No changes have been made to this policy. The policy requires the superintendent to develop a plan for the use of technology.

### **605.5 — School Library**

No changes have been made to this policy. The policy requires the superintendent to develop procedures for the selection and replacement of library materials, acceptance of gifts, the weeding of materials, and handling of challenges.

### **605.6 — Internet - Appropriate Use**

#### **605.6R1 — Internet – Appropriate Use Regulation**

#### **605.6E1 — Internet Access Permission Letter to Parents**

**605.6E2 — Internet Appropriate Use Violation Notice**

No changes have been made to this policy. Parents must give permission to allow their children to access the internet according to the policy language; and districts are obligated to provide education/training on the safe use of the internet for students.

**NEW – 605.7 — Use of Information Resources****605.7R1 — Use of Information Resources Regulation**

This is a new, mandatory policy that Central Lyon has not previously adopted.

The policy is based upon federal law and acknowledges that it is illegal to duplicate copyrighted materials without proper authorization unless the “fair use” doctrine applies. The regulation outlines exactly is allowable. The policy recognizes that school employees and students are responsible for their own conduct, and the school district will not be held responsible for violations made by employees or students. Moreover, the school district is not responsible for outsiders violating copyright law.

February 12, 2021

Rebekah Hakeman  
Special Education Teacher  
Central Lyon High School  
1010 S. Greene St.  
Rock Rapids, IA 51246

Dear Mr. Jorth, Mr. Engleman, & Mr. Kruse:

I am writing to inform you that I am resigning as the Large Group Speech Coach in the 2021-2022 school year. Although I have thoroughly enjoyed working with the students and being a coach, personal reasons necessitate that I vacate this position and focus on being a mom and wife while my children are little.

I have greatly appreciated the opportunity to work with students who are very talented. It has been an honor to see the students grow, succeed, and become confident in their work. I am very grateful to have had this opportunity, as it had been a dream of mine to coach a fine arts activity.

Once again, thank you so much for this opportunity. I do hope you are able to find someone to fill this position with a person who has a passion and will keep this program alive and growing. Thanks for your understanding.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebekah Hakeman', with a stylized, flowing script.

Rebekah Hakeman

# Memorandum

**To:** Central Lyon Board of Education

**From:** Steve Harman, PK-6 Principal

**Date:** March 3, 2021

**Re:** 2<sup>nd</sup> Grade Teaching Position

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To begin the current 2020-21 school year, it was determined to reduce a section in the 2<sup>nd</sup> grade due to class numbers. Class examination of student needs for the 2021-22 school dictates that a 3<sup>rd</sup> section of 2<sup>nd</sup> grade be added back for the 2021-2022 school year. As a staff member volunteered to transfer out of the 2<sup>nd</sup> grade for a 4<sup>th</sup> grade opening, the position was offered back to the same individual to return if desired. Here is the recommendation from completing that process:

Jill Pytleski, transfer from her current 4<sup>th</sup> Grade Position back to the open 2<sup>nd</sup> Grade Position.



# Memorandum

**To:** Central Lyon Board of Education

**From:** Steve Harman, PK-6 Principal

**Date:** March 3, 2021

**Re:** 4<sup>th</sup> Grade Teaching Position

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Due to the internal transfer to the open 2<sup>nd</sup> grade position, an opening within the Fourth Grade occurred. Current class predictions for the 2021-22 school mandates that position to be replaced. An internal posting allowed for qualified school personnel to apply for the opening. Here is the recommendation from completing that process:

Paige Metzger, transfer from her current Kindergarten to the open 4<sup>th</sup> Grade Position.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** Jason Engleman, 7-12 Principal  
**Date:** February 3, 2021  
**Re:** High School Spanish Instructor

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Central Lyon has recently completed the interview process for the available 9-12 Foreign Language position and has selected Karlee Kuyvenhoven to fill the vacancy. Karlee will graduate from Dordt University this May.

It is my recommendation to the board to approve Karlee Kuyvenhoven for the 9-12 Spanish teaching position at Central Lyon following a successful completion of her student-teaching experience and graduation from Dordt University.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** **Steve Harman, PK-6 Principal**

**Date:** March 3, 2021  
**Re:** 6<sup>th</sup> Grade Tech/ Computer Science

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With an internal transfer from 6<sup>th</sup> Grade Tech to the 7<sup>th</sup>/ 8<sup>th</sup> Grade Tech Position due to a retirement, an opening of a 0.5 FTE 6<sup>th</sup> Grade Tech/ Computer Science exists. A posting of the position was listed to identify any qualified candidates. A current classified staff member who is qualified expressed interest in the position and the district continued with the process. Here is the recommendation from completing that process:

Jarod DeBey, is being recommended for the 0.5 FTE 6<sup>th</sup> Grade Tech/ Computer Science for the 2021-2022 school year.