

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS' MEETING  
MONDAY, JULY 11, 2016 - 5:30 P.M.  
ADMINISTRATIVE OFFICE - 11152 AURORA AVENUE  
CHRIS GUNNARE, PRESIDENT**

***Our Mission:** teach all/reach all*

***Our Vision:** Urbandale will be a school district that brings learning to life for everyone.*

***UCSD School Board Mission:** To partner with stakeholders to teach all and reach all through governance of Board Policy and Operating Protocol.*

*Urbandale is a national leader in **CHARACTER COUNTS!**, endeavoring at all times to promote and model the principles of trustworthiness, respect, responsibility, fairness, caring and citizenship. In conducting tonight's meeting, we expect that all participants will act in a respectful manner consistent with these principles*

**AGENDA**

Administrative Office – 11152 Aurora Avenue

- I. **Call to Order and Roll Call**
- II. **Approval of Agenda**
- III. **Communication from the Public** - School Community Relations (1001)
- IV. **Report of the Superintendent of Schools**
  - A. **Qualified Learning Environment Outcomes (QLEO)**
  - B. **Discussion and Approval of Matching Funds for the Olmsted Playground Project**
  - C. **Discussion and Approval of Food Services Price Increase**
  - D. **First Reading of Revisions to Board Policy 414 - Holidays**
  - E. **Discussion of Financial Projections**
- V. **Report of the President**
  - A. Review of Admin Team Survey
  - B. Self Assessment
- VI. **Consent Agenda Items** - Business Procedures (801)
  - A. Approval of June 6, 2016 Board Meeting Minutes
  - B. Approval of Open Enrollment
  - C. Approval of Personnel Report
  - D. Approval of Two Classified Staff Evaluation Forms
  - E. Approval of Field Trips, Overnight Travel, or Out of State Travel
  - F. Approval of Contracts and Agreements
    - a. Approval of Change Order Agreement from DLR Group for Karen Acres Renovations
    - b. Approval of Agreement with Iowa State Teacher Education Services - *For Student Teachers and Practicum Teaching*

- c. IASB GASB 34 Agreement for Actuarial Services
- d. Approval of Lease Agreement between the City of Urbandale and USCD for use of the Urbandale Public Swimming Pool
- e. Approval of the Sale of Technology Equipment

G. Acceptance of Financials

H. Approval to Pay List of Bills Submitted

I. Approval to pay Construction Pay Applications for HS Track Resurfacing Project and Karen Acres Project

VII. **Discussion of Other Matters**

VIII. **Learning Together Activity - June 2016 Board & Administrator**

IX. **Meeting Evaluation Form**

X. **Adjourn**

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**AGENDA**

Administrative Office - 11152 Aurora Avenue

**I. Call to Order and Roll Call**

Name	Present	Absent
Aaron Applegate	_____	_____
Aldrich Cabildo	_____	_____
Graham Giles	_____	_____
Chris Gunnare	_____	_____
Katherine Howsare	_____	_____
Cate Newberg	_____	_____
Tanya Ruden	_____	_____

**II. Approval of Agenda**

BE IT RESOLVED that the Board of Directors approve the Agenda for the Board meeting being held on Monday, July 11, 2016.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board action: \_\_\_\_\_

**III. Communication from the Public – School Community Relations (1001)**

The Board of Directors encourages public input and will provide a time at the beginning of the regular monthly meeting for that purpose. Persons seeking to address the Board may contact the office of the Superintendent of Schools to be placed on the agenda, or they may request the opportunity to address the Board at the regularly scheduled monthly meeting. If several persons seek to address the Board, the President of the Board of Directors will determine how much time will be available to each speaker.

IV. **Report of the Superintendent of Schools**

A. Qualified Learning Environment Outcomes (QLEO) – *Special Report # 1*

Sam Johnson and Rachel Emmons from BLDD Architects and Paul Neuharths from Estes Construction representing ICAT will share a presentation on the QLEO and offer a proposal for Facilities Planning Services.

BE IT RESOLVED that the Board of Directors recommend the approval of Phase 1 and Phase 2 of the Facilities Planning Services Proposal.

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Action:

B. Discussion and Approval of Matching Funds for the Olmsted Playground Project - *Special Report # 2*

Steve Bass, Superintendent, will officially request matching funds for the new playground at Olmsted Elementary.

BE IT RESOLVED that the Board of Directors approve the matching funds for the playground project at Olmsted Elementary.

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Action: \_\_\_\_\_

C. Discussion and Approval of Food Services Price Increase - *Special Report # 3*

Steve Bass, Superintendent, will share the proposed increase in the price of school lunch for the 2016-2017 school year.

BE IT RESOLVED that the Board of Directors approve the increase in school lunch prices.

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Action: \_\_\_\_\_



D. First Reading of Revisions to Board Policy 414 - Holidays - *Special Report # 4*

Steve Bass, Superintendent, will request that the Board of Directors approve adding Martin Luther King Day Jr., to Board Policy 414 - Holidays.

BE IT RESOLVED that the Board of Directors approves the addition of Martin Luther King Day to Board Policy 414.

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Action: \_\_\_\_\_

E. Presentation and Discussion of Financial Projections - *Special Report # 5*

Shelly Clifford, Chief Financial Officer, will present information about financial projections for the upcoming school years and demonstrate some new financial tools, such as the Forecast software system.

V. **Report of the President**

- A. Review of Admin Team Survey - *Special Report #6*
- B. Self Assessment - *Special Report #7*

VI. **Consent Agenda Items – Business Procedures (801)**

The following routine items are submitted for approval, but any item may be extracted for discussion and voted on separately at the Board’s discretion:

- A. Approval of June 6, 2016 Board Meeting Minutes – *Special Report # 8*
- B. Approval of Open Enrollment – *Special Report # 9*
- C. Approval of Personnel Report – *Special Report # 10*
- D. Approval of Two Classified Staff Evaluation Forms - *Special Report # 11*
- E. Approval of Field Trips, Overnight Travel, or Out of State Travel - Nothing Submitted
- F. Approval of Contracts and Agreements:
  - a. Approval of Change Order Agreement from DLR Group for Karen Acres Renovations – *Special Report # 12*
  - b. Approval of Agreement with Iowa State Teacher Education Services - *For Student Teachers and Practicum Teaching – Special Report # 13*
  - c. Approval of IASB GASB 45 Compliance Services Agreement for Actuarial Services - *Special Report # 14*

- d. Approval of Lease Agreement between the City of Urbandale and UCSD for use of the Urbandale Public Swimming Pool. - *Special Report # 15*
- e. Approval of the Sale of Technology Equipment - *Special Report # 16*
- G. Acceptance of Financials – *Special Report # 17*
- H. Approval to Pay List of Bills Submitted – *Special Report # 18a & 18 b*
- I. Approval to Pay Construction Pay Applications for HS Track Resurfacing Project and Karen Acres Project - *Special Report # 19*

BE IT RESOLVED that the Board of Directors approve the consent agenda items A through I.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board action: \_\_\_\_\_

VII. **Discussion of Other Matters**

VIII. **Learning Together Activity - June 2016 Board & Administrator - Special Report # 20**

Steve Bass, Superintendent, and the Board members will discuss the June issue of *Board and Administrator*.

IX. **Meeting Evaluation Form**

X. **Adjourn**

BE IT RESOLVED that the Board of Directors adjourned the meeting at \_\_\_\_\_ P.M.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Board action: \_\_\_\_\_

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016**

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Report of the Superintendent of Schools, Item A. – Qualified Learning Environment Outcomes and Community Engagement Proposal.

**Contact(s):**

Steve Bass, Superintendent of Schools

**Purpose:**

As the Board plans to revisit the elementary facilities master plan, we will need valuable information so the Board can make the most effective decision, based upon all of the data and information we collect. Some of the information needed will include, but not limited to: current facilities (constraints and needs, educational programming, educational adequacy, functional needs, available resources, fiscal capacity, changing demographics, parental input, and communication.

Presenters will include: Sam Johnson and Rachel Emmons from BLDD Architects and Paul Neuharth from Estes Construction representing the ICAT.

**Recommendation:**

Administration recommends Board approval of the Agreement with BLDD Architects to provide the QLEO Analysis for four schools (Webster and Karen Acres are not needed) and the Community Engagement Planning Services.

**Details:**

See documents provided and listen to presentation.

**Legal/Insurance Review:** N/A

**Cost and Fund Account:**

Phase 1: \$2,500 per building (four buildings) for the QLEO Analysis  
Phase 2: \$50,000-\$80,000 for the Community Engagement Planning Services.

NOTE: By approving this Agreement for services, we still have the ability to continue working with DLR Architecture if/when we decide to move forward with a building/renovation plan, and would pay DLDD Architecture on an hourly basis, with the maximum limit of \$35,000, if we chose not to work with DLDD.

All costs will be expended from General Fund.

**Documents:**

Special Report #1 – 1) Urbandale Presentation, and 2) QLEO and Community Engagement Proposal

HOW WILL YOUR **PRESENT** BECOME YOUR **FUTURE?**  
 BY accident OR BY design?

**Urbandale Community School District**  
 July 11, 2016

**BLDD ARCHITECTS**

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**AGENDA**

- **WHERE**  
we are now
- **WHERE**  
we want to go
- **HOW**  
do we get there

**BLDD ARCHITECTS**

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**P R O C E S S**  
 for developing a facilities master plan

WHERE WE ARE NOW		WHERE WE WANT TO GO	HOW DO WE GET THERE		
<b>DEFINE</b> strategic objectives	<b>ASSESS</b> current conditions	<b>VISIONING</b> for the future	<b>DEVELOP</b> solutions	<b>EVALUATE</b> the options	<b>DECIDE</b>
community engagement					

**BLDD ARCHITECTS**

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# COMMUNITY ENGAGEMENT



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- What is it?**
- Built from the ground, up
  - Participants wear their “board member hat”
  - The plan evolves through their participation
  - Customized process
- Why?**
- School districts are in the business of obtaining public permission
  - Public won't support what it doesn't understand
  - Public is resistant to top-down approaches
  - Discovery is more powerful than persuasion
  - It is a powerful communications tool
  - Builds an army for implementation

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# WHERE we are now




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WHERE WE ARE NOW	WHERE WE WANT TO GO	HOW DO WE GET THERE			
<b>DEFINE</b> strategic objectives	<b>ASSESS</b> current conditions	<b>VISIONING</b> for the future	<b>DEVELOP</b> solutions	<b>EVALUATE</b> the options	<b>DECIDE</b>
community engagement					
<ul style="list-style-type: none"> <li>Align facilities with educational programs</li> <li>Maximize effectiveness of district resources</li> <li>Address major planning considerations for the future</li> <li>Arrive at an optimal destination</li> </ul> 					

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WHERE WE ARE NOW	WHERE WE WANT TO GO	HOW DO WE GET THERE			
<b>DEFINE</b> strategic objectives	<b>ASSESS</b> current conditions	<b>VISIONING</b> for the future	<b>DEVELOP</b> solutions	<b>EVALUATE</b> the options	<b>DECIDE</b>
community engagement					
<ul style="list-style-type: none"> <li>Building capacity</li> <li>Enrollment projections</li> <li>Physical needs and constraints</li> <li>Educational adequacy</li> <li>Fiscal capacity</li> </ul> 					

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# NEEDS ASSESSMENT

Physical Needs

Functional Needs

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## PHYSICAL NEEDS

What is the physical condition of the building?

- Infrastructure / Systems
- Interior Environmental Quality
- Operation and Maintenance Costs
- Energy Efficiency
- Safety / Security
- Technology

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Ability	Component	Location	Component Age	Life Span	Remaining Life	Estimated Cost	Description of Condition	Priority
Physical Condition	Roof	Classroom 1	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 2	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 3	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 4	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 5	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 6	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 7	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 8	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 9	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 10	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 11	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 12	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 13	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 14	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 15	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 16	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 17	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 18	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 19	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 20	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 21	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 22	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 23	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 24	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 25	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 26	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 27	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 28	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 29	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 30	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 31	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 32	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 33	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 34	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 35	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 36	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 37	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 38	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 39	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C
Physical Condition	Roof	Room 40	40	20	20	\$200,000	Roof is in poor condition. Needs to be replaced.	C

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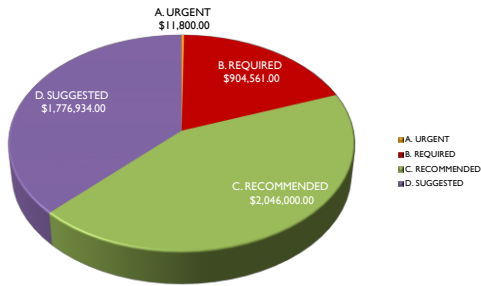
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### Cost Estimates by Priority



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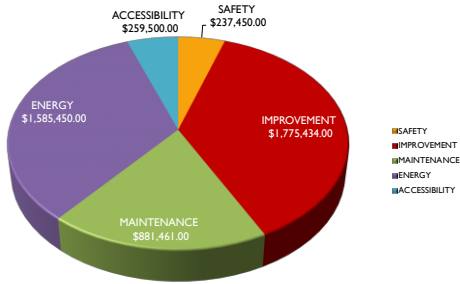
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### Cost Estimates by Component



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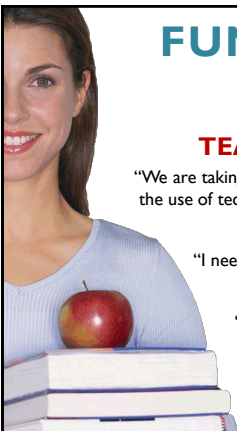
## FUNCTIONAL NEEDS

### TEACHER SURVEY

"We are taking rooms that were never designed for the use of technology, and forcing them to work."

"I need more space to effectively do centers."

"With so many activities available in an interactive format, the learning styles of all students could be addressed more easily and effectively."



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# EDUCATIONAL ADEQUACY

*Does the learning environment support the educational program?*

- Adequate space for instructional delivery
- Appropriate educational environment  
"If children have interest, learning happens."
- Capacity and utilization
- Changing demographics and proximity
- Educational program delivery




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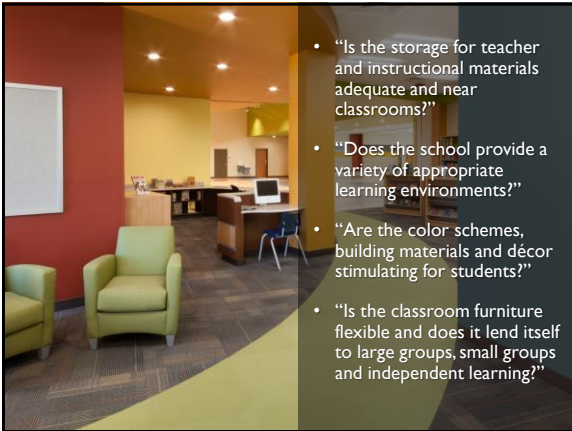
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- "Is the storage for teacher and instructional materials adequate and near classrooms?"
- "Does the school provide a variety of appropriate learning environments?"
- "Are the color schemes, building materials and décor stimulating for students?"
- "Is the classroom furniture flexible and does it lend itself to large groups, small groups and independent learning?"

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# WHERE we want to go




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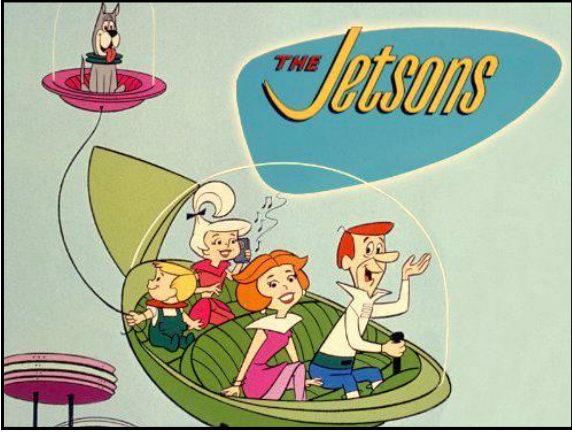
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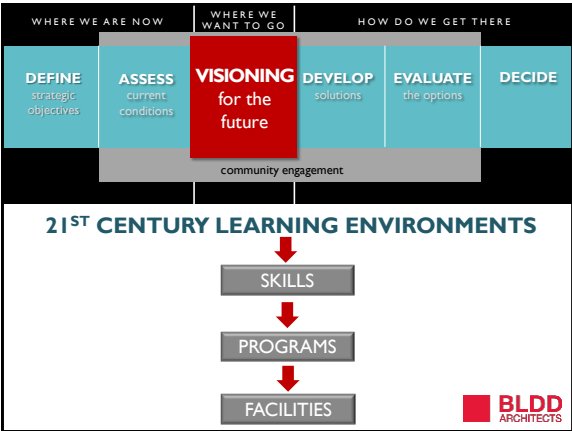
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# 21<sup>ST</sup> CENTURY

## Learning Environments

- Learning is no longer optional
- Meet the needs of every child
- Engage students in learning
- Anywhere/anytime learning
- Support the 4C's:  
**collaboration - communication**  
**creativity - critical thinking**

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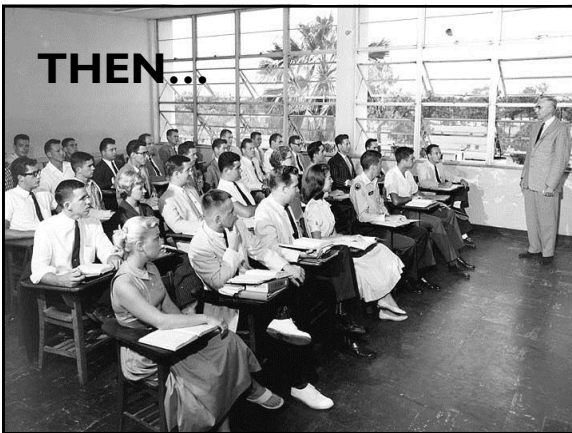
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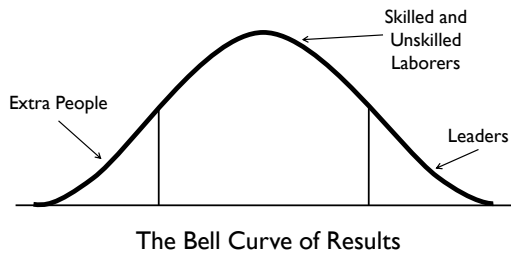
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## Yesterday's Educational Approach: The Factory Model



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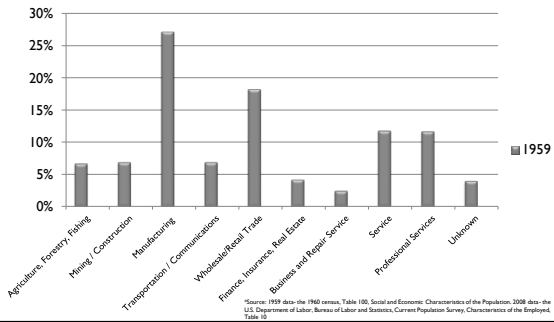
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## EMPLOYMENT: then and now




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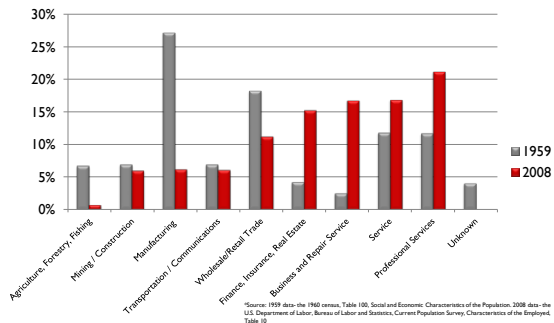
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## EMPLOYMENT: then and now




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## 5 JOBS that didn't exist 5 YEARS AGO

- SEO Strategist
- Social Media Manager
- Blogger
- App Designer
- Content Developer

Source: www.careerrealism.com

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## CURRICULUM: then and now

### Social Studies

#### 1958-1959

- American History
- Social Problems
- Social Studies
- Western History

#### 2011-2014

- Adv. World History
- AP European History
- AP Psychology
- AP US Government
- AP US History
- Basic Law
- Economics
- Government
- Psychology
- Sociology
- US History
- World Geography
- World History

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## CURRICULUM: then and now

### Business Education

#### 1958-1959

- Basic Business
- Bookkeeping
- Business Law
- Office Practice
- Shorthand
- Transcription
- Typing 1-3

#### 2011-2014

- Accounting I
- Business Mrkt. Mgmt.
- Business/Tech Conc.
- Computer Applications
- Consumer Education
- Co-op Occupations 1-2
- Keyboarding
- Multimedia
- Video Production 1-4
- Web Design/Media Dev't
- Yearbook Production 1-2

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Do school facilities affect academic outcomes?

# YES!

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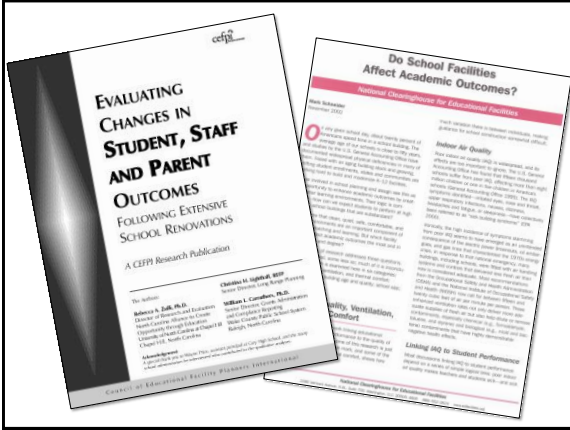
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characteristics of  
**21<sup>st</sup> CENTURY SCHOOLS**

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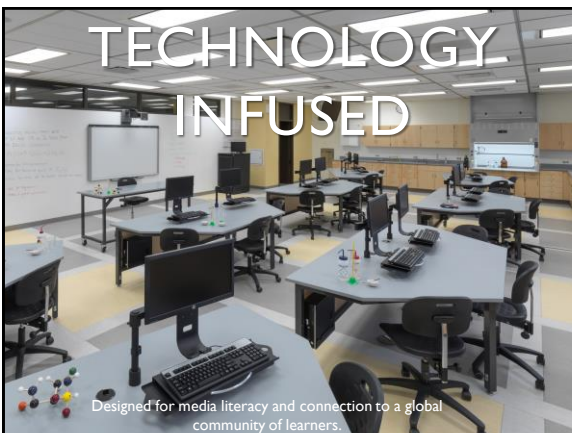
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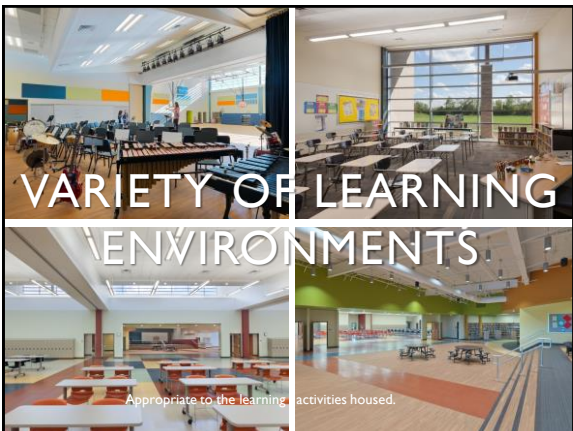
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# HOW do we get there



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WHERE WE ARE NOW		WHERE WE WANT TO GO	HOW DO WE GET THERE		
DEFINE strategic objectives	ASSESS current conditions	VISIONING for the future	<b>DEVELOP solutions</b>	EVALUATE the options	DECIDE
community engagement					

- Brainstorm initial concepts
- Gather input
- Develop refine solutions



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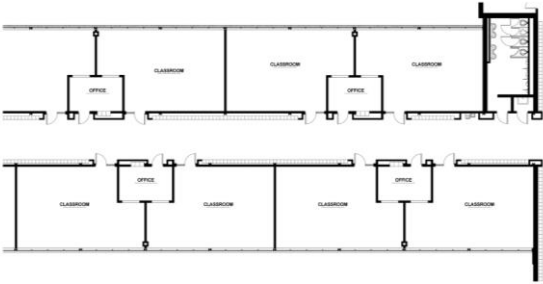
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## CURRICULUM MAPPING

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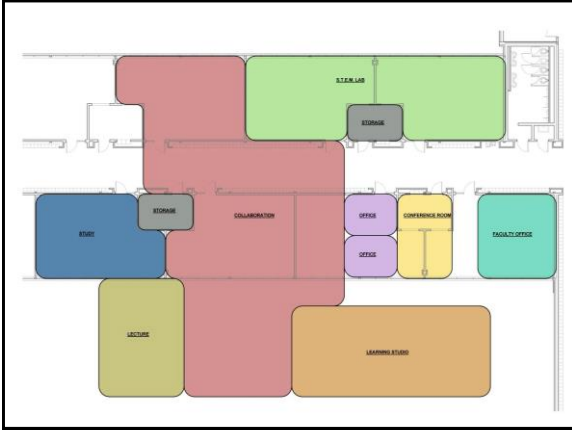
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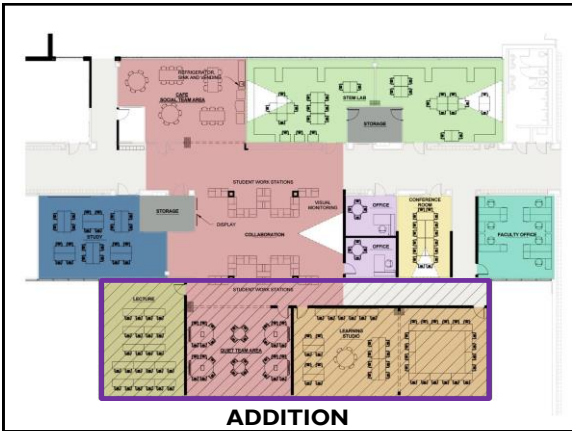
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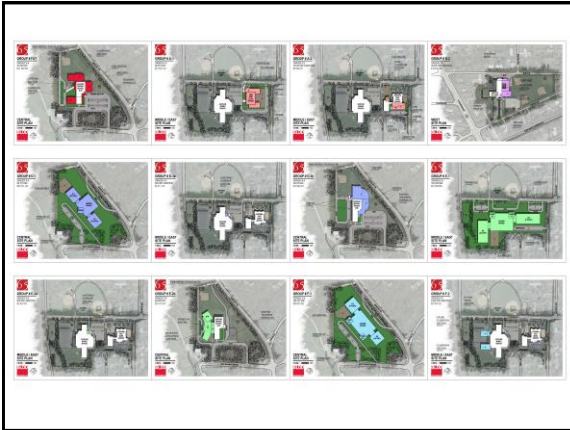
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<p><b>OPTION # 1</b></p> <p>Rd Campus (East/Middle) + 4-8 (Centre)</p> <p>Cost: \$ 77,260,819</p> <p><b>New K-2 (E) + 3-5 (M)</b>      <b>4-8 + FA Aud. (C)</b></p> <p>Concept:          • New K-2 (E) + 3-5 (M)          • 4-8 + FA Aud. (C)</p> <p><b>1</b></p>	<p><b>OPTION # 2</b></p> <p>Current Grade / Street Alignment</p> <p>Cost: \$ 23,741,825</p> <p><b>4-8 + K-2 Addition (M)</b>      <b>3-5 (C)</b></p> <p>Concept:          • 4-8 with K-2 Primary Addition (M)          • 3-5 (C)</p> <p><b>2</b></p>
<p><b>OPTION # 3</b></p> <p>Rd Campus (Centre) + 4-8 (Middle)</p> <p>Cost: \$33,351,942</p> <p><b>Retired (E) + 4-8 + FA Aud. (M)</b>      <b>New Prof.5 (C)</b></p> <p>Concept:          • Retired (E) + 4-8 + FA Aud. (M)          • New Prof.5 (C)</p> <p><b>3</b></p>	<p><b>OPTION # 4</b></p> <p>Rd Campus (Centre) + 4-8 (Middle)</p> <p>Cost: \$33,351,942</p> <p><b>Retired (E) + 4-8 w/ Additions (M)</b>      <b>K-5 Campus (C)</b></p> <p>Concept:          • Retired (E) + 4-8 w/ Additions (M)          • K-5 Campus w/ Additions + Aud. (C)</p> <p><b>4</b></p>

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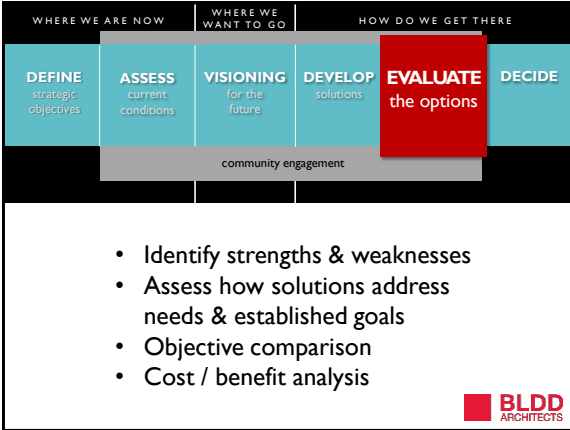
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**Master plan  
modeling and analysis**




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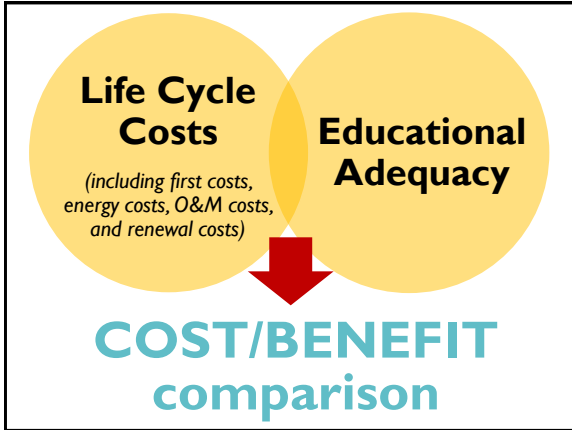
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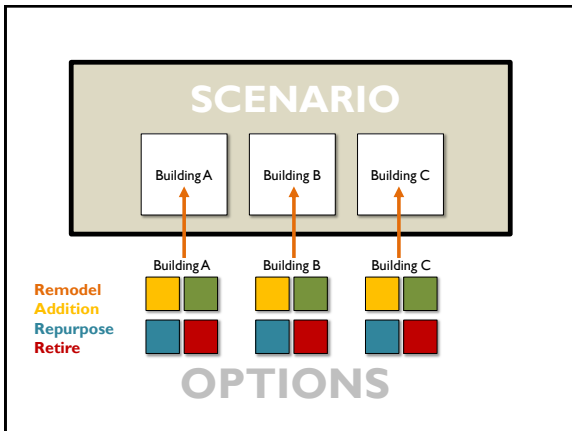
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# CASE STUDY

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## District Overview

- Aging infrastructure & buildings
- Declining enrollment
- Inequitable facilities

## Scenarios

- Status Quo
- Scenario 6
- BLOG Scenario

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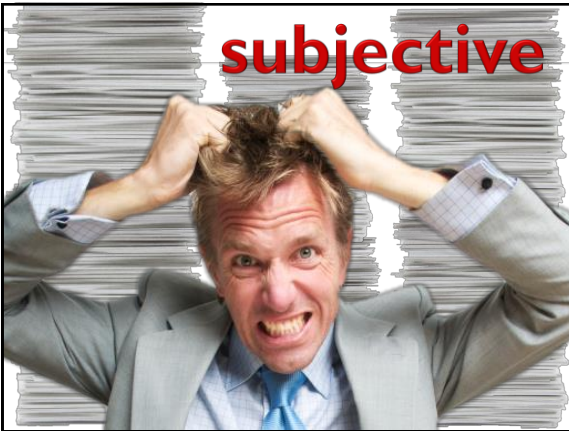
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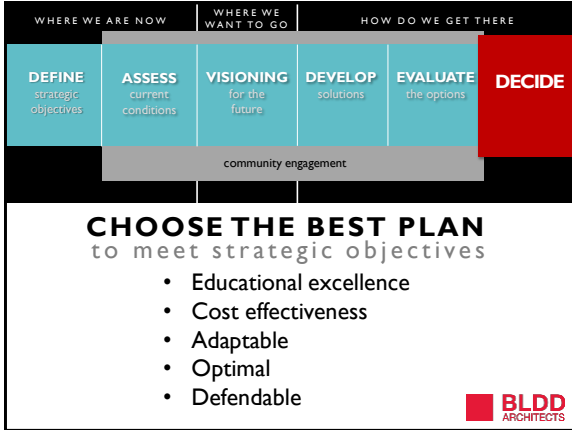
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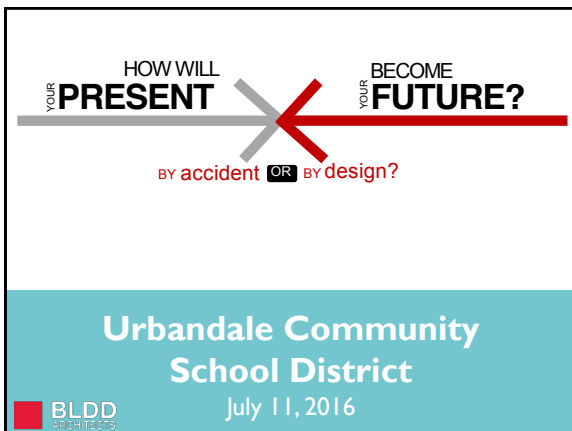
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11 July 2016

# Facilities Planning Services Proposal – Urbandale Community School District

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Every community has different priorities, challenges, and traditions. These unique qualities require a process tailored to deliver success for your community. We will build a custom process for your district based on our best practices and experiences with similar communities. The following pages will describe possible timelines and process for the Urbandale Community School District.

## Phase 1 Services – QLEO Analysis / BOE / Admin Pre-Planning

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**ASSESSMENT / INITIAL PLANNING OPTIONS / QLEO ANALYSIS.** This work assesses the District’s existing physical and functional needs, visualizes possible planning approaches, and completes a cost – benefit analysis allowing the school district to understand the comparative performance of the competing scenarios. Board of Education members, Administrators and Architects work together to develop a common understanding of need, explore the possibilities as a leadership team (building internal unity), and work to develop an initial list of planning approaches to be considered by the public.

August – Sept. 2016     **Physical/Educational needs assessment** by Architect/ICAT. Review physical needs with staff. Meet with Administration to score buildings for Educational Adequacy.

September 2016  
(Date TBD)     **Presentation of Assessment findings to the Board of Education.**  
Presentation to the Board of Education of physical and functional needs of the District’s Elementary facilities. Board of Education discussion.

Sept. – Dec. 2016     **Building Consensus for a Planning Process**  
Internal Board of Education and Administration meetings and activities as required to develop consensus for the activities, timeframe and implementation of a community planning process.  
Activities could include:

- Review of possible planning approaches / peer district examples
- Review of preliminary scenarios prior to community involvement. This may include:
  - Brainstorming initial planning approaches
  - Visualization of possible planning approaches
  - QLEO Analysis
  - Determination of Initial Planning Approaches to be considered by the public

**Cost for services: \$2,500 / building**

## Phase 2 Services – Community Engagement Planning Services

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**MULTI-LEVEL COMMUNITY MEMBER LEAD ENGAGEMENT.** This is an open planning process where community members are involved in selecting the eventual plan to be adopted; it requires a significant time commitment from the district and the community. It is recommended for districts dealing with building reconfiguration decisions that require consensus building in the community or that require public approval. The benefits of this process are greater community ownership and grassroots level leadership.

January 2017     **Assemble Citizen’s Leadership Committee**  
Board of Education selection of community stakeholders to assist in the implementation of a planning process

February 2017  
(Date TBD)     **Faculty/Staff presentation**  
Discuss the process, goals, and invite participation in the meetings

March 2017  
(Date TBD)     **Community Meeting 1 – “Discovery” (6:30 - 8:00 pm)**  
Introduction of Process - 10 Minutes

- Presentation of the need for the development of a Planned Response - 45 Minutes
  - Physical needs assessment findings (tour or virtual tour?)
  - Educational needs assessment findings
  - Future needs – 21<sup>st</sup> Century Learning Environments
- Presentation of Preliminary Approaches
- Group Activity - 25 Minutes
  - Group discussion regarding needs and desired solutions
  - Group Report
- Wrap-up Meeting 1/ Invite to Meeting 2

April 2017  
(Date TBD)

**Community Meeting 2 – “Building “Solutions” (6:30- 8:00 pm)**

- Introduction and Review of Meeting 1 - 5 Minutes
- Presentation of Discovery meeting Recommendations - 20 minutes
- Presentation of Funding Approaches – 15 minutes
- Group Activity - 40 Minutes
  - Group discussion regarding desired solutions
  - Group Report
- Wrap-up Meeting 2/ Invite to Meeting 3

May 2017  
(Date TBD)

**Community Meeting 3 - “Options Forum” (6:30- 8:00 pm)**

- Introduction and Review of Meeting 1 & 2 - 15 Minutes
- Presentation of Options - 30 Minutes
- Group Activity or final questions and answers - 15 Minutes
- Voting for a Recommended Option - 15 Minutes
- Wrap-up Meeting 3/ Invite to Presentation to the Board of Education

June 2017  
(Date TBD)

**Board Presentation** -Results and Recommendations from the Public to the board

**Cost for services:**

Fees for Community Engagement planning services can be substantial, as the effort to lead your community in a planning process can be intensive and time consuming (total costs for services could range from \$50,000 - \$80,000). Recognizing that any fee paid to a planner is at risk (if a needed referendum fails), we propose the following:

- If a referendum is required to implement the plan, to limit the risk to the school district:
  - The architect will be paid hourly for the actual time spent providing services only if the referendum passes
  - If the referendum fails, the fees for services will be limited to \$35,000.00 regardless of the time spent by the architect (unless it is less than \$35,000.00 in which case the architect will get paid that amount).
- If a referendum is not required to implement the plan:
  - If the School District elects to move forward and retains the services of BLDD Architects for the subsequent project, fees for the planning services will be limited to \$35,000.00
  - If the School District elects to move forward and does not retain the services of BLDD Architects for the subsequent project, BLDD will be paid hourly for the actual time spent providing planning services.
- If the School District completes the planning process, but does not elect to move forward with any implementation plan, fees for planning services will be limited to \$35,000.00
- Meetings for the planning process will be limited to:
  - Facilitation Team Meetings – 6 meetings
  - Community Engagement Meetings 3 meetings
  - Board Workshop / Faculty staff Meeting 1 meeting
  - Board Presentation 1 @ 1 meeting
  - Meetings required beyond the list above will be held via teleconference or video conference using Google Hangouts, Go To Meeting, Skype, or Bridget teleconferencing / video conferencing software.

URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item B. – Approval of Matching Funds for Olmsted Playground

**Contact(s):**

Steve Bass, Superintendent  
Shelly Clifford, Chief Financial Officer  
Elyse Brimeyer, Olmsted Principal

**Purpose:**

Approval of matching funds expense from the District's Public Education and Recreation Levy (PERL) fund to support a playground project at Olmsted.

**Recommendation:**

Administration recommends use of PERL funding for this purpose, as has been done in the past.

**Details:**

Through fundraising efforts by both Olmsted School and their PTO, a playground project is planned in phases as funding allows. At the most recent board meeting, as summer projects were being discussed, the Board discussed designating an amount of about \$25,000 to be used for Phase I of the project.

**Legal/Insurance Review:**

Playground project expenses are an allowable use of PERL funding.

**Cost and Fund Account:**

PERL fund cash balance is projected to be about \$110,000 at year end after accrual postings. Currently, the only expenses budgeted there are the cost of salaries and benefits for Community Education Program personnel, along with an occasional matching funds expense to support a PTO playground project. FY17 revenues are projected to be \$158,000 with estimated expenses of \$117,000, not including any expenses for project matching funds.

**Documents:**

None

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016**

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item B. – Meal Price Increase

**Contact(s):**

Shelly Clifford, Chief Financial Officer  
Cathy Conklin, Director of Nutrition Services

**Purpose:**

To meet the required meal price set forth by completion of the Paid Lunch Equity Tool (PLE Tool). This tool must be completed by all school districts nationwide on an annual basis. It is required by the National School Lunch Program but monitored by the Department of Education at the state level.

**Recommendation:**

Administration recommends Board approval of the price increases.

**Details:**

The PLE Tool was created to help School Food Authorities (SFAs) calculate their paid lunch price increase requirement and/or non-Federal source contributions to meet the requirements in Section 205 of the Healthy, Hunger-Free Kids Act of 2010. If the pricing requirements calculated by the PLE Tool are not met or are exceeded, the PLE Tool will also calculate any amounts, including credits or deficits carried over into the next year. Note, the weighted average prices calculated in the PLE Tool are the weighted average of all student paid lunch prices charged in the SFA.

**Legal/Insurance Review:**

N/A

**Financial Impact:**

Price increases cannot exceed 10 cents per year, even if the Federal PLE Tool calculates a higher price requirement. The District was exempted from a required price increase last year, since the Nutrition fund had a cash balance equivalent to three months of operating expenses. However, with budgeted improvements to Elementary cafeterias the Nutrition fund cash balance will decline, so no exemption is anticipated for 2016-17. The rise in meal prices is expected to have little impact on net operating revenues because it will offset the higher costs of labor, equipment, and supplies.

**Documents:**

Special Report #3 – Meal price increase detail

June 2, 2016

Shelly,

After completing our Paid Lunch Equity(PLE) tool, required annually by the state, I would like to request the following meal price increases for the 2016-2017 school year.

I am requesting a 10 cent increase for lunch meals at all three levels, and I would like to request a 15 cent increase for breakfast meals at the elementary level and a 20 cent increase at the secondary level.

We are not requesting a staff increase as we are at the level required for staff meals per state requirements.

We did not increase our lunch prices last year, although they have a maximum amount of 10 cents per year that you can raise your lunch prices, the PLE Tool tells us we are 12 cents below the state required level. We requested a waiver for price increases last year due to our balance in our funds, but feel with our expenditures for the Karen Acres project and our new computer system we don't want to risk not having the three month operating budget we are required to have.

We have not increased our breakfast prices for six years and we all know what food and labor costs have done in that time.

	Current/ Requested prices for breakfast		Current/ Requested prices for lunch		
Elem	\$ 1.60	\$ 1.75	Elem	\$ 2.40	\$ 2.50
MS	\$ 1.80	\$ 2.00	MS	\$ 2.65	\$ 2.75
HS	\$ 1.80	\$ 2.00	HS	\$ 2.80	\$ 2.90

If you need any additional information, please contact me.

Thanks,  
Cathy

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
DATE HERE**

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item XX. – Board Policy 414 - Holidays

**Contact(s):**

Mark Lane, Associate Superintendent of Building, Grounds, and Human Resources  
Maggie Holton, Human Resources Manager

**Purpose:**

Update Board Policy to reflect what current district practice is.

**Recommendation:**

Administration recommends Board approval of adding Martin Luther King Day to the Board Policy.

**Details:**

The current policy does not accurately reflect the paid holidays for district employees. Martin Luther King Day is observed as a paid holiday and the entire District is closed on this day.

**Legal/Insurance Review:**

**Cost and Fund Account:**

**Documents:**

Special Report #4 – Board Policy 414 - Holidays



## 414 - HOLIDAYS

Licensed employees, other than administrators, and classified employees in a certified bargaining unit will be granted holidays in accordance with the agreement negotiated with their bargaining representative.

Full-time administrators and full-time classified employees not in a certified bargaining unit who work twelve months per year shall be entitled to nine paid holidays, including:

- One day at Spring Break
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- The Friday following Thanksgiving Day
- Three days during Winter Break

MLK DAY.

Full-time administrators and full-time classified employees not in a certified bargaining unit who work eleven months per year shall be entitled to seven paid holidays, including:

- One day at Spring Break
- Memorial Day
- Labor Day
- Thanksgiving Day
- The Friday following Thanksgiving Day
- Two days during Winter Break

Martin Luther King Day

Full-time administrators and full-time classified employees not in a certified bargaining unit who work ten months per year shall be entitled to two paid holidays, including:

Two days during Winter Break

MLK DAY.

**Date of Revision: February 25, 2002**

Legal References: 20.7. 279.8, Code of Iowa

URBANDALE COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

**EMAIL A POLICY**





**Board Meeting Agenda**

**July 11, 2016**

**Special Report # 6**

		Str Disagree		Disagree		Agree		Str Agree		Not Observed		% Agree/SA		% Disagree/SDA		# Observed	
		2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015
1	The Board works with the Superintendent and staff in a climate of professionalism and mutual respect.	0	0	5	6	8	12	3	0	1	0	68.8%	66.7%	31.3%	33.3%	16	18
2	Board members communicate with district staff using the approved procedure.	0	0	3	7	10	12	0	0	4	0	76.9%	63.2%	23.1%	36.8%	13	19
3	The Board has adopted and practices the Board code of ethics.	0	0	1	4	10	14	3	0	3	0	92.9%	77.8%	7.1%	22.2%	14	18
4	The Board exhibits ethics, integrity, flexibility, and tact when working as a Board.	0	0	4	7	10	12	2	0	1	0	75.0%	63.2%	25.0%	36.8%	16	19
5	The Board supports the superintendent and district in using a systems approach to continuous improvement to improve departments, schools, and classrooms.	0	0	1	1	13	16	2	1	1	0	93.8%	94.4%	6.3%	5.6%	16	18
6	The Board is accessible and responsive to the Superintendent, staff, and other stakeholders.	1	1	0	2	12	15	4	1	0	0	94.1%	84.2%	5.9%	15.8%	17	19
7	Board members use the district process and chain of command to resolve problems and complaints.	0	2	4	5	7	11	2	0	4	0	69.2%	61.1%	30.8%	38.9%	13	18
8	The Board works as a team in leading the district.	0	2	5	3	10	15	1	0	1	0	68.8%	75.0%	31.3%	25.0%	16	20
9	The Board makes decisions to support the district priorities and not individual Board member agendas.	1	2	5	9	9	8	1	0	1	0	62.5%	42.1%	37.5%	57.9%	16	19
10	The Board builds and maintains relationships with other governmental agencies.	0	0	0	3	5	15	4	0	8	0	100.0%	83.3%	0.0%	16.7%	9	18
11	The Board builds and maintains relationships with the community.	0	1	0	2	7	15	7	0	3	0	100.0%	83.3%	0.0%	16.7%	14	18
12	The Board incorporates core values (best practices) in Board operations.	1	0	3	10	10	7	0	0	2	0	71.4%	41.2%	28.6%	58.8%	14	17
13	The Board demonstrates fiscal responsibility in management of the budget.	1	0	0	4	15	13	1	3	0	0	94.1%	80.0%	5.9%	20.0%	17	20
14	The Board provides for adequate district facilities.	1	3	5	8	11	7	0	2	0	0	64.7%	45.0%	35.3%	55.0%	17	20

**2016 Comments**

1	Board members display a low level of trust for UCSD administrators. There are many instances where members are not staying at the policy level in meetings.
2	Disagree comments pertain to facilities-related decisions over the past couple of year.
3	I would like to see the board members work to improve their performance related to being "accessible and responsive to the Superintendent, staff, and other stakeholders." I would welcome the opportunity to have board members in my building and to discuss with them celebrations, concerns, issues that would ensure they know what is happening in the district. Teachers would also like the same contact. I would encourage the board to not only use numerical data (scores, etc...) but also feedback from surveys.
4	The board continues to operate at too low a level, getting into details that are the responsibility of the paid leadership. This has the (presumably unintended) effect of communicating distrust of the work done by the district leaders. Their support of the continued quality continuous improvement however, is very positive, and critical to district success.

**2015 Comments**

1	The board does not seem to trust administrators. A few board members seem to dominate all discussions and make decisions on personal agendas/future aspirations. Pleased that the board is taking steps to model improvement.
2	Only responded to the questions that I have direct knowledge of.
3	I would have appreciated a never-sometimes-usually-always scale.
4	Some on the board operate with a high level of mistrust toward district management. Morale among administrators is low.
5	Increase communication between board and building administrators as a means for removing roadblocks. Allow for more input from building administrators with regards to operations of district.
6	The time spent questioning practices that should be trusted by the administration to handle is concerning. The Board exists to govern district policies. Working "on" the system vs. "within" the system is something that should be of greater importance.
7	Most of these I am not in a position to observe so I did not respond.
8	I feel like there are individuals on the board who dominate with their personal agendas. The board should govern at the policy level and not micromanage every decision. It is disrespectful when board members are on their phones while people are presenting. In board meetings I have attended, I don't feel like they operate as a team, but a collection of individuals. I don't feel like the board respects the work of the administrators. I feel like the board is supportive of the systems work, and I am glad they are trying to learn and use these practices as well.

**LEVELS:** How are our results compared to our goals? What are celebrations, opportunities for improvement, and possible action steps we should take based on the LEVEL of our performance?

Celebrations	Opportunities for Improvement	Possible Action Steps

**TRENDS:** Are our results improving over time? What are celebrations, opportunities for improvement, and possible action steps we should take based on the TREND of our performance?

Celebrations	Opportunities for Improvement	Possible Action Steps

**COMPARISONS:** How do our levels and trends compare to others using the same survey? What are celebrations, opportunities for improvement, and possible action steps we should take based on the COMPARISON of our performance to others?

Celebrations	Opportunities for Improvement	Possible Action Steps

**INTEGRATION:** How do these results address important performance requirements relating to our work? What are celebrations, opportunities for improvement, and possible action steps we should take based on the INTEGRATION of our performance?

Celebrations	Opportunities for Improvement	Possible Action Steps

What are the Board's 2-4 goals for improvement identified from this data?

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What action steps will the Board take to achieve these goals?

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**Board Meeting Agenda**  
**July 11, 2016**  
**Special Report # 7**

<b>Baldrige Category</b>	<b>Not Yet</b>	<b>Progressing</b>	<b>Proficient</b>	<b>Advanced</b>
<b>1.0 Leadership</b>				
1.1 Board Develops, Implements, and Refines a Mission Statement and Improvement Plan that Supports District Goals and Drives Board Decisions	2014	2014 2016		
1.2 Board Regularly Reviews Board and District Performance Measures and Monitors Progress Toward Achievement of Board Goals		2014 2016		
1.3 Board Models and Supports a Continuous Improvement Approach.		2014	2016	
1.4 Board Has a Documented Process to Evaluate and Improve its Performance as a Board.	2014	2016		
<b>Baldrige Category</b>	<b>Not Yet</b>	<b>Progressing</b>	<b>Proficient</b>	<b>Advanced</b>
<b>2.0 Strategic Planning</b>				
2.1 Board Develops Improvement Goals Aligned to District, Stakeholder, and Community Requirements.		2014 2016		
2.2 Board Works with District Staff and Stakeholders to Develop Action Plans and Allocate Resources to Accomplish Board Goals.		2014	2016	
2.3 Board Members Align Individual Goals and Action Plans to Board Goals.	2014 2016			
<b>Baldrige Category</b>	<b>Not Yet</b>	<b>Progressing</b>	<b>Proficient</b>	<b>Advanced</b>
<b>3.0 Customer Focus</b>				
3.1 Board Works to Build Positive Relationships with District and Community Stakeholders.		2016	2014	
3.2 Board Monitors Staff, Student, Parent, and Community Levels of Satisfaction with District and Board Performance.		2014 2016		

<b>Baldrige Category</b>	<b>Not Yet</b>	<b>Progressing</b>	<b>Proficient</b>	<b>Advanced</b>
<b>4.0 Measurement, Analysis, and Knowledge Management</b>				
4.1 Board Uses Data to Guide District and Board Decisions.		2014 2016		
4.2 Board Compares Board Performance to Other Boards in the State and Nation to Identify Best Practices and Benchmark for Improvement.	2014 2016			
<b>Baldrige Category</b>				
<b>5.0 Workforce Focus</b>				
5.1 Board Models and Reinforces Collaboration, Continuous Improvement, and Teamwork.			2014 2016	
5.2 Board Educates and Trains Board Members to Use Continuous Quality Improvement Processes.		2014 2016		
5.3 Board Requires the Superintendent to Use a Continuous Improvement Approach as the Basis for Employee Appraisal.		2014 2016		
<b>Baldrige Category</b>				
<b>6.0 Operations Focus</b>				
6.1 Board Uses a Continuous Improvement Approach Plan-Do-Study-Act (PDSA) to Make Decisions.	2014	2016		
6.2 Board Uses a Continuous Improvement Approach (PDSA) and Quality Tools to Evaluate, Monitor, and Improve Board Operations.	2014	2016		
<b>Baldrige Category</b>				
<b>7.0 Results</b>				
7.1 Board Performance Results are Improving Compared to Past Performance.	2014		2016	
7.2 Board Performance is Improving as Compared to Other Boards.	2014 2016			

April 10, 2014

<b>+</b>	<b>△</b>
<ul style="list-style-type: none"> <li>• Community Engagement</li> <li>• “Can do” attitude</li> <li>• Communication</li> <li>• Supportive of “end goal”</li> <li>• Supportive of continual improvement process</li> <li>• Strong board members</li> </ul>	<ul style="list-style-type: none"> <li>• Use of PDSA for goals and decisions</li> <li>• Need a more process-oriented approach</li> <li>• Communicate mission to public</li> <li>• Succession planning (board/administration)</li> <li>• Board training in Q/CI</li> </ul>

Next steps:

- Share results with full board
- Help to “tell the story” why this work is important to the board and district

June 6, 2016

<b>+</b>	<b>△</b>
<ul style="list-style-type: none"> <li>• Operations protocol</li> <li>• Plus/Delta for meetings</li> <li>• Action plans</li> <li>• Work sessions</li> <li>• Engaging more with community</li> <li>• Supportive of superintendent</li> <li>• Inter-relationships have improved</li> <li>• Revised mission statement</li> </ul>	<ul style="list-style-type: none"> <li>• Documentation of processes</li> <li>• Meetings are too long</li> <li>• Not getting to the plus/delta</li> <li>• Time to get through the board packet</li> <li>• Accessibility of board packet—very long</li> <li>• Stakeholder satisfaction survey reach—get to more types</li> </ul>

Next steps discussed:

- Find a root cause for the meeting length
- Gather data during meetings to examine length
- Ask other boards about stakeholder surveys they give

**URBANDALE COMMUNITY SCHOOL DISTRICT**  
**BOARD OF DIRECTORS' MEETING**  
**MONDAY, JUNE 6, 2016 - 5:30 P.M.**  
**URBANDALE CITY HALL – 3600 86<sup>TH</sup> STREET**  
**CHRIS GUNNARE, PRESIDENT**

**Call to Order and Roll Call**

President Chris Gunnare called the board meeting to order at 5:30 P.M. Upon roll call, the following members were present: Directors Aldrich Cabildo, Graham Giles, Katherine Howsare, Tanya Ruden and President Gunnare. Director Aaron Applegate and Vice President Cate Newberg were absent.

**Approval of Agenda**

Director Giles moved, and Director Howsare seconded the motion to approve the agenda as posted. Motion passed with all ayes 5-0.

**Communication from the Public**

Robert Forbes, VFW Commander, District 5, VFW Post 9668, informed the Board of Directors about the group's Voice of Democracy scholarship program for 2016-17, in which students can compete for more than \$2 million in scholarships and incentives.

**Report of the Superintendent of Schools**

Approval of Annual Improvement Goals for 2016-17

Crista Carlile, Director of Teaching and Learning, presented information regarding the Annual Improvement Goals in Reading, Math, and Science for the upcoming 2016-17 school year. Annual proficiency goals are set at 87.5%, and long range improvement goals at 100% proficiency. Director Cabildo moved, and Director Ruden seconded the motion to approve the Annual Improvement Goals for 2016-17 as presented. Motion passed with all ayes 5-0.

Approval of English Graduation Requirements Change

Crista Carlile, Director of Teaching and Learning, presented information on the change in English requirements for graduation. The total of required English credits will remain the same, but a change in classes offered will allow for more flexibility and program differentiation. Director Giles moved, and Director Ruden seconded the motion to approve the English graduation requirements as presented. Motion passed with all ayes 5-0.

Approval of DMACC Credit Course Title Change

Crista Carlile, Director of Teaching and Learning, presented information about the DMACC course title change from Intro to Computer Science to Computer Science and Software Engineering. Director Howsare moved, and Director Ruden seconded the motion to approve the course title change as presented. Motion passed with all ayes 5-0.

Information on Building Repair and Summer Projects

Steve Bass, Superintendent, presented a list of summer projects that are planned or are currently underway. Board approval for projects will occur as quotes are received if required per policy. The Board of Directors discussed an appropriate level of District matching funds for the



Olmsted Playground project. Principal Elyse Brimeyer indicated that about \$25,000 will be available for Phase I from building budget and fundraised monies. Board members discussed matching that funding level of about \$25,000 from District capital funds, and may take formal action on specific project funding at their next meeting.

#### Legislative Update Report

Steve Bass, Superintendent, presented a Legislative Update Report, explaining the 2016 new legislation affecting school districts.

#### Legislative Priorities and Resolutions Report for 2016-2017

Steve Bass, Superintendent, presented information on IASB's Legislative Priorities for next year. President Gunnare facilitated discussion to choose four items the Board of Directors would submit to IASB as their top priorities. After all were in agreement, Director Ruden moved, and Director Howsare seconded the motion to approve the following Legislative Priorities for 2016-17: #9 - Predictable and timely funding from the State of Iowa for Special Education programing; #20 - Adequate and timely State funding that addresses transportation inequities, changes in demographic challenges, equalizes funding, incorporates categorical funding into the formula, and includes a mix of property taxes and state aid; #28 - Preserving the integrity of statewide penny sales tax for school infrastructure; and #31 - Legislation that provides flexibility including adoption of Home Rule. Motion passed with all ayes 5-0.

The Board of Directors also discussed choosing a delegate for the convention. President Gunnare moved, and Director Giles seconded the motion to approve Director Aldrich Cabildo to represent the District at the IASB Convention Legislative Session. Director Cabildo agreed, and motion passed with all ayes 5-0.

#### **Report of the President**

Denise Wood, Director of Quality and Continuous Improvement, and President Gunnare facilitated discussion on 2016-2017 Board Goals, a Board Systems Check, and conducting an Administrator Survey on Board of Director functions. President Gunnare also led discussion about appropriate Board of Director communication, and the Year in Review.

#### **Consent Agenda Items**

- A. Approval of April 25, 2016 Board Meeting Minutes
- B. Approval of May 23, 2016 Board Meeting Minutes
- C. Approval of Open Enrollment
- D. Approval of Personnel Changes
- E. Approval of Classified Staff Evaluation Form
- F. Approval of Job Descriptions
- G. Approval of Contracts and Agreements

Property-Casualty Insurance for 2016-2017

Track Resurfacing Project Contract with Midwest Track and Tennis Co.

Approval of Anderson Erickson Milk Bid Contract Award

American Dairy Association - Dairy Barn Contract for Student Workers

Contemporary Services Corporation for Events Management Services Contract for the 2016-2017 School Year

Drake University Head Start Agreement  
H. Acceptance of Financials  
I. Authorization to Pay Bills

Director Ruden moved, and Director Cabildo seconded the motion to approve the consent agenda items A through I as submitted. Motion passed with all ayes 5-0.

**Learning Together Activity**

Steve Bass, Superintendent, and the Board members discussed the May issue of Board and Administrator.

**Adjourn**

Director Howsare moved, and Director Ruden seconded the motion to adjourn the meeting at 9:10 P.M. Motion passed with all ayes 5-0.

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

These minutes are unofficial until approved by the Board of Directors at their meeting on July 11, 2016.

**Board Meeting Agenda  
July 11, 2016  
Special Report # 9**

Open Enrollment In  
July 11, 2016

Urbandale Community School District  
Submitted By Student Services

The following requests for open enrollment from another school district to attend the Urbandale Community School District in the 2015-2016 school year have been received:

<u>Student/Grade</u>	<u>Resident District</u>	<u>Reason For Request</u>
Natalie Boeke, 7 <sup>th</sup>	SE Polk	Transfer of Resident District

The following requests for open enrollment from another school district to attend the Urbandale Community School District in the 2016-2017 school year have been received:

<u>Student/Grade</u>	<u>Resident District</u>	<u>Reason For Request</u>
Cameron Bowie, 2 <sup>nd</sup>	West Des Moines	Good Cause
Jaden Cox, K	Ankeny	Applied on Time
Haley Fellner, 10 <sup>th</sup>	West Des Moines	Continuation
Hollister Harris, K	Des Moines	Applied on Time
Joelle Henning, K	Waukee	Applied on Time
Stella Hogan, 3 <sup>rd</sup>	West Des Moines	Continuation
Tanner Jones, 4 <sup>th</sup>	West Des Moines	Continuation
Quinlan Jones, 2 <sup>nd</sup>	West Des Moines	Continuation
Admir Jusic, 7 <sup>th</sup>	Des Moines	Transfer of Resident District
Sadmir Jusic, 5 <sup>th</sup>	Des Moines	Transfer of Resident District
Ajna Kazic, 2 <sup>nd</sup>	Dallas Center – Grimes	Continuation
Amar Kazic, K	Dallas Center –Grimes	Applied on Time
Hadley Kinning, 2 <sup>nd</sup>	Des Moines	Continuation
John (JT) Longnecker, K	Waukee	Applied on Time
Parker Nelson, 1 <sup>st</sup>	Johnston	Continuation
Estevan Perez Morales, K	West Des Moines	Continuation
Jeremiah Williams, 8 <sup>th</sup>	Des Moines	Continuation
Nylan Williams, 6 <sup>th</sup>	Des Moines	Continuation

Open Enrollment Out  
July 11, 2016

Urbandale Community School District  
Submitted By Student Services

The following requests for open enrollment out from the Urbandale Community School District in the 2015-2016 school year have been received:

<u>Student/Grade</u>	<u>District Requesting</u>	<u>Reason For Request</u>
Pyper Hansen, 7 <sup>th</sup>	Norwalk	Continuation
Samiah Hayslett, 3 <sup>rd</sup>	West Des Moines	Continuation
Kori Robar, K	West Des Moines	Continuation
Emily Steward, K	Des Moines	Continuation

The following requests for open enrollment out from the Urbandale Community School District in the 2016-2017 school year have been received:

<u>Student/Grade</u>	<u>District Requesting</u>	<u>Reason For Request</u>
Riley Benton, 9 <sup>th</sup>	West Des Moines	Continuation
Axel Chavez, 9 <sup>th</sup>	West Des Moines	Continuation
Noe Chavez, 11 <sup>th</sup>	West Des Moines	Continuation
Jocelyn Frakes, 3 <sup>rd</sup>	Des Moines	Continuation
Matthew Howard, 1 <sup>st</sup>	CAM	Good Cause
Kobe Johnson, 12 <sup>th</sup>	Dallas Center – Grimes	Good Cause
Atlas Rea, 2 <sup>nd</sup>	Des Moines	Continuation

URBANDALE COMMUNITY SCHOOL DISTRICT  
PERSONNEL REPORT FOR BOARD APPROVAL

**Board Meeting Agenda**  
**July 11, 2016**  
**Special Report # 10**

Board Meeting – July 11, 2016

**1. CERTIFIED APPOINTMENTS**

DANIELLE CHRISTENSEN, Elementary Library Teacher, MA, Row W, \$51,035/year. Effective August 15, 2016. [New]  
ELIZABETH DAGUE, Urbandale High School, English Teacher, BA+15, Row T, \$48,418/year. Effective August 15, 2016. [Replacement]  
MAGGIE HADDINGER, Urbandale High School, Special Education Teacher, MA, Row T, \$52,273/year. Effective August 15, 2016. [New]  
JACEY GUSTAFSON, Valerius Elementary School, 1<sup>st</sup> Grade Teacher, BA, Row Y, \$45,158/year. Effective August 15, 2016. [Replacement]  
JEFFREY KIRKMAN, Urbandale High School, Spanish Teacher, MA, Row R, \$52,432/year. Effective August 15, 2016. [Replacement]  
VANESSA LEVY, Valerius Elementary School, 1<sup>st</sup> Grade Teacher, MA, Row Y, \$50,235/year. Effective August 15, 2016. [New]  
MELISSA O'CONNOR, Valerius Elementary School, 4<sup>th</sup> Grade Teacher, BA, Row U, \$46,779/year. Effective August 15, 2016. [Replacement]  
MELISSA SABIC, Olmsted Elementary School, Reading Teacher, MA, Row T, \$26,136.50/year. Effective August 15, 2016. [New]  
RACHAEL WALCK, Rolling Green Elementary School, Kindergarten Teacher, BA, Row Y, \$45,158/year. Effective July 21 2016. [Replacement]

**4. CLASSIFIED APPOINTMENT**

BRITTANY COOLEY, Elementary Facilitator of Family Outreach Services, ... Effective August 1, 2016. [Replacement]  
DIXIE GEBHART, Rolling Green Elementary, General Worker-Serving Kitchen, Class 1, Step 1, \$12.46/hr, 2.75 hr/day. Effective August 1, 2016. [Replacement]  
SHARON KING, Webster Elementary School, General Worker-Production Kitchen, Class 2, Step 1, \$13.74/hr, 3 hr/day. Effective August 11, 2016. [Replacement]  
TAYLOR LAWSON, Urbandale High School, Production Manager, Class VI, Step 3, \$17.17/hr, 8 hr/day. Effective August 1, 2016. [Replacement]  
MACKENZIE SOUTH, Urbandale Middle School, Special Education Associate, Class II, Step I, \$13.99/hr, 5.75 hr/day. Effective August 23, 2016. [Replacement]

**2. CLASSIFIED RESIGNATIONS**

ELIZABETH ALLEY, Urbandale High School, Special Education Associate, personal. Effective July 1, 2016.  
BEN CARLSON, Valerius Elementary School, Special Education Associate, personal. Effective May 27, 2016.  
MELODY HICE, Olmsted Elementary School, Special Education Associate, personal. Effective May 27, 2016.  
BOBBI LIKER, Urbandale High School, Special Education Associate, personal. Effective June 8, 2016.  
BRIANNA TICONNI, Olmsted Elementary School, Special Education Associate, personal. Effective June 14, 2016.  
KATHLEEN WATERS, Webster Elementary School, Special Education Associate. Effective June 3, 2016.

**3. CO-CURRICULAR APPOINTMENT**

TYLER AHRENS, Urbandale High School, Assistant Football Coach, Step 0, 9%, \$2,924/year. Effective August 8, 2016. [Replacement]  
BOBBY BROWN, Urbandale High School, Assistant Football Coach, Step 0, 9%, \$2924/year. Effective August 8, 2016. [Replacement]  
BEN FIELD, Urbandale Middle School, Assistant Football Coach, Step 0, 5%, \$1625/year. Effective August 23, 2016. [Replacement]  
DAVID GRAHAM, Urbandale High School, Assistant Cross Country Coach, Step 0, 9%, \$2924/year. Effective August 8, 2016. [Replacement]  
CHELSEA PARROTT, Urbandale Middle School Assistant Cross Country Coach, Step 0, 5%, \$1,625/year. Effective August 23, 2016. [New]

**4. CO-CURRICULAR RESIGNATION**

KATIE AYALA, Urbandale Middle School, Assistant Boys Track Coach, personal. Effective June 17, 2016.

**5. EXTRA STIPENDS**

BARB DOLING, Model Teacher

**Urbandale Community School District Classified Summative Evaluation Form**

Name:

Date:

Position:

Evaluator:

**UCSD Common Classified Employee Performance Standards**

Board Policy 411 Formal Evaluation of Staff Personnel- "The primary purposes of formal evaluations of classified employees are to improve and enhance the performance of each employee and to provide written documentation of the employee's level of performance to assist in making employment decisions." Regardless of position, the following common classified employee standards detail district expectations for how staff members engage in daily work.

**Performance Area One- District and Department Mission, Vision, and Values**

Performance Area One Descriptor- The employee consistently demonstrates an ability to support and enhance the district and department mission, vision, and values. Daily work supports high achievement for all students, a safe and caring environment for students and staff, and effective and efficient operations.

 Satisfactory Needs Improvement Unsatisfactory**Performance Area Two- Attendance, Punctuality, and Dependability**

Performance Area Two Descriptor- The employee consistently arrives on time and works until the end of the workday, demonstrates reliable attendance with minimal absences, and appropriate communication and accounting of leave, and consistently applies district policy, procedures, and directives.

 Satisfactory Needs Improvement Unsatisfactory**Performance Area Three- Work Demeanor, Attitude, and Professionalism**

Performance Area Three Descriptor- The employee consistently demonstrates positive personal/professional traits (i.e. patience, friendliness, empathy, positive attitude) when working with students, staff, and the public, uses sound judgment and contributes to a safe work environment, and completes work in a timely manner without requiring close supervision.

 Satisfactory Needs Improvement Unsatisfactory**Performance Area Four- Commitment to Quality/Continual Improvement and Collaboration**

Performance Area Four Descriptor- The employee consistently performs high quality work both independently and interdependently, demonstrates a commitment to professional learning and personal growth, and seeks to continually improve personal and district practice.

 Satisfactory Needs Improvement Unsatisfactory

## UCSD Common Classified Employee Performance Standards Feedback and Reflection

Evaluator Comments:

Employee Reflection:

## UCSD Job Specific Employee Performance Expectations

Managers and Supervisors (Those not evaluated using the Iowa Standards for School Leaders)

NA= Not Applicable      S= Satisfactory      NI= Needs Improvement      U= Unsatisfactory

<b>Performance Responsibilities</b>	<b>NA</b>	<b>S</b>	<b>NI</b>	<b>U</b>
Models dedication to meeting the expectations of internal and external customers, co-workers and stakeholders.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Establishes and maintains relationships with staff and gains their respect and trust through effective communicating.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates an understanding of key policies, compliance requirements, skills and procedures in functional and related areas of work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engages effectively in short/long term planning, coaching, delegating, and budget planning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates sound judgment while executing job plans, measuring success, and using developing processes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keeps the organization's vision and values at the forefront of decision-making and actions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates the ability to guide individual development and goal achievement by communicating clear expectations, providing feedback, and coaching.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provides subordinates with feedback and fosters opportunities for growth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provides effective training and motivation to subordinates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evaluates subordinates as required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explores alternative ideas and processes to improve services for the betterment of the organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Models the application of quality/continuous improvement and systemic thinking planning and processes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates interdependence with other district staff and departments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains confidentiality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### UCSD Job Specific Employee Performance Expectations Feedback and Reflection

Evaluator Comments:	Employee Reflection:
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Opportunities for Improvement/Professional Growth:

Evaluator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Signatures imply the content of this summative evaluation has been discussed.*

A copy of this annual evaluation will be kept in the employees personnel file in the Office of Human Resources.

# Urbandale Community School District Classified Summative Evaluation Form

Name:

Date:

Position:

Evaluator:

## UCSD Common Classified Employee Performance Standards

Board Policy 411 Formal Evaluation of Staff Personnel- "The primary purposes of formal evaluations of classified employees are to improve and enhance the performance of each employee and to provide written documentation of the employee's level of performance to assist in making employment decisions." Regardless of position, the following common classified employee standards detail district expectations for how staff members engage in daily work.

Performance Area One- District and Department Mission, Vision, and Values		
Performance Area One Descriptor- The employee consistently demonstrates an ability to support and enhance the district and department mission, vision, and values. Daily work supports high achievement for all students, a safe and caring environment for students and staff, and effective and efficient operations.		
<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Needs Improvement	<input type="checkbox"/> Unsatisfactory

Performance Area Two- Attendance, Punctuality, and Dependability		
Performance Area Two Descriptor- The employee consistently arrives on time and works until the end of the workday, demonstrates reliable attendance with minimal absences, and appropriate communication and accounting of leave, and consistently applies district policy, procedures, and directives.		
<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Needs Improvement	<input type="checkbox"/> Unsatisfactory

Performance Area Three- Work Demeanor, Attitude, and Professionalism		
Performance Area Three Descriptor- The employee consistently demonstrates positive personal/professional traits (i.e. patience, friendliness, empathy, positive attitude) when working with students, staff, and the public, uses sound judgment and contributes to a safe work environment, and completes work in a timely manner without requiring close supervision.		
<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Needs Improvement	<input type="checkbox"/> Unsatisfactory

Performance Area Four- Commitment to Quality/Continual Improvement and Collaboration		
Performance Area Four Descriptor- The employee consistently performs high quality work both independently and interdependently, demonstrates a commitment to professional learning and personal growth, and seeks to continually improve personal and district practice.		
<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Needs Improvement	<input type="checkbox"/> Unsatisfactory

### UCSD Common Classified Employee Performance Standards Feedback and Reflection

Evaluator Comments:	Employee Reflection:
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## UCSD Job Specific Employee Performance Expectations

At-risk/Drop-out Prevention (Facilitator of Family Outreach, Juvenile Court Liaison, Coordinator of Student, Family, & Community Services)

NA= Not Applicable      S= Satisfactory      NI= Needs Improvement      U= Unsatisfactory

<b>Performance Responsibilities</b>	<b>NA</b>	<b>S</b>	<b>NI</b>	<b>U</b>
Visits, on a regular basis, assigned physical sites within the boundaries of the district, to collaborate with staff and administration.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engage in direct service support of students and families to increase academic success.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide students and families with information and referrals to local and nearby resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assist students and families in overcoming barriers to utilizing services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide emergency transportation for students and families.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop, coordinate, and provide workshops, support groups, and events for students and families.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coordinates the district's mental health services. (CSFCS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perform duties assigned by Juvenile Court Services. (JCL)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Serve as a liaison for school and outside agencies for students receiving educational services outside of UCSD.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clearly and regularly communicates with administration, staff, families, and students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates appreciation for and sensitivity to diversity in the school community.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares the necessary information for the completion of local, state, and federal reports in the area of family and student case management.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keeps current of educational, family support, and mental health developments and research pertinent to duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains confidentiality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### UCSD Job Specific Employee Performance Expectations Feedback and Reflection

Evaluator Comments:	Employee Reflection:
---------------------	----------------------

Opportunities for Improvement/Professional Growth:

Evaluator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Signatures imply the content of this summative evaluation has been discussed.*

A copy of this annual evaluation will be kept in the employees personnel file in the Office of Human Resources.

 **AIA**® Document G701™ – 2001

**Change Order**

<b>PROJECT</b> <i>(Name and address):</i> Karen Acres Elementary School Addition and Renovation Urbandale, IA	<b>CHANGE ORDER NUMBER:</b> CC-04 <b>DATE:</b> June 2, 2016	<b>OWNER:</b> <input type="checkbox"/> <b>ARCHITECT:</b> <input type="checkbox"/> <b>CONTRACTOR:</b> <input type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> <i>(Name and address):</i> Larson & Larson Construction, LLC 10703 Justin Drive Des Moines, IA 50322	<b>ARCHITECT'S PROJECT NUMBER:</b> 11-15106-00 <b>CONTRACT DATE:</b> August 17, 2015 <b>CONTRACT FOR:</b> General Construction	

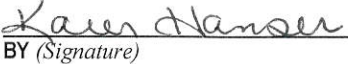
**THE CONTRACT IS CHANGED AS FOLLOWS:**  
*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*  
See attachment for Change Order items and description.

The original Contract Sum was	\$ 4,147,420.00
The net change by previously authorized Change Orders	\$ 28,180.00
The Contract Sum prior to this Change Order was	\$ 4,175,600.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 53,751.64
The new Contract Sum including this Change Order will be	\$ 4,229,351.64

The Contract Time will be increased by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is on or before August 12, 2016.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

<u>DLR Group, inc. (an Iowa Corp.)</u> <b>ARCHITECT</b> <i>(Firm name)</i>	<u>Larson &amp; Larson Construction</u> <b>CONTRACTOR</b> <i>(Firm name)</i>	<u>Urbandale Community School District</u> <b>OWNER</b> <i>(Firm name)</i>
1430 Locust Street Suite 200 Des Moines, IA 50309 <b>ADDRESS</b>	10703 Justin Drive Des Moines, IA 50322 <b>ADDRESS</b>	11152 Aurora Avenue Urbandale, IA 50322 <b>ADDRESS</b>
 <b>BY</b> <i>(Signature)</i>	 <b>BY</b> <i>(Signature)</i>	 <b>BY</b> <i>(Signature)</i>
Paul Arend <i>(Typed name)</i>	Karen Hansen <i>(Typed name)</i>	Christopher Gunnare, School Board President <i>(Typed name)</i>
<u>4/9/16</u> <b>DATE</b>	<u>6-6-16</u> <b>DATE</b>	 <b>DATE</b>

Karen Acres Elementary School Additions and Renovations  
DLR Group Project No. 11-15106-00

Attachment to Change Order CC-04

General Contractor: Larson & Larson Construction

June 2, 2016

**Item No. 1:**

Cost for overexcavation of existing piers from the existing front entrance at gridline E22, all work was recommended and reviewed by Terracon Consultants. 260 cubic yards @ \$30/cy.

Pricing per Larson & Larson Construction correspondence CP #07 dated February 15, 2016, reviewed by DLR Group on April 21, 2016.

**Total Item No. 1:** **Add: \$8,312.00**

**Item No. 2:**

Cost for the following sewer changes:

✓ Item No. 1: Remove and replace existing manhole EXST-1.

*Total for Item No. 1: \$5,595.19*

✓ Item No. 3: Existing concrete removal along Storm sewer route between ST-2 and ST-3.

*Total for Item No. 2: \$3,732.79*

✓ Item No. 4: Sanitary sewer reroute, exploration, added removals and replacement, and patching.

*Total for Item No. 3: \$10,393.61*

✓ Item No. 5: Storm sewer reroute, additional unmarked sewers, replacement and connection of other sewers into system as directed.

*Total for Item No. 4: \$16,542.08*

*TOTAL: \$36,263.67*

Pricing per Larson & Larson Construction correspondence CP #08 dated February 15, 2016, reviewed by DLR Group on April 21, 2016.

**Total Item No. 2:** **Add: \$36,263.67**

**Item No. 3:**

Cost for labor and material to add additional door openings at Corridor A180 and Office B103B.

DLR Group Proposal Request PR CC-07 dated March 10, 2016. Pricing per Larson & Larson Construction dated April 13, 2016.

**Total Item No. 3:** **Add: \$5,160.00**

**Item No. 4:**

Cost for material and labor to fur out and drywall north wall of Family Toilet A190.

Pricing per Larson & Larson Construction correspondence CP #11 dated March 30, 2016, reviewed by DLR Group on May 27, 2016.

**Total Item No. 4:** **Add: \$461.21**

**Item No. 5:**

Cost for labor and material to add 7 transfer ducts to Administration area per RFI 55.

Pricing per Larson & Larson Construction CP #12 dated May 11, 2016. Reviewed by DLR Group on May 20, 2016.

**Total Item No. 5:** **Add: \$3,553.91**

<b>TOTAL AMOUNT OF CHANGE ORDER CC-04:</b>	<b>ADD: \$53,751.64</b>
--	-------------------------

**Iowa State University  
COOPERATIVE AGREEMENT**

**by and between**

**IOWA STATE UNIVERSITY AND URBANDALE COMMUNITY SCHOOL DISTRICT**

This agreement is made and entered into this \_\_\_\_\_ Day of \_\_\_\_\_, 2016 ("Effective Date") by and between IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY on behalf of its Teacher Education Services ("University") and URBANDALE COMMUNITY SCHOOL DISTRICT (hereinafter referred to as the "Clinical Placement Site").

WHEREAS, University seeks to provide students of the Iowa State University ("Students") with experience in a setting in which the Students, while under appropriate supervision, learn to apply the methods, skills and standards of licensed professionals.

WHEREAS, Clinical Placement Site seeks to obtain the assistance of Students and also to establish relationships with and contribute to the education of future licensed professionals.

WHEREAS, University and Clinical Placement Site intend to offer clinical experiences to Students to support the Students' development of applicable knowledge, dispositions, and performances in a variety of settings.

WHEREAS, the purpose of this Agreement is to set forth the terms and conditions of engaging in a cooperative program through which the students of the Iowa State University may obtain appropriate clinical experience.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises set forth herein, the University and Clinical Placement Site agree as follows:

**1.0 Rights and Responsibilities of University.**

1.1 The University's program coordinators shall determine eligibility of Students to participate in the clinical experience.

1.2 The placement of Students shall be accomplished on a cooperative basis involving both the University and the Clinical Placement Site including jointly defined qualifications for Students entering the clinical experience. The University will provide advance information to the Clinical Placement Site concerning the names of Students and dates for the clinical experiences to allow the Clinical Placement Site time and opportunity to reasonably accommodate the Students.

1.3 The University reserves the right to decline the services of any Clinical Placement Site's cooperating staff member, if any, subject to the non-discrimination provisions in Section 6.

1.4 The University's program coordinators, at any time and immediately in the case of an emergency, may terminate or change the assignment of any Student. Prior to doing so, the University's program coordinators shall make reasonable efforts to consult with all parties concerned regarding reasons for termination or changes in assignment. University will provide the Clinical Placement Site written notification of such termination or change.

1.5 The University will explain to the Students that, during the clinical experience at the Clinical Placement Site, they will be subject to the rules and regulations of the Clinical Placement Site, the University and the code(s) of ethics of the profession.

1.6 The University, after consultation with appropriate representatives of the Clinical Placement Site, will plan and conduct the educational program for the Students' experiences. The University will provide the Clinical Placement Site with discipline-specific goals and objectives, including prescribed minimum expectations and responsibilities for the Students, cooperating staff members, the Clinical Placement Site, and individuals supervising the Students.

1.7 The University will provide reasonable opportunities for the staff of the Clinical Placement Site to participate in joint planning and evaluation of Student experiences and to participate in the development of Student schedules at the clinical setting site. The final evaluation of the Student is the responsibility of the University.

1.8 The University will notify Students that they are to comply with all rules, regulations and procedures of the Clinical Placement Site during their clinical experience there.

1.9 The University will maintain communication and cooperation with the Clinical Placement Site and its cooperating teachers and staff to assure implementation of the goals and objectives of the clinical learning experiences contemplated by this Agreement.

1.10 The University shall assign and designate a point of contact that is to be responsible for planning and administering the clinical experience.

## 2.0 Rights and Responsibilities of Clinical Placement Site.

2.1 The Clinical Placement Site will provide a suitable environment for learning experiences for Students which are planned, organized, and administered by qualified staff in conjunction with designated University personnel, in accordance with mutually agreed upon discipline-specific goals and objectives.

2.2 The Clinical Placement Site and its cooperating teachers and staff shall maintain communication and cooperation with the University to assure implementation of the goals and objectives of the clinical learning experiences contemplated by this Agreement.

2.3 The Clinical Placement Site shall provide any Student assigned under this agreement with an orientation that includes a tour of its facility, an explanation of any applicable rules, regulations and procedures and other topics that will assure the Student a quality clinical experience.

2.2 The Clinical Placement Site reserves the right to decline the assignment of any Student or exclude any Student from its premises subject to non-discrimination as in provisions in Section 6.

2.3 The Clinical Placement Site shall provide an environment for the clinical experiences that supports learning in context and shall facilitate the Student's professional growth through educational assignments.

2.4. The Clinical Placement Site shall assign and designate a point of contact that is to be responsible for planning and administering the clinical experience.

2.5 The Clinical Placement Site shall provide adequate facilities, equipment and supplies to meet the educational objectives of the clinical experience.

2.6 Students shall perform the services contemplated by this Agreement only under the supervision of the Clinical Placement Site employees or agents. Students are trainees and shall not be used as a replacement for teachers, administrators or any other staff member of the Clinical Placement Site.

2.7 The Clinical Placement Site acknowledges that Student education records are protected by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Section 1232(g) and 34 CFR Part 99, and that Student permission must be obtained before releasing directory or non-directory student data to anyone other than University. The Clinical Placement Site agrees to keep education records of Students confidential as required by FERPA.

## 3.0 Liability.

3.1 The Clinical Placement Site agrees to indemnify and hold harmless University, the Board of Regent's of the State of Iowa, the State of Iowa and their officers, employees and agents from any and all claims arising from activities provided or supervised by the Clinical Placement Site and from any and all liability, loss, damage, cause of action, cost and expenses, arising out of or in connection with any activities undertaken by the Clinical Placement Site, including its employees, in performing their duties and responsibilities under this Agreement or arising from a breach of the terms of this Agreement.

3.2 University agrees to be responsible for any and all claims and liability for injury to persons or property arising out of or caused by the negligence of its agents, employees, or officers in the performance of the duties and obligations contemplated in the Agreement to the extent permitted by the Iowa Tort Claims Act, Chapter 669 of the Code of Iowa. Non-public schools are not covered under the Iowa Tort Claims Act, Chapter 669 of the Code of Iowa.

### 3.3. Student Liability

3.3.1. Clinical Placement Sites within Iowa agree to indemnify and hold Students participating in a clinical experience harmless from any and all tort claims or demands, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope of their activities under this Agreement to the same extent the Clinical Placement Site shall do so for its officers and employees, as provided under the Code of Iowa, Sections 272.27 and 670.8 (Tort Liability of Governmental Subdivisions Act) .



3.3.2. Professional liability insurance will be encouraged for all Students participating in in-state clinical experiences. Students, other than for those Students subject to the protections provided under Section 3.3.1 above, shall be required by University to obtain professional liability insurance while participating in an in-state clinical experience. Students participating in clinical experiences out of Iowa will be required to obtain professional liability insurance.

#### 4.0 **Compensation.**

##### 4.1 Compensation for Cooperating Teachers Supervising Clinical Experiences- Student Teaching.

4.1.1 The University agrees to compensate a cooperating teacher who satisfactorily serves as a cooperating teacher for a Student teacher for the full duration of a student teacher clinical experience.

4.1.2 If a cooperating teacher serves as a cooperating teacher for less than the full duration of a Student's student teaching clinical experience for any reason, his/her compensation will be prorated.

4.1.3 Upon completion of the student teaching assignments, University will make payment for a cooperating teacher's/staff member's services within a reasonable time after receipt of written evidence from the Clinical Placement Site that a cooperating teacher/staff member has satisfactorily served as a cooperating teacher/staff member for a Student.

##### 4.2 Compensation for Cooperating Staff Supervising Clinical Experiences -Non-Student Teaching

4.2.1 University agrees to compensate a cooperating teacher in accordance with the Clinical Placement Site's policies and procedures for non-student teaching supervision. The Clinical Placement Site shall direct the cooperating teacher/staff members assigned to serve as a cooperating teacher/staff member for a Student to provide University appropriate documentation, when direct payment is made to cooperating teacher/staff member for a Student.

4.2.2 If a cooperating staff member serves as a cooperating staff member for less than the full duration of a Student's Clinical experience in school psychology or school counseling for any reason, his/her compensation will be prorated accordingly in University's sole discretion.

4.2.3 No compensation will be provided to the Clinical Placement Site or any cooperating staff member for any clinical experience other than those specifically provided for herein.

##### 4.3 No Compensation for Students

4.3.1 Both parties agree that no Student in the clinical experience program shall be compensated for the services contemplated under this Agreement. Students are not employees of either University or Clinical Placement Site and are not required nor entitled to be paid any wage, salary or benefits and will not be covered for Worker's Compensation, Social Security, or Unemployment Compensation programs.

#### 5.0 **Term, Revisions and Termination.**

5.1 This Agreement shall commence beginning on the Effective Date of this Agreement, and shall continue for **two years** and is automatically renewable unless a termination notice is provided.

5.2 This Agreement may be terminated for any reason by either party upon one hundred twenty (120) days written notice. Should notice of termination be given, Students assigned to the Clinical Placement Site shall be allowed to complete any previously scheduled Clinical experience then in progress at the Clinical Placement Site.

5.3 Requests for revision of this Agreement or notice of termination to the Clinical Placement Site shall be directed to:

[Redacted]

5.4 Requests for revision of this Agreement or notice of termination to the University shall be directed to:

**Jaime Boeckman** [boeckman@iastate.edu](mailto:boeckman@iastate.edu)  
Field Experiences Coordinator

**Ann Pierce** [apierce@iastate.edu](mailto:apierce@iastate.edu)  
Field Experiences Coordinator

**Daryl Sackmann** [sackmann@iastate.edu](mailto:sackmann@iastate.edu)  
Field Experience Coordinator

**Kate Wonders** [kwonders@iastate.edu](mailto:kwonders@iastate.edu)  
Field Experiences Coordinator

6.0 **Non-Discrimination.** Each party shall be separately responsible for compliance with all anti-discrimination laws which may be applicable to their respective activities under this Agreement. Neither party will discriminate against any Student on the basis of race, national origin, color, religion, sex, age, marital status, sexual orientation, gender identity, disability, or status as a U.S. Veteran.

7.0 **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Iowa, which shall also be venue for any disputes arising hereunder.

8.0 **Entire Agreement.** This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, and supersedes any and all prior understandings and agreements, oral or written, relating hereto. Any amendments hereof must be made in writing and agreed to by the parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have executed this Agreement.

**CLINICAL PLACEMENT SITE**

**UNIVERSITY**

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

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

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

Pamela J. White  
Its: Dean, College of Human Sciences

Its: \_\_\_\_\_

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

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

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

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

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

Marlene Strathe  
Its: Director, School of Education  
College of Human Sciences

Its: \_\_\_\_\_

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

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



URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item C. – IASB GASB-45 Services Agreement

**Contact(s):**

Shelly Clifford, Chief Financial Officer

**Purpose:**

The District contracts for professional actuarial services for the required reporting on Government Accounting Standards Board (GASB) Statement 45.

**Recommendation:**

Administration recommends Board approval of the Agreement.

**Details:**

GASB Statement 45 requires governmental entities to identify the cost of non-pension health benefits offered to retirees. The actuarial valuation provides information about the impact of differing age groups on the benefits provided. School districts are required to perform this actuarial valuation every two years.

**Legal/Insurance Review:**

The service is provided by Gallagher Benefits Services, Inc, with Iowa Association of School Boards as the contracting agent. The legal department of IASB has already reviewed the agreement on behalf of all school districts.

**Cost and Fund Account:**

The previous agreement with IASB/Gallagher for fiscal year 2014 was approved at a cost of \$5,800, and the price remains the same on this 2016 agreement. The expense will be paid from general fund.

**Documents:**

Special Report 14 – IASB GASB-45 Agreement is attached for review.

### IASB GASB 45 Services Agreement

This AGREEMENT, dated this 11<sup>th</sup> day of July, 2016, is entered into by and between Iowa Association of School Boards (IASB), and Urbandale CSD (the "Customer") for services to be rendered during the 2016 fiscal year(s).

IT IS AGREED:

1. The Customer certifies it is and shall remain a member in good standing of the IASB for the term of this Agreement.
2. Scope of Services will include the following:
  - a. Itemization of cost of benefits (total and per employee)
  - b. Calculation of OPEB expenses on the accrual basis of accounting for implicit and explicit (as applicable) retiree subsidies
  - c. Projection of future benefit payment costs
  - d. Determination of the present value of projected benefit payments
  - e. Calculation of the actuarial accrued liability for OPEB associated with past service costs
  - f. Determination of an acceptable actuarial cost allocation method to assign costs to specific accounting periods
  - g. Provide a future cash flow analysis for the Customer
  - h. Provide an actuarial certification of liabilities in a valuation report suitable for use by the Customer's auditor in preparation of its financial statements.
3. The Customer hereby appoints IASB as its contracting agent, recognizing that actuarial services will be performed by Gallagher Benefits Services, Inc. (GBS).
4. The standard fee for the initial valuation report will be \$ 5800 . This fee includes a standard GASB 45 valuation report, a conference call meeting with the Customer before the work begins, and a conference call meeting to review the draft report. Additional consideration, to be billed only if requested by Customer, may include:
  - a. Optional onsite meeting to present the final report: \$1,500
  - b. Optional additional scenarios: \$750 per scenario.
  - c. Optional off-year "roll-forward" report: \$3,000 per report.
5. Customer agrees to remit payment to IASB within 30 days of receipt of invoice following receipt of the initial summary draft actuarial report.
6. Customer shall assume total responsibility for information received or omitted. Provided, however, that nothing herein shall prevent Customer from asserting liability against GBS relating to the actuarial services performed by GBS. IASB shall be liable for any damages or for any loss, regardless of the legal theory under which such liability is asserted, and regardless of whether they have been advised of the possibility of such liability, loss or damage.

IN WITNESS WHEREOF, the Customer and IASB have each caused this Agreement to be executed by their duly authorized representatives.

#### Iowa Association of School Boards

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

#### RETURN TO:

Iowa Association of School Boards  
Attn: GASB 45 Services Program  
6000 Grand Avenue  
Des Moines, IA 50312-1417

#### Customer

\_\_\_\_\_  
Signature

President  
\_\_\_\_\_  
Title

7/11/16  
\_\_\_\_\_  
Date

Urbandale CSD  
\_\_\_\_\_  
Name of School

11152 Anovra Ave.  
\_\_\_\_\_  
Street

Urbandale IA 50322  
\_\_\_\_\_  
City, State, Zip

**Iowa Association of School Boards  
6000 Grand Avenue  
Des Moines, Iowa 50312-1417**

**GASB 45 Compliance Service  
Price List (updated Jan. 2013)**

IASB has partnered with Gallagher Benefit Services, Inc. (GBS) to provide this service at a significant reduction in price. Fees are a function of whether or not the district has explicit subsidies or subsidies for Medicare retirees, as well as whether the district has under 100 members. Schools with medical coverage through the Iowa Schools Employee Benefits Association (ISEBA) will also have a reduced price due to the ease of processing the data. The costs below include performing a standard GASB 45 valuation, a conference call meeting with the District before the work begins and a conference call meeting to review the draft report.

Basic fees can be summarized as follows:

<b>IASB Members</b>	
Standard GASB 45 actuarial valuation report (implicit subsidy only)	\$4,800
Standard GASB 45 actuarial valuation report (implicit and explicit subsidy)	\$5,800
Standard GASB 45 actuarial valuation report (implicit, explicit, and Medicare retirees)	\$6,800
District with Additional Valuation Groups	\$1,550 each additional group
Phase III Districts: Those with less than 100 members (including retirees)	\$1,150
Phase III Districts: those with less than 100 eligible participants and 1 explicit subsidy	\$1,950
Phase III Districts: Those with less than 100 eligible participants and 2 explicit subsidies	\$2,950

Optional services available at additional charges:

- Onsite meeting with the actuaries to present the final report: \$1,500
- Additional assumption scenarios (changes in enrollment, retirement provisions, benefit designs, trends, etc.): \$750 per scenario
- Off-year report: \$3,000 per report

URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item A. – Pool Lease Agreement with City of Urbandale

**Contact(s):**

Shelly Clifford, Chief Financial Officer  
Crista Carlile, Director of Teaching and Learning

**Purpose:**

The District contracts use of the Urbandale Swimming Pool in order to provide swimming instruction as part of its Physical Education programming.

**Recommendation:**

Administration recommends Board approval of the Agreement.

**Details:**

Lease term is July 2016 through June 2017. Students in High School, Middle School, and 4<sup>th</sup> Grades use the pool for certain sessions of their physical education classes October through March, according to a predetermined schedule. The agreement has been made between the District and City of Urbandale for several years.

**Legal/Insurance Review:**

Danielle Haindfield at Ahlers, and Janelle Friedman at Jester have reviewed this document in a previous year. Since their review, no changes to contract language have been made – only the dates have been updated.

**Cost and Fund Account:**

\$30 per hour for scheduled use. Prior year total annual cost was \$7,380, and the same cost is projected for 2016-17. All costs will be expended from General Fund.

**Documents:**

Special Report #15 – Pool Lease Agreement is attached for review.

**Lease Agreement between the  
City of Urbandale and  
Urbandale Community School District  
for use of  
Urbandale Public Swimming Pool**

**ANNUAL UPDATE:**

**A.1 Parties to this Lease.** The two (2) parties to this lease agreement are:

A.1.1 City of Urbandale (“the City”), for the Parks and Recreation Commission (Commission), for the City Council (Council), and for the Parks and Recreation Department (Department), and the

A.1.2 Urbandale Community School District (“the District”, “the Lessee”).

**A.2 Term and Termination.** This Lease shall be in effect for the school year 2016 – 2017. September 1, 2016 – August 31, 2017. It is not automatically renewable.

**A.3 Leased Premises.** The City owns real property known as the **Urbandale Swimming Pool** (“the Premises”) at **7201 Aurora Avenue**, Urbandale, Iowa. This Lease shall include the use of the Premises for PE classes, sports practices and other special events/ classes as requested. The Lessee utilizes the Premises at their own risk. The Lessee will operate based on the following schedule, and the Premises will be available for the Lessee’s students based on the following schedule and the Lessee will be charged for all dates and times outlined below, with the exception of when school is cancelled or in situations which are outside the Lessee’s control.

A.3.1 Middle school dates and times:

7:55 am -11:00 am; 1:30 pm-3:05 pm

- October 24 – November 25, 2016 and January 9 – January 31, 2017  
\*note: there will be no swimming on late start dates.
- Make up PE Dates before and after school times to be arranged on December 6, 7 and 8, 2016 and February 1 and 2, 2017.

High school dates and times:

7:55 am – 12:00pm; 1:00pm – 3:00pm

- March 1, 2, 8, 9, 2017

4th Graders:

- During the week of December 12, 2016. \*note: specific times will be arranged during that week at a later date at least one month prior to that week.

At the discretion of the City, the District will have the option to rent unscheduled pool time at the rental rate of \$30 per hour. If a lifeguard is provided by the City, an additional cost of \$30 per hour per lifeguard will be applied for up to 30 participants. For every additional 30 participants, add \$15 per hour per lifeguard.

**A.3.2 Changes to Schedule:** Any deviations from the above mentioned schedule would be coordinated with the Aquatic Programmer/Scheduler. The District will submit any requests for the rescheduling of its events to the Aquatic Programmer/Scheduler at least two (2) weeks in advance; including the need for lifeguards, if available.

**A.4 Certificate of Insurance Due.** At least one (1) week before the beginning term date of the lease, the Lessee shall provide its current Certificate of Insurance to the Parks and Recreation Department, and name the City of Urbandale as an “Additional Insured” (see section C.3.2).

**A.5 Payment Due to City** (see section B.1).  
Payment will be due by June 30, 2017, or as billed for sport practices.

**A.6 Communication.** Any communication regarding this Lease may be given in any of the following method(s) that may be expedient or appropriate for the situation. If deemed appropriate by either party to this Lease, communication may be in writing by registered or certified mail, return receipt requested, or by receipted hand delivery, by commercial courier.

If to the City	If to the Lessee
Jan Herke	Shelly Clifford
Director of Parks and Recreation City of Urbandale 3600 86 <sup>th</sup> Street Urbandale, IA 50322	Director of Business Services Urbandale Community School District 11152 Aurora Avenue Urbandale, IA 50322
<u>With a copy to:</u>	<u>With a copy to:</u>
Aquatic Programmer/Scheduler lauxier@urbandale.org	Bill Watson Activities Director Urbandale High School
3600 86 <sup>th</sup> Street	7111 Aurora Avenue
Urbandale, IA 50322	Urbandale, IA 50322
Fax: 278-8356	Fax: 457-5018
jherke@urbandale.org	cliffords@urbandale.k12.ia.us
	William.watson@j-hawks.com

**A.7 Authorized Approvals.** This Lease when combined with the attached “**Lease Terms**” (**Section B, and Section C**), constitutes the entire agreement between the Parties pertaining to the subject matter of this Lease and supersedes all negotiations, preliminary understandings, and all prior or contemporaneous discussions or understandings of the parties in connection with the subject matters of this Lease.

Signed and Dated by Authorized Representative:

Date:

\_\_\_\_\_  
**Urbandale Community School District**

\_\_\_\_\_  
Urbandale Parks and Recreation Commission, Chair

\_\_\_\_\_  
Urbandale City Council, Mayor

# Lease Terms

## Section B

### City of Urbandale and Urbandale Community School District for use of Urbandale Public Swimming Pool

#### **BASIC LEASE TERMS -- Customized for this Lessee:**

**B.1 Payment Due to City.** In consideration for the use of the Premises, District will provide the City with the sum of \$30 per hour the District is scheduled to use the pool. In addition, if a lifeguard is required by the City, an additional cost of \$30 per hour per lifeguard will be applied. (Note: City provided lifeguard(s) are dependent upon staff availability.)

The City and Lessee will verify and agree to the final usage schedule by the Lessee and corresponding payment amount due by June 10, 2017. This payment shall be submitted by Lessee to City in one installment, due on or before June 30, 2017.

**B.2 City Responsibilities for Maintenance of the Premises.** The City shall supply water and electrical service to the Premises. The City shall be responsible for all maintenance and repairs to the water and electrical services except as due to negligence of the District.

The City will allow the District use of equipment such as kickboards, barbells, etc. without additional charge, except for replacement or repair costs charged due to negligence on behalf of the District.

**B.3 Lessee Responsibilities for the Premises.** The District shall be responsible for:

B.3.1 Set-up and remove lane ropes, bulkhead, etc.;

B.3.2 Complete a walkthrough of the swimming pool deck and locker room areas after usage, putting away equipment, picking up lost and found articles and trash, turning off showers, ensuring all students are out of the facility, and turning off lights and locking up the building if applicable;

B. 3.3 Enforce the all pool rules;

B.3.4 Replace all equipment to its original position. This includes, but is not limited to: lap lanes, bleachers, guard stands, office area, bulkhead, ladders, equipment, steps, lobby area, furniture;



- B.3.5 Provide Aquatic Programmer/Scheduler with a daily count of swimmer usage daily, by recording the numbers on a clipboard located outside of the pool office;
- B.3.6 The District will provide sufficient, approved, certified staff to supervise classes, practices and other events as required by Iowa law at 641 Iowa Administrative Code section 15.4(4) Safety d.(4)

*“For a structured swimming program, such as lap swim, competitive swimming, water exercise classes, swim lessons and physical exercise classes, a lifeguard is not required provided the program is supervised by an instructor, teacher, or coach who is a lifeguard or who has current certification from the American Red Cross in basic water rescue, first aid, and infant, child and adult CPR, or equivalent training approved by the department. An instructor, teacher or coach may be responsible for a maximum of 30 persons within a structured activity. If more than 30 persons are involved in a structured activity, a second qualified supervisor must be present.”*

**Copies of certifications must be provided to the Aquatics Programmer/Scheduler for Iowa Code recordkeeping. A complete list of teacher/coaches and a copy of the up-to-date certifications are required no later than August 25, 2016 (one week prior to the start of this lease).**

Note: If the District is not able to provide a staff person with appropriate certifications, a request for a City provided lifeguard must be made to the Aquatic Programmer/Scheduler a minimum of two weeks in advance. City provided lifeguard is dependent upon staff availability.

- B.3.7 Keys to the facility will be provided to the District staff needing access.

# Lease Terms

## Section C

### **CONSISTENT LEASE TERMS – Standardized for Annual Park Lease Agreements:**

- C.1 Assignment.** This Lease shall not be assigned except with mutual consent of the City and the Lessee.
- C.2 Amendments.** This Lease may be amended only by a written instrument approved by the City and by the Lessee.
- C.3 Indemnification and Insurance.**
- C.3.1 Liability Insurance.** Both the City and the Lessee shall carry comprehensive general liability insurance for protection of the City and the Lessee from any liability arising out of any accidents or other occurrence causing any injury and/or damage to any person or property on the Premises due directly or indirectly to the use or occupancy thereof by the insured, or any person claiming through or under the insured. Liability policies shall have limits of not less than \$1 Million per occurrence and \$2 Million annual aggregate, which limit can be met with a combination of primary and umbrella policies.
- C.3.2 Lessee to Provide Certificates of Insurance to the City.** At least one (1) week before the beginning term date of the lease, the Lessee shall provide its current Certificate of Insurance to the Parks and Recreation Department in the type and amount required under the preceding **Liability Insurance** subparagraph of this Agreement, and the Certificate of Insurance shall name the City of Urbandale as an “Additional Insured”. The Certificate of Insurance shall remain current for the entire term of the lease; failure by the Lessee to provide the required Certificate of Insurance before the beginning term date of the lease will delay or terminate the Lessee’s use of the leased Premises.
- C.3.3 Lessee Indemnification of the City.** To the extent permitted by law, the Lessee will protect, defend, hold harmless, and indemnify the City from and against any and all losses, costs, damages and expenses, including reasonable attorney’s fees and expenses, occasioned by, or arising out of, any accident or other occurrence, causing or inflicting injury or damage to any person or property, happening or done upon the Premises, due directly or indirectly to the use of the Premises or the use of any and all equipment owned by the City, or any part thereof by the Lessee or any person claiming through or under the Lessee, or due to a defect in the Improvements for which the Lessee is responsible. Provided, however, the Lessee shall not be responsible for any defect in the Improvements caused by the City or by any user when not being utilized by the Lessee. The provisions of this subparagraph **Lessee Indemnification of the City**, shall survive termination of this Lease with respect to any damage or injury occurring prior to such termination.

- C.5 Notice of Default.** This Lease may be terminated by either party if the other fails to perform its obligations under this Lease; provided, that the defaulting party shall be given written notice of any default and shall have ten (10) calendar days to correct any default after receipt of the notice.
- C.6 Resolution of Disputes.** In the event there is a dispute regarding the implementation of the Lease, the Urbandale City Council shall be the final authority to resolve the dispute.
- C.7 Termination.** This Lease may be terminated by mutual written agreement, with a 30 day prior notice. In the event of destruction or damage such that the Lessee is not able to use the Premises for all or a portion of the season, the City and/or the Lessee may immediately terminate this Lease.
- C.8 Severability.** If any clause, provision or section of this Lease shall, for any reason, be held illegal or invalid by any court, the illegality or invalidity of such clause, provision or section shall not affect any of the remaining clauses, provisions or sections, and this Lease shall be construed and enforced as if such illegal or invalid clause, provision or section had not been contained herein.

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016**

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item D. – Sale of Technology Equipment

**Contact(s):**

Shelly Clifford, Chief Financial Officer  
Josh Whitver, Manager of Information Technology

**Purpose:**

The Tech Department requests approval to sell 231 decommissioned Chromebooks.

**Recommendation:**

Administration recommends Board approval of the Sale.

**Details:**

Each year, the Tech Department conducts replacement-cycle purchasing and decommissioning, and seeks a buyer for the used equipment. The highest-bidder, at \$9,240.00, subject to condition, is Asset Genie Inc, Greensburg, PA. Most of the units were purchased in 2013.

**Legal/Insurance Review:**

The District placed two notices on consecutive weeks in the Urbandale News during February, 2016, according to legal requirements for public notification on the sale of District-owned equipment.

**Cost and Fund Account:**

Proceeds from the sale will be received in general fund.

**Documents:**

None.

URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING  
July 11, 2016

**AGENDA ITEM EXECUTIVE SUMMARY**

**Item:**

Consent Agenda, Item B. – Acceptance of Financial Reports for June

**Contact(s):**

Shelly Clifford, Chief Financial Officer

**Purpose:**

Explanation of June Financial Reports that are *not final* at this time.

**Recommendation:**

Administration recommends Board acceptance of the reports, marked ‘not final, unaudited.’

**Details:**

Even though June 30 is the District’s end of fiscal year, the June financial reports submitted for your review are not yet final. Many more revenues will be received, such as for federal programs and special education billings. These are expected to total about \$1.4 million. Many of the expense transactions for last fiscal year are complete, but additional accruals will be posted because our payroll periods cross the fiscal years. Also, billings from other Districts for certain instructional services have not yet been received. The District is required to leave our accounting records open until August 31<sup>st</sup>, to account for all revenue and expense accruals. Later, after the Certified Annual Report is filed, more reporting will take place to update the Board of Directors about final financial results. While certain categories of expenses are over/under budget, the total general fund revenues and total general fund expenses are projected to be near budgeted amounts.

**Legal/Insurance Review:**

N/A

**Financial Impact:**

Financial results will be reported by CFO in October, and by independent audit firm in December.

**Documents:**

Special Report #17 – Financial Reports

*Urbandale Community School District*  
*Statement of Current Assets\*\**  
*For the period June 1 through June 30, 2016*  
(not final, unaudited)

Fund #	Fund Name	Beginning Current Assets Balance	Revenues and other increases	Expenditures and other decreases	Ending Current Assets Balance
<u>Governmental Funds:</u>					
10	General	\$ 9,669,925.81	\$ 3,211,430.38	\$ 3,414,593.04	\$ 9,466,763.15
<u>Special Revenue Funds:</u>					
21	Activity	218,059.09	18,324.75	45,550.89	190,832.95
22	Management	862,384.05	6,958.75	8,584.00	860,758.80
24	PERL	117,059.33	1,387.23	9,997.40	108,449.16
33	Sales Tax - projects	3,690,135.56	-	314,850.89	3,375,284.67
33	Sales Tax - restricted *	2,112,172.50	-	-	2,112,172.50
36	PPEL	1,190,042.95	9,477.11	150,976.13	1,048,543.93
40	Debt Service	3,445,688.69	41,113.70	1,652,971.25	1,833,831.14
<u>Proprietary Funds:</u>					
<u>Enterprise Funds:</u>					
61	Food Service	1,343,660.43	131,507.60	95,476.89	1,379,691.14
62	Adventuretime	433,284.38	122,804.99	179,384.84	376,704.53
64	Bldg Trades	-	-	-	-
65	Community Educ	42,474.00	30,828.41	15,914.31	57,388.10
<u>Internal Service Funds:</u>					
<u>Self-Insurance Funds:</u>					
71	Health Insurance	2,746,039.14	261,027.30	327,499.90	2,679,566.54
<u>Agency Funds:</u>					
91	Agency	228,245.98	6,779.51	21,186.61	213,838.88
	TOTAL	<u>\$ 26,099,171.91</u>	<u>\$ 3,841,639.73</u>	<u>\$ 6,236,986.15</u>	<u>\$ 23,703,825.49</u>

Total all Funds: Ending balances June 30, 2016:

Cash accounts	\$ 16,992,447.22
Investment accounts	4,565,493.53
* Cash in escrow for rev bond reserve	2,112,172.50
Inventory accounts	33,712.24
TOTAL CURRENT ASSETS:	<u>\$ 23,703,825.49</u>

\*\*This report does not include deferred outflows for pension liabilities.

\*\*This report does not include Nutrition Fund machinery and equipment.

Urbandale Community School District

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

Account No/Description	Budget Amount	Period Amount	Y-T-D Amount	Balance	Percent Received
10 GENERAL					
1110 REG PROPERTY TAXES	11,602,555.00	114,603.34	11,314,491.28	288,063.72	97.52
1114 INSTR. SUPPORT TAXES	1,539,704.00	16,300.38	1,535,421.55	4,282.45	99.72
1116 HOMESTEAD CREDIT	191,410.00	.00	385,652.35	-194,242.35	201.48
1171 UTILITY REPLACEMENT	711,972.00	.00	700,857.61	11,114.39	98.44
1321 REG TUITION - NOT OE	778,131.00	-7,100.00	544,767.54	233,363.46	70.01
1323 OE REG ED TUITION	4,183,128.00	1,286,938.48	4,495,452.77	-312,324.77	107.47
1324 SPE ED-OPEN ENROLL	1,694,538.00	5,029.20	368,296.12	1,326,241.88	21.73
1361 REG TUITION SUM SCHL	5,300.00	1,750.00	1,750.00	3,550.00	33.02
1411 TRANSP-REG ED PS	61,564.00	.00	64,725.04	-3,161.04	105.13
1510 INVESTMENT INTEREST	893.00	.00	602.77	290.23	67.50
1790 OTHER ACT INCOME	9,262.00	.00	5,960.50	3,301.50	64.35
1910 RENTALS	82,655.00	15,377.20	114,073.29	-31,418.29	138.01
1920 CONTRIB & DONATIONS	73,588.00	7,050.54	86,932.36	-13,344.36	118.13
1922 TARGET PE GRANT	700.00	.00	.00	700.00	.00
1924 CONNECTING KID GRANT	6,216.00	.00	6,016.50	199.50	96.79
1941 TXTBK SALES PS	207,269.00	15.00	208,480.02	-1,211.02	100.58
1945 ID CARDS	1,315.00	30.00	818.94	496.06	62.28
1991 SALE OF MATERIALS	25,444.00	.00	14,456.04	10,987.96	56.82
1999 MISC REVENUE	82,455.00	19,980.24	126,138.50	-43,683.50	152.98
2211 POLK CO GAMING GRANT	47,159.00	.00	46,783.35	375.65	99.20
2230 CITY OF URBANDALE	.00	.00	3,500.00	-3,500.00	.00
3111 STATE FOUNDATION AID	14,574,580.00	1,450,388.00	14,562,121.00	12,459.00	99.91
3113 SPEC ED DEFIC ST AID	23,936.00	10,067.00	10,067.00	13,869.00	42.06
3117 4 YR OLD PRESCHL AID	560,802.00	58,674.00	560,802.00	.00	100.00
3121 FOSTER CARE	17,273.00	.00	.00	17,273.00	.00
3202 BT MENTOR/INDUCTION	22,140.00	.00	46,131.54	-23,991.54	208.36
3204 SALARY IMPRVMT PROG	1,887,134.00	188,717.00	1,887,134.00	.00	100.00
3214 AEA FLOW THROUGH	1,384,477.00	.00	1,384,477.00	.00	100.00
3216 IOWA EARLY INTERVENT	213,207.00	21,318.00	213,207.00	.00	100.00
3221 TRANSP NON-PUBLIC	116,728.00	.00	.00	116,728.00	.00
3222 TXTBK AID NON-PUBLIC	44,714.00	.00	14,521.93	30,192.07	32.48
3261 VOCATIONAL AID	4,427.00	.00	.00	4,427.00	.00
3342 Early Literacy	39,778.00	.00	39,778.00	.00	100.00
3373 THR QLY PFDEV CORE	66,496.00	6,646.00	66,496.00	.00	100.00
3376 TEACH QUAL PROF DEVE	156,460.00	15,646.00	156,460.00	.00	100.00
3387 TLC Grant	1,047,541.00	.00	1,047,540.54	.46	100.00
3801 MILITARY CREDIT	4,487.00	.00	4,338.09	148.91	96.68
3803 COMMER & INDUST REPL.	120,940.00	.00	502,288.07	-381,348.07	415.32
4501 TITLE I	275,836.00	.00	217,703.00	58,133.00	78.92
4531 PERKINS TITLE II-C	47,478.00	.00	32,970.80	14,507.20	69.44
4542 JUVENILE CRT LIASON	28,392.00	.00	.00	28,392.00	.00
4621 GRANT CDPD	.00	.00	100.00	-100.00	.00

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
10 GENERAL					
4634 MEDICAID ASSISTANCE	608,742.00	-66,451.21	206,049.45	402,692.55	33.85
4643 TL IIA FED TCHR QUAL	52,797.00	.00	.00	52,797.00	.00
4648 TITLE VI-A ASSESSMNT	15,552.00	.00	15,552.00	.00	100.00
4720 FED GRANT THRU AEA	167,419.00	.00	167,419.00	.00	100.00
5311 COMPENSATION LOSS	11,152.00	.00	8,593.81	2,558.19	77.06
5864 Residual Tranfer	.00	.00	140,521.87	-140,521.87	.00
5900 UPWARD ADJ-BEG BAL	90.00	.00	.00	90.00	.00
10 GENERAL	42,797,836.00	3,144,979.17	41,309,448.63	1,488,387.37	96.52



For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
21 STUDENT ACTIVITY					
1510 INVESTMENT INTEREST	60.00	.00	50.27	9.73	83.78
1710 ADMISSION FEES	231,581.00	8,519.00	207,678.59	23,902.41	89.68
1748 CONTEST FEES CHARGED	26,800.00	875.00	27,215.00	-415.00	101.55
1790 OTHER ACT INCOME	406,050.00	1,560.75	230,619.27	175,430.73	56.80
1791 FUND RAISERS	92,980.00	7,370.00	87,977.75	5,002.25	94.62
21 STUDENT ACTIVITY	757,471.00	18,324.75	553,540.88	203,930.12	73.08

For 06/01/16 - 06/30/16

Revenue Summary Report

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Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
22 MANAGEMENT LEVY					
1110 REG PROPERTY TAXES	704,510.00	6,958.75	687,030.23	17,479.77	97.52
1116 HOMESTEAD CREDIT	10,929.00	.00	20,775.36	-9,846.36	190.09
1171 UTILITY REPLACEMENT	38,378.00	.00	37,779.44	598.56	98.44
1989	31,892.00	.00	53,788.79	-21,896.79	168.66
1999 MISC REVENUE	599.00	.00	14,048.30	-13,449.30	2345.29
3801 MILITARY CREDIT	272.00	.00	233.85	38.15	85.97
3803 COMMER & INDUST REPL.	7,335.00	.00	27,075.64	-19,740.64	369.13
22 MANAGEMENT LEVY	793,915.00	6,958.75	840,731.61	-46,816.61	105.90

Urbandale Community School District

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
24 PUB ED & REC LEVY					
1110 REG PROPERTY TAXES	140,423.00	1,387.23	136,962.20	3,460.80	97.54
1116 HOMESTEAD CREDIT	1,972.00	.00	4,118.58	-2,146.58	208.85
1171 UTILITY REPLACEMENT	7,650.00	.00	7,530.24	119.76	98.43
3801 MILITARY CREDIT	49.00	.00	46.61	2.39	95.12
3803 COMMER & INDUST REPL.	1,327.00	.00	5,396.74	-4,069.74	406.69
24 PUB ED & REC LEVY	151,421.00	1,387.23	154,054.37	-2,633.37	101.74

Urbandale Community School District

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
33 SALES TAX FUND					
1510 INVESTMENT INTEREST	2,479.00	.00	1,434.38	1,044.62	57.86
3361 School Infrastr. Supp AMT	3,205,976.00	.00	2,411,857.36	794,118.64	75.23
33 SALES TAX FUND	3,208,455.00	.00	2,413,291.74	795,163.26	75.22

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
36 PHY PLANT & EQ LEVY					
1110 REG PROPERTY TAXES	914,190.00	9,477.11	892,691.53	21,498.47	97.65
1116 HOMESTEAD CREDIT	4,871.00	.00	25,206.48	-20,335.48	517.48
1171 UTILITY REPLACEMENT	46,464.00	.00	45,739.17	724.83	98.44
1510 INVESTMENT INTEREST	6.00	.00	2.11	3.89	35.17
1999 MISC REVENUE	.00	.00	4,019.95	-4,019.95	.00
3801 MILITARY CREDIT	120.00	.00	283.12	-163.12	235.93
3803 COMMER & INDUST REPL.	3,244.00	.00	32,780.19	-29,536.19	1010.49
36 PHY PLANT & EQ LEVY	968,895.00	9,477.11	1,000,722.55	-31,827.55	103.28

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
40 DEBT SERVICE					
1110 REG PROPERTY TAXES	3,965,870.00	41,113.70	3,872,710.41	93,159.59	97.65
1116 HOMESTEAD CREDIT	59,701.00	.00	109,256.58	-49,555.58	183.01
1171 UTILITY REPLACEMENT	201,568.00	.00	198,422.18	3,145.82	98.44
1510 INVESTMENT INTEREST	50,639.00	.00	70.08	50,568.92	.14
3801 MILITARY CREDIT	1,475.00	.00	1,228.17	246.83	83.27
3803 COMMER & INDUST REPL.	39,748.00	.00	142,204.46	-102,456.46	357.77
5233 INTFD TRANS CAP PROJ	2,108,877.00	.00	1,931,316.97	177,560.03	91.58
40 DEBT SERVICE	6,427,878.00	41,113.70	6,255,208.85	172,669.15	97.31

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
61 SCHOOL NUTRITION					
1510 INVESTMENT INTEREST	10.00	.00	2.64	7.36	26.40
1611 DAILY SALES	719,062.00	.00	602,163.55	116,898.45	83.74
1612 SALES BREAKFAST	31,962.00	.00	32,492.25	-530.25	101.66
1621 SALES-ALA CARTE	326,994.00	.00	275,282.45	51,711.55	84.19
1622 ADULT LUNCH	7,820.00	.00	3,965.35	3,854.65	50.71
1623 ADULT BREAKFAST	196.00	.00	160.00	36.00	81.63
1632 SPECIAL FUNCTIONS	5,729.00	1,544.96	11,840.29	-6,111.29	206.67
1999 MISC REVENUE	43,994.00	.00	.41	43,993.59	.00
3251 SCHL LUNCH ASSIST.	12,680.00	.00	6,022.73	6,657.27	47.50
3252 STATE BREAKFAST	1,212.00	.00	3,184.01	-1,972.01	262.71
4552 NATL SCHL BREAKFAST	78,933.00	10,420.48	86,741.08	-7,808.08	109.89
4553 NATL LUNCH PROGRAM	537,839.00	58,669.89	558,517.00	-20,678.00	103.84
4951 FOOD DISTRIBUTION	115,721.00	.00	.00	115,721.00	.00
61 SCHOOL NUTRITION	1,882,152.00	70,635.33	1,580,371.76	301,780.24	83.97

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
62 CHILD CARE					
1840 CHILD CARE SERVICES	1,942,323.00	15,267.52	1,807,915.73	134,407.27	93.08
1999 MISC REVENUE	1,356.00	159.30	1,538.84	-182.84	113.48
3312 EMPOWERMENT GRANT	62,000.00	.00	31,103.20	30,896.80	50.17
62 CHILD CARE	2,005,679.00	15,426.82	1,840,557.77	165,121.23	91.77



For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
64 BUILDING TRADES					
1751 STUDENT CONSTRUCTION	.00	.00	29,996.84	-29,996.84	.00
1920 CONTRIB & DONATIONS	.00	.00	3,500.00	-3,500.00	.00
1999 MISC REVENUE	25,010.00	.00	267.65	24,742.35	1.07
64 BUILDING TRADES	25,010.00	.00	33,764.49	-8,754.49	135.00

Urbandale Community School District

For 06/01/16 - 06/30/16

Revenue Summary Report

FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
65 COMMUNITY EDUCATION					
1371 TUITION COMM ED	76,489.00	673.50	83,405.81	-6,916.81	109.04
1710 ADMISSION FEES	18,192.00	.00	18,315.00	-123.00	100.68
1810 COMM RECRE	132,076.00	6,327.00	112,604.24	19,471.76	85.26
1999 MISC REVENUE	7,800.00	1,269.00	5,132.00	2,668.00	65.79
65 COMMUNITY EDUCATION	234,557.00	8,269.50	219,457.05	15,099.95	93.56

Urbandale Community School District

For 06/01/16 - 06/30/16

Revenue Summary Report

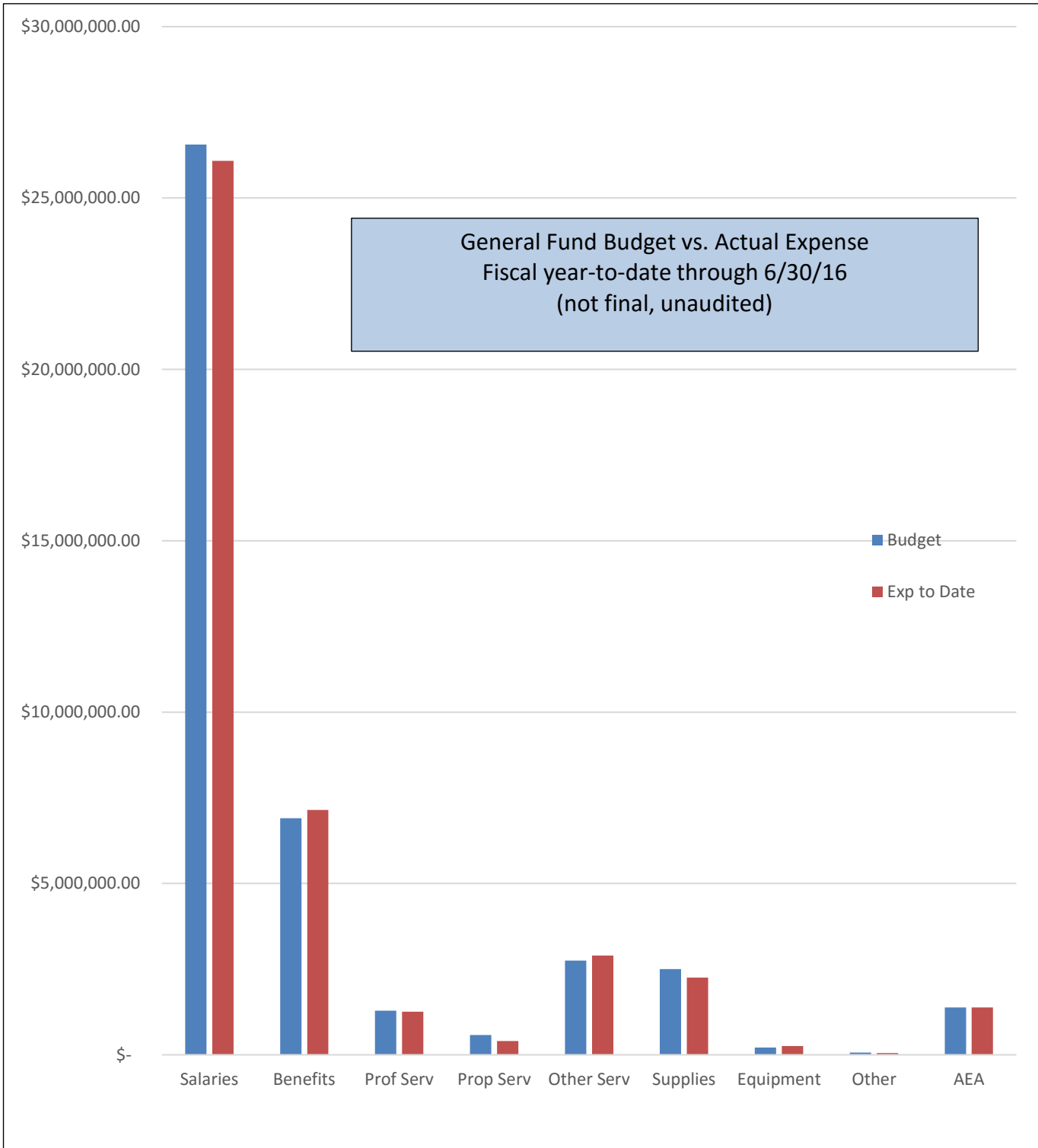
FJRES01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
71 SELF-INSURANCE FUND					
1973 Cobra /Retiree Contr	140,935.00	9,170.25	115,294.90	25,640.10	81.81
1993 FUNDRAISER NOT ACTIV	.00	.00	2,532.32	-2,532.32	.00
1999 MISC REVENUE	3,176,659.00	251,857.05	3,275,152.19	-98,493.19	103.10
71 SELF-INSURANCE FUND	3,317,594.00	261,027.30	3,392,979.41	-75,385.41	102.27



Urbandale Community School District

For 06/01/16 - 06/30/16

Expenditure Summary Report

FJEXS01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
<b>10 GENERAL</b>						
0101 Reg paraprof	2,162,012.00	.00	184,014.82	2,664,813.01	-502,801.01	123.26
0102 TEMP/SUB EMPLOYEE	288.00	.00	.00	.00	288.00	.00
0109 ADDIT COMPENSATION	13,226.00	.00	1,302.60	25,186.31	-11,960.31	190.43
0111 ADMIN. PERS	1,539,264.00	.00	218,257.47	1,542,399.37	-3,135.37	100.20
0115 ADMIN ASST EMPLOYEE	339,908.00	.00	55,569.61	337,504.70	2,403.30	99.29
0121 Reg prof educ	17,396,347.00	.00	4,572,481.20	17,669,257.88	-272,910.88	101.57
0122 PROF: TEMP/SUB	537,668.00	.00	65,198.86	681,671.79	-144,003.79	126.78
0125 REGULAR ASSIST EMPLY	.00	.00	.00	2,934.00	-2,934.00	.00
0129 ADDIT COMPENSATION	136,919.00	.00	27,238.75	114,026.63	22,892.37	83.28
0131 PROF-OTHER	1,700,477.00	.00	93,716.44	564,125.46	1,136,351.54	33.17
0132 TEMP/SUB EMPLOYEE	5,092.00	.00	.00	6,175.00	-1,083.00	121.27
0135 REG ASSIST EMPLY	114,985.00	.00	11,195.04	103,133.60	11,851.40	89.69
0139 ADDIT. COMP	555.00	.00	.00	.00	555.00	.00
0141 REG EMPLOYEE	233,912.00	.00	22,310.25	245,581.58	-11,669.58	104.99
0142 TEMP/SUB	13,086.00	.00	5,852.30	37,214.12	-24,128.12	**
0151 OFFICE/CLERICAL	816,149.00	.00	75,467.69	711,830.67	104,318.33	87.22
0152 TEMP OR SUBSTITUTE	2,300.00	.00	.00	.00	2,300.00	.00
0159 ADDIT COMPENSATION	.00	.00	.00	1,713.96	-1,713.96	.00
0161 REG EMPLOYEE	260,817.00	.00	22,618.57	244,880.29	15,936.71	93.89
0171 REG EMPLOYEE	33,429.00	.00	3,346.74	31,322.56	2,106.44	93.70
0181 LABORER	80,698.00	.00	6,925.74	69,411.46	11,286.54	86.01
0191 REG EMPLOYEE	1,130,872.00	.00	102,185.49	984,534.23	146,337.77	87.06
0192 SERV WORK: TEMP/SUB	42,966.00	.00	2,378.14	46,583.06	-3,617.06	108.42
0199 ADDIT COMPENSATION	154.00	.00	.00	2,966.70	-2,812.70	**
0211 DISABILITY INSURANCE	27,464.00	.00	3,427.99	23,782.03	3,681.97	86.59
0213 LIFE INSURANCE	16,396.00	.00	2,769.44	13,828.96	2,567.04	84.34
0220 FICA	1,870,926.00	.00	386,527.35	1,977,932.73	-107,006.73	105.72
0231 IPERS	2,260,695.00	.00	468,014.04	2,392,332.19	-131,637.19	105.82
0239 TSA PD by Employer	21,248.00	.00	5,380.69	36,100.55	-14,852.55	169.90
0271 PHYSICALS	1,794.00	.00	.00	696.00	1,098.00	38.80
0273 MEDICAL INSURANCE	4,436.00	.00	.00	186.16	4,249.84	4.20
0279 INSUR. BENEF.	2,701,332.00	.00	.00	2,701,332.00	.00	100.00
0292 CLOTHING ALLOWANCE	596.00	.00	132.14	1,660.86	-1,064.86	**
0313 OFFICAL/ADMINISTRATIVE	2,388.00	.00	2,886.00	2,886.00	-498.00	120.85
0322 PROFESS ED SERVICES	1,876.00	.00	1,685.00	3,579.30	-1,703.30	190.79
0323 INSTRUCTIONAL SERVIC	248,844.00	525.00	-1,946.69	149,916.79	98,402.21	60.46
0324 CONSULTANT	11,424.00	.00	34,675.94	171,098.21	-159,674.21	**
0331 STAFF WORKSHOP	106,543.00	.00	7,074.91	144,928.80	-38,385.80	136.03
0332 CONTRACTED TRAINING	.00	750.00	.00	.00	-750.00	.00
0341 AUDITOR/ACCOUNTANT	20,485.00	.00	.00	15,510.00	4,975.00	75.71
0342 OTHER PROFESSIONAL	70,231.00	.00	8,486.50	25,784.00	44,447.00	36.71
0345 NONEMPLOYEE OFFICALS	.00	.00	.00	6,242.78	-6,242.78	.00

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Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
<b>10 GENERAL</b>						
0349 OTHER PURC PROF SERV	774,508.00	4,857.71	81,001.54	689,618.16	80,032.13	89.67
0350 TECHNICAL SERVICES	1,341.00	.00	.00	1,772.19	-431.19	132.15
0351 DATA PROCS/CODING	25,352.00	.00	.00	.00	25,352.00	.00
0355 BANKING FEES	25,344.00	.00	5,979.64	48,111.37	-22,767.37	189.83
0359 OTHER TECHNICAL SERV	38.00	225.00	.00	.00	-187.00	**
0411 WATER/SEWER	58,926.00	.00	13,784.11	72,927.77	-14,001.77	123.76
0421 GARBAGE COLLECTION	58,871.00	.00	5,237.24	48,276.97	10,594.03	82.00
0422 SNOW PLOWING	.00	.00	.00	12,550.00	-12,550.00	.00
0423 CLEANING SERVICES	906.00	.00	.00	.00	906.00	.00
0430 REPAIR AND MAINT SRV	154,362.00	12,244.07	14,980.18	167,545.45	-25,427.52	116.47
0432 BUILDING	2,538.00	.00	.00	.00	2,538.00	.00
0433 EQUIPMENT	19,049.00	.00	2,294.31	21,655.30	-2,606.30	113.68
0434 VEHICLE	56,814.00	21.98	41.67	13,206.43	43,585.59	23.28
0435 GROUNDS	78,697.00	5,289.09	9,719.56	64,092.28	9,315.63	88.16
0441 RENTAL LAND & BLDG	151,279.00	.00	-150,976.13	.00	151,279.00	.00
0515 TRANSP PRIVATE CONT	1,046,793.50	.00	122,895.35	1,084,966.04	-38,172.54	103.65
0516 PARENT REIMBURSEMENT	89,140.00	.00	.00	.00	89,140.00	.00
0531 POSTAGE/UPS	23,149.00	.00	2,883.63	19,375.63	3,773.37	83.70
0532 TELEPHONE	98,269.00	.00	12,511.40	109,237.45	-10,968.45	111.16
0537 SATELLITE & CABLE	.00	.00	879.02	2,659.68	-2,659.68	.00
0540 ADVERTISING	16,827.00	1,046.29	441.50	12,710.98	3,069.73	81.76
0561 TUITION	373,947.00	.00	-51,479.04	196,876.12	177,070.88	52.65
0566 TUITION COLLEGE/UNIV	170,030.00	.00	.00	226,910.00	-56,880.00	133.45
0567 TUITION OPEN ENROLL	844,188.00	1,669.67	277,786.97	1,118,227.83	-275,709.50	132.66
0580 TRAVEL	85,587.00	682.67	10,033.64	128,620.47	-43,716.14	151.08
0611 OFFICE SUPPL	262,053.00	5,822.39	35,204.68	199,161.15	57,069.46	78.22
0612 INSTR SUPPL	659,618.00	5,973.15	91,854.94	573,290.11	80,354.74	87.82
0613 TESTING SERVICE	286.00	.00	.00	10.14	275.86	3.55
0615 SOFTWARE	10,738.00	.00	12.99	1,272.99	9,465.01	11.86
0618 OTHER GEN SUPPL	116,645.00	27.71	14,680.14	138,817.03	-22,199.74	119.03
0621 NATURAL GAS	206,819.00	.00	1,519.89	113,581.35	93,237.65	54.92
0622 ELECTRICITY	492,036.00	.00	60,815.29	455,565.26	36,470.74	92.59
0626 GASOLINE	111,328.00	.00	6,976.79	75,489.53	35,838.47	67.81
0629 OTHER	1,497.00	.00	.00	5,743.07	-4,246.07	**
0641 TEXTBOOKS	193,618.00	155.00	.00	235,441.70	-41,978.70	121.68
0642 CONSUMABLE WORKBOOKS	131.00	.00	.00	10,841.24	-10,710.24	**
0643 LIBRARY BOOKS	24,827.00	1,109.18	8,757.29	29,012.06	-5,294.24	121.32
0644 PERIODICALS	1,556.00	.00	.00	735.45	820.55	47.27
0652 TECHNOL SOFTWARE	114,497.00	.00	38,902.52	108,711.44	5,785.56	94.95
0665 LOST OR DAMAGED BOOK	3.00	336.00	3,291.65	-57.23	-275.77	**
0682 PARTS	76,508.00	2,171.14	11,625.58	89,856.75	-15,519.89	120.29
0683 MAINTENANCE SUPPLIES	96,522.00	25,863.26	10,138.67	74,278.01	-3,619.27	103.75

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MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>10 GENERAL</b>						
0684 CLEANING PRODUCTS	135,052.00	19,219.02	11,301.96	140,574.89	-24,741.91	118.32
0733 FURNITURE & FIXTURES	45,747.00	250.00	1,929.14	8,379.55	37,117.45	18.86
0734 COMP/TECH HARDWARE	112,360.00	.00	4,912.97	84,840.34	27,519.66	75.51
0739 OTHER EQUIPMENT	51,822.00	3,702.14	21,852.10	163,851.75	-115,731.89	**
0812 DUES AND FEES	44,064.00	.00	2,068.68	45,169.97	-1,105.97	102.51
0815 STUDENT ENTRY FEES	4,284.00	.00	753.50	3,497.50	786.50	81.64
0895 MET W 3% FISCAL AGNT	21,059.00	.00	.00	.00	21,059.00	.00
0961 AEA FLOW THROUGH	1,384,477.00	.00	.00	1,384,477.00	.00	100.00
10 GENERAL	42,251,304.50	91,940.47	7,073,786.39	41,736,944.91	422,419.12	99.00

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<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>21 STUDENT ACTIVITY</b>						
0121 Reg prof educ	41.00	.00	.00	.00	41.00	.00
0122 PROF: TEMP/SUB	7,514.00	.00	.00	14,105.00	-6,591.00	187.72
0129 ADDIT COMPENSATION	11,924.00	.00	1,901.50	27,224.34	-15,300.34	**
0192 SERV WORK: TEMP/SUB	.00	.00	220.00	220.00	-220.00	.00
0211 DISABILITY INSURANCE	.00	.00	.00	.04	-.04	.00
0220 FICA	1,817.00	.00	141.26	1,963.40	-146.40	108.06
0231 IPERS	2,352.00	.00	169.80	2,303.87	48.13	97.95
0323 INSTRUCTIONAL SERVIC	26,510.00	.00	632.50	40,624.28	-14,114.28	153.24
0324 CONSULTANT	50.00	.00	.00	.00	50.00	.00
0340 OTHER PROFESSIONAL	56,414.00	.00	4,663.39	46,751.25	9,662.75	82.87
0345 NONEMPLOYEE OFFICALS	55,815.00	.00	10,909.95	54,618.51	1,196.49	97.86
0515 TRANSP PRIVATE CONT	196.00	.00	.00	.00	196.00	.00
0580 TRAVEL	39,234.00	229.88	449.60	59,432.64	-20,428.52	152.07
0618 OTHER GEN SUPPL	525,593.00	4,773.32	32,231.90	393,841.42	126,978.26	75.84
0619 RESALE INVENTORY	8,313.00	.00	495.00	5,819.02	2,493.98	70.00
0739 OTHER EQUIPMENT	12,049.00	.00	.00	24,348.47	-12,299.47	**
0812 DUES AND FEES	3,828.00	.00	.00	4,419.59	-591.59	115.45
0815 STUDENT ENTRY FEES	10,880.00	.00	480.60	10,580.24	299.76	97.24
21 STUDENT ACTIVITY	762,530.00	5,003.20	52,295.50	686,252.07	71,274.73	90.65



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<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>22 MANAGEMENT LEVY</b>						
0239 TSA PD by Employer	110,082.00	.00	.00	106,359.00	3,723.00	96.62
0250 UNEMPLOYMENT COMP	9,167.00	.00	.00	6,439.53	2,727.47	70.25
0273 MEDICAL INSURANCE	154,621.00	.00	8,670.37	104,645.15	49,975.85	67.68
0520 INSURANCE	506,769.00	.00	.00	553,272.30	-46,503.30	109.18
22 MANAGEMENT LEVY	780,639.00	.00	8,670.37	770,715.98	9,923.02	98.73

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<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>24 PUB ED &amp; REC LEVY</b>						
0111 ADMIN. PERS	58,536.00	.00	5,438.78	58,536.46	-.46	100.00
0151 OFFICE/CLERICAL	26,207.00	.00	3,271.85	26,924.38	-717.38	102.74
0211 DISABILITY INSURANCE	128.00	.00	8.28	98.44	29.56	76.91
0213 LIFE INSURANCE	78.00	.00	5.40	64.80	13.20	83.08
0220 FICA	8,362.00	.00	583.81	6,521.96	1,840.04	78.00
0231 IPERS	10,442.00	.00	689.28	7,770.61	2,671.39	74.42
0239 TSA PD by Employer	270.00	.00	.00	.00	270.00	.00
0279 INSUR. BENEF.	13,460.00	.00	.00	13,460.00	.00	100.00
0450 CONSTRUCTION SERV	6,800.00	.00	.00	.00	6,800.00	.00
24 PUB ED & REC LEVY	124,283.00	.00	9,997.40	113,376.65	10,906.35	91.22

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<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>33 SALES TAX FUND</b>						
0343 ARCHITECT & ENGINEER	158,377.00	.00	5,282.79	96,062.25	62,314.75	60.65
0348 OTHER PROFESS SERV	.00	.00	.00	375.00	-375.00	.00
0450 CONSTRUCTION SERV	3,292,824.00	31,541.75	295,641.43	2,725,526.57	535,755.68	83.73
0734 COMP/TECH HARDWARE	394,358.00	.00	84,400.30	92,092.88	302,265.12	23.35
0739 OTHER EQUIPMENT	1,223.00	.00	.00	.00	1,223.00	.00
0910 FUND TRANSFER OUT	2,108,877.00	.00	.00	1,931,316.97	177,560.03	91.58
<b>33 SALES TAX FUND</b>	<b>5,955,659.00</b>	<b>31,541.75</b>	<b>385,324.52</b>	<b>4,845,373.67</b>	<b>1,078,743.58</b>	<b>81.89</b>

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<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>36 PHY PLANT &amp; EQ LEVY</b>						
0343 ARCHITECT & ENGINEER	1,592.00	.00	.00	433.80	1,158.20	27.25
0441 RENTAL LAND & BLDG	.00	.00	150,976.13	150,976.13	-150,976.13	.00
0450 CONSTRUCTION SERV	.00	.00	.00	55,690.00	-55,690.00	.00
0618 OTHER GEN SUPPL	.00	.00	17,981.00	19,068.66	-19,068.66	.00
0734 COMP/TECH HARDWARE	262,168.00	.00	.00	146,374.14	115,793.86	55.83
0739 OTHER EQUIPMENT	19,337.00	41,600.00	.00	24,074.59	-46,337.59	**
36 PHY PLANT & EQ LEVY	283,097.00	41,600.00	168,957.13	396,617.32	-155,120.32	154.79

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MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>40 DEBT SERVICE</b>						
0349 OTHER PURC PROF SERV	50,445.00	.00	.00	.00	50,445.00	.00
0831 PRINCIPAL REDEMPTION	3,810,000.00	.00	.00	3,770,000.00	40,000.00	98.95
0832 INTEREST	2,525,000.00	.00	.00	2,541,565.35	-16,565.35	100.66
40 DEBT SERVICE	6,385,445.00	.00	.00	6,311,565.35	73,879.65	98.84

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<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>61 SCHOOL NUTRITION</b>						
0191 REG EMPLOYEE	646,493.00	.00	50,797.88	671,894.17	-25,401.17	103.93
0211 DISABILITY INSURANCE	365.00	.00	34.83	431.24	-66.24	118.15
0213 LIFE INSURANCE	366.00	.00	34.20	391.50	-25.50	106.97
0220 FICA	52,084.00	.00	3,830.70	51,312.09	771.91	98.52
0231 IPERS	36,544.00	.00	4,482.26	61,907.83	-25,363.83	169.41
0239 TSA PD by Employer	841.00	.00	139.08	1,668.96	-827.96	198.45
0279 INSUR. BENEF.	86,893.00	.00	.00	86,893.00	.00	100.00
0331 STAFF WORKSHOP	5,526.00	.00	487.50	3,384.35	2,141.65	61.24
0355 BANKING FEES	27,836.00	.00	.00	16,844.49	10,991.51	60.51
0432 BUILDING	21,419.00	.00	327.50	25,374.80	-3,955.80	118.47
0580 TRAVEL	1,884.00	.00	199.77	2,663.95	-779.95	141.40
0611 OFFICE SUPPL	12,898.00	.00	52.75	3,569.54	9,328.46	27.68
0615 SOFTWARE	400.00	.00	.00	15,660.86	-15,260.86	**
0618 OTHER GEN SUPPL	35,659.00	.00	624.09	28,224.11	7,434.89	79.15
0629 OTHER	1,461.00	.00	.00	33.92	1,427.08	2.32
0631 PURCHASE FOOD	720,461.00	.00	37,524.90	731,220.64	-10,759.64	101.49
0639 COMMODITIES CONSUMED	115,721.00	.00	.00	.00	115,721.00	.00
0684 CLEANING PRODUCTS	8,870.00	.00	279.50	10,375.75	-1,505.75	116.98
0739 OTHER EQUIPMENT	.00	.00	127.99	9,657.47	-9,657.47	.00
0790 EQUIP/DEPRECIATION	87,612.00	.00	.00	.00	87,612.00	.00
0990 DOWNWARD ADJUSTMENTS	477,247.00	.00	.00	.00	477,247.00	.00
61 SCHOOL NUTRITION	2,340,580.00	.00	98,942.95	1,721,508.67	619,071.33	73.55

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<b>62 CHILD CARE</b>						
0111 ADMIN. PERS	102,008.00	.00	11,180.62	88,135.34	13,872.66	86.40
0115 ADMIN ASST EMPLOYEE	201,876.00	.00	1,941.30	61,463.93	140,412.07	30.45
0121 Reg prof educ	152,777.00	.00	29,356.53	160,920.69	-8,143.69	105.33
0122 PROF: TEMP/SUB	1,490.00	.00	.00	.00	1,490.00	.00
0135 REG ASSIST EMPLY	18,063.00	.00	2,149.12	2,284.46	15,778.54	12.65
0151 OFFICE/CLERICAL	18,907.00	.00	724.37	17,709.73	1,197.27	93.67
0191 REG EMPLOYEE	993,222.00	.00	117,064.38	1,101,680.93	-108,458.93	110.92
0211 DISABILITY INSURANCE	880.00	.00	95.18	1,056.63	-176.63	120.07
0213 LIFE INSURANCE	639.00	.00	70.51	660.34	-21.34	103.34
0220 FICA	112,831.00	.00	11,335.35	97,249.46	15,581.54	86.19
0231 IPERS	80,145.00	.00	13,591.02	119,049.44	-38,904.44	148.54
0239 TSA PD by Employer	135.00	.00	421.58	4,015.13	-3,880.13	**
0279 INSUR. BENEF.	20,190.00	.00	.00	20,190.00	.00	100.00
0331 STAFF WORKSHOP	2,090.00	.00	.00	.00	2,090.00	.00
0355 BANKING FEES	39,758.00	.00	.00	27,378.78	12,379.22	68.86
0515 TRANSP PRIVATE CONT	8,918.00	.00	159.31	7,831.92	1,086.08	87.82
0580 TRAVEL	28.00	.00	.00	227.18	-199.18	**
0611 OFFICE SUPPL	510.00	.00	.00	249.24	260.76	48.87
0612 INSTR SUPPL	102.00	.00	.00	.00	102.00	.00
0618 OTHER GEN SUPPL	73,261.00	1,310.07	15,353.47	83,261.98	-11,311.05	115.44
0619 RESALE INVENTORY	.00	.01	692.88	692.88	-692.89	.00
0812 DUES AND FEES	675.00	.00	.00	.00	675.00	.00
0815 STUDENT ENTRY FEES	.00	.00	.00	177.22	-177.22	.00
<b>62 CHILD CARE</b>	<b>1,828,505.00</b>	<b>1,310.08</b>	<b>204,135.62</b>	<b>1,794,235.28</b>	<b>32,959.64</b>	<b>98.20</b>

**Urbandale Community School District**

For 06/01/16 - 06/30/16

**Expenditure Summary Report**

FJEXS01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>64 BUILDING TRADES</b>						
0450 CONSTRUCTION SERV	.00	.00	.00	650.00	-650.00	.00
0832 INTEREST	.00	.00	.00	60.00	-60.00	.00
0910 FUND TRANSFER OUT	.00	.00	.00	140,521.87	-140,521.87	.00
64 BUILDING TRADES	.00	.00	.00	141,231.87	-141,231.87	.00



**Urbandale Community School District**

For 06/01/16 - 06/30/16

**Expenditure Summary Report**

FJEXS01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>65 COMMUNITY EDUCATION</b>						
0101 Reg paraprof	4,671.00	.00	745.92	6,989.92	-2,318.92	149.65
0121 Reg prof educ	36,325.00	.00	1,550.54	39,773.91	-3,448.91	109.49
0129 ADDIT COMPENSATION	3,421.00	.00	.00	.00	3,421.00	.00
0151 OFFICE/CLERICAL	3,051.00	.00	.00	2,919.50	131.50	95.69
0211 DISABILITY INSURANCE	3.00	.00	.00	5.13	-2.13	171.00
0213 LIFE INSURANCE	6.00	.00	.00	1.60	4.40	26.67
0220 FICA	5,609.00	.00	171.19	3,339.73	2,269.27	59.54
0231 IPERS	8,184.00	.00	202.57	3,959.64	4,224.36	48.38
0323 INSTRUCTIONAL SERVIC	2,865.00	.00	.00	5,185.50	-2,320.50	180.99
0345 NONEMPLOYEE OFFICALS	12,345.00	.00	1,600.00	12,778.00	-433.00	103.51
0580 TRAVEL	.00	.00	210.25	210.25	-210.25	.00
0618 OTHER GEN SUPPL	154,182.00	399.00	11,899.02	99,706.03	54,076.97	64.93
0812 DUES AND FEES	.00	.00	.00	2,169.00	-2,169.00	.00
0990 DOWNWARD ADJUSTMENTS	41,662.00	.00	.00	.00	41,662.00	.00
65 COMMUNITY EDUCATION	272,324.00	399.00	16,379.49	177,038.21	94,886.79	65.16

**Urbandale Community School District**

For 06/01/16 - 06/30/16

**Expenditure Summary Report**

FJEXS01A

Periods 12 - 13

Monthly Report to the Board of Directors

MthlyBdRptByFund/Object

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>71 SELF-INSURANCE FUND</b>						
0101 Reg paraprof	34.00	.00	.00	.00	34.00	.00
0220 FICA	2.00	.00	.00	.00	2.00	.00
0231 IPERS	3.00	.00	.00	.00	3.00	.00
0273 MEDICAL INSURANCE	2,755,378.00	.00	350.00	2,825,574.80	-70,196.80	102.55
0347 MEDICAL PROFESSIONAL	63,309.00	.00	1,517.00	50,246.50	13,062.50	79.37
0359 OTHER TECHNICAL SERV	100.00	.00	.00	100.00	.00	100.00
71 SELF-INSURANCE FUND	2,818,826.00	.00	1,867.00	2,875,921.30	-57,095.30	102.03

**Board Meeting Agenda**  
**July 11, 2016**  
**Special Report # 18a**

Bill list for Board of Director's Meeting 7/11/2016

1	<b>10 - GENERAL</b>		
2	ABC ELECTRICAL SERVICES-	Re-Pull Feed Wires to Chiller/7889/Labor	\$ 2,210.00
3	ABC ELECTRICAL SERVICES-	Re-Pull Feed Wires to Chiller/7889/Mater	\$ 3,221.91
4	ACCESS SYSTEMS-	COPIER CHARGES	\$ 96.00
5	AG IREPAIR-	Replace LCD on Retina MacBook Pro S# C02	\$ 240.00
6	ALLEN SYSTEM GROUP, INC (WAS ATEMPO)	Invoice 23932 - Live Backup/Live Navigat	\$ 224.61
7	AMAZON.COM CORPORATE CREDIT	1/2" Flag Stickers - Australia	\$ 13.98
8	AMAZON.COM CORPORATE CREDIT	1/2" Flag Stickers - Brazil	\$ 13.98
9	AMAZON.COM CORPORATE CREDIT	1/2" Flag Stickers - India	\$ 13.98
10	AMAZON.COM CORPORATE CREDIT	1/2" Flag Stickers - Mexico	\$ 13.98
11	AMAZON.COM CORPORATE CREDIT	1/2" Flag Stickers - Nigeria	\$ 13.98
12	AMAZON.COM CORPORATE CREDIT	1/2" Flag Stickers - People's Republic o	\$ 13.98
13	AMAZON.COM CORPORATE CREDIT	978-0-07-663193-3 Sociology and YOur McG	\$ 40.00
14	AMAZON.COM CORPORATE CREDIT	978-0078618789 Understanding Business -	\$ 60.47
15	AMAZON.COM CORPORATE CREDIT	978-0-13-367250-3 Health Book	\$ 273.45
16	AMAZON.COM CORPORATE CREDIT	ADD'L SUPPLIES	\$ 55.93
17	AMAZON.COM CORPORATE CREDIT	Battery for Handset	\$ 19.95
18	AMAZON.COM CORPORATE CREDIT	How to Develop PLCs for Singletons	\$ 53.85
19	AMAZON.COM CORPORATE CREDIT	Samsung Portable DVD writer	\$ 32.68
20	AMERICAN SCHOOL COUNSELOR ASSOC.	Doorhangers	\$ 15.00
21	AMERICAN SCHOOL COUNSELOR ASSOC.	shipping	\$ 5.00
22	ARROW STAGE LINES-	Charter Boys Tennis	\$ 600.00
23	ARROW STAGE LINES-	Charter bus 7th & 8th Grade Track	\$ 1,350.00
24	ARROW STAGE LINES-	Charter Bus Boys Track	\$ 600.00
25	ARROW STAGE LINES-	Charter Bus Omaha Zoo	\$ 500.00
26	ARROW STAGE LINES-	Charter bus Soccer Girls	\$ 725.00
27	ARROW STAGE LINES-	Charter Bus Track	\$ 600.00
28	AUDIO ART INC-	Lighting Tech	\$ 600.00
29	AUDIO ART INC-	Replacement Console Purchased For Activi	\$ 6,995.00
30	BASS, STEVE	Airfair Shipley Conference in Tampa	\$ 276.00
31	BASS, STEVE	MILEAGE	\$ 582.07
32	BASS, STEVE	Parking Receipt Drake Symposium on Gradi	\$ 7.00
33	BENCHMARK EDUCATION	Phonics Skill Bags SU/BU/SPU	\$ 6,900.00
34	BENCHMARK EDUCATION	SUPPLIES	\$ 545.00
35	BMO MASTERCARD	ALLEGIAN AIR-BAG FEES	\$ 55.73
36	BMO MASTERCARD	ALLEGIAN AIR-BAGGAGE FEE-CONFERENCE	\$ 54.00
37	BMO MASTERCARD	AMAZON-BLU RAY PLAYERS-OLM	\$ 1,923.61
38	BMO MASTERCARD	AMAZON-BLU RAY PLAYERS-OLM/VAL	\$ 319.52
39	BMO MASTERCARD	AMAZON-BLU RAY PLAYERS-OLM/VAL	\$ 159.76
40	BMO MASTERCARD	AMAZON-DESK MOUNT ARM	\$ 127.99
41	BMO MASTERCARD	AMAZON-GRADING PRACTICES BOOK	\$ 36.95
42	BMO MASTERCARD	AMAZON-GUIDED READING BOOKS	\$ 69.83
43	BMO MASTERCARD	AMAZON-HARD DRIVES BACKUP RAID	\$ 291.38
44	BMO MASTERCARD	AMAZON-KEYBOARD/MOUSE-S BASS	\$ 119.94
45	BMO MASTERCARD	AMAZON-PRINTER INK	\$ 30.89
46	BMO MASTERCARD	AMAZON-PRINTER-READING CAMP	\$ 89.98
47	BMO MASTERCARD	AMAZON-USB DRIVE ENCLOSURES	\$ 38.49
48	BMO MASTERCARD	ASCD-SCHOOL CULTURE REWIRED BOOKS	\$ 175.70
49	BMO MASTERCARD	AWARDS PROGRAM SVCS-RUN CLUB TROPHIES	\$ 69.20
50	BMO MASTERCARD	BARNES/NOBLE-LEADERSHIP BOOK	\$ 21.56
51	BMO MASTERCARD	BLANK PARK ZOO-KG FIELD TRIP	\$ 256.50
52	BMO MASTERCARD	CASEY'S-LUNCH-FFO INTERVIEWS	\$ 27.98
53	BMO MASTERCARD	CDW-G-CHROMEBOOK	\$ 200.00
54	BMO MASTERCARD	CDW-G-CHROMEBOOKS-MS	\$ 24,000.00
55	BMO MASTERCARD	CDW-G-GOOGLE LICENSES-MS	\$ 3,600.00

56	BMO MASTERCARD	CDW-G-RAM-VMWARE SERVER	\$ 190.00
57	BMO MASTERCARD	CDW-G-RAM-VMWARE SERVERS	\$ 991.68
58	BMO MASTERCARD	CUSTOM INK-READING CAMP TSHIRTS	\$ 330.12
59	BMO MASTERCARD	DELL-ADD'L POWER ADAPTORS-AO LAPTOPS	\$ 95.96
60	BMO MASTERCARD	DEMCO-ASSET ID LABEL PROTECTORS	\$ 182.35
61	BMO MASTERCARD	DOLLAR TREE-SUPPLIES	\$ 20.00
62	BMO MASTERCARD	DRAKE-ED LEADERSHIP SYPOSIUM	\$ 150.00
63	BMO MASTERCARD	DRAKE-STANDARDS GRADING SYMPOSIUM	\$ 750.00
64	BMO MASTERCARD	DRAKE-STANDARDS GRADING SYMPOSIUM	\$ 300.00
65	BMO MASTERCARD	FED EX OFFICE-SUPPLIES	\$ 43.59
66	BMO MASTERCARD	HEARTLAND AEA-CONFERENCE REGISTER-TRUITT	\$ 25.00
67	BMO MASTERCARD	HEARTLAND AEA-REFUND-CANCELLED	\$ (50.00)
68	BMO MASTERCARD	HEINEMANN-BENCHMARK ASSESSMENT SYSTEM	\$ 426.80
69	BMO MASTERCARD	HOME DEPOT-MICROWAVES/CLIPS	\$ 216.83
70	BMO MASTERCARD	HOWELL GREENHOUSE-FIELD TRIP	\$ 36.75
71	BMO MASTERCARD	HVVEE-CLEANING SUPPLIES	\$ 74.56
72	BMO MASTERCARD	HVVEE-MEALS-PRESENTERS-CULTURALL	\$ 48.18
73	BMO MASTERCARD	HVVEE-REWARDS	\$ 89.71
74	BMO MASTERCARD	HVVEE-YR END ASSY SUPPLIES	\$ 12.99
75	BMO MASTERCARD	HVVEE-YR END ASSY SUPPLIES	\$ 423.39
76	BMO MASTERCARD	JIMMY JOHNS-MEALS-PRESENTERS-CULTURALL	\$ 55.00
77	BMO MASTERCARD	KRISPY KREME-REWARDS	\$ 16.38
78	BMO MASTERCARD	LAKESHORE-GOAL SHAPE TOYS	\$ 68.99
79	BMO MASTERCARD	LAKESHORE LEARNING-4TH GR ITEMS	\$ 442.69
80	BMO MASTERCARD	LAKESHORE-PHYSICAL ACTIVITY TOYS	\$ 241.43
81	BMO MASTERCARD	LASERWASH-VAN WASH	\$ 11.00
82	BMO MASTERCARD	LIVING HISTORY FARMS-REWARDS	\$ 14.25
83	BMO MASTERCARD	LONGHORN-MEALS-TEACHERS-PLC-ST CHARLES	\$ 96.29
84	BMO MASTERCARD	LOWES-REPLACE MICROWAVE_CART_DRILL	\$ 441.84
85	BMO MASTERCARD	MAGPIE'S-MEALS-TEACHERS-PLC-ST CHARLES	\$ 114.53
86	BMO MASTERCARD	MARRIOTT-HOTEL-TEACHERS-PLC-ST CHARLES	\$ 973.98
87	BMO MASTERCARD	MENARDS-EOY SUPPLIES/SS ACTIVITY	\$ 32.79
88	BMO MASTERCARD	MERLE HAY LANES-COMM BASED INSTRUCTION	\$ 29.75
89	BMO MASTERCARD	MW COMPUTER-CREDIT-PROJECTORS	\$ (1,110.00)
90	BMO MASTERCARD	MW COMPUTER-DOC CAMERAS-HS	\$ 7,854.00
91	BMO MASTERCARD	MW COMPUTER-PROJECTORS/DOC CAMERAS	\$ 15,752.00
92	BMO MASTERCARD	MW COMPUTER-PROJECTORS/DOC CAMERAS	\$ 2,232.00
93	BMO MASTERCARD	OFFICE DEPOT-SUPPLIES	\$ 6.99
94	BMO MASTERCARD	ORCHARD PLACE-TIC CONFERENCE-ZWICK	\$ 300.00
95	BMO MASTERCARD	PIZZA HUT-TEACHER INTERVIEWS-LUNCH	\$ 18.91
96	BMO MASTERCARD	PLASTIC PERFECTION-HS KEYBOARD TRAINERS	\$ 375.00
97	BMO MASTERCARD	P&P SMALL ENGINES-CREDIT SALES TAX	\$ (12.17)
98	BMO MASTERCARD	REALLY GREAT READING-READING CAMP ITEMS	\$ 345.00
99	BMO MASTERCARD	SAINT'S AVE CAFE-MEALS-TEACHERS-PLC-MO	\$ 45.24
100	BMO MASTERCARD	SCHOOL HEALTH-BABY WIPES	\$ 91.28
101	BMO MASTERCARD	SCHOOL HEALTH-BATHROOM SUPPLIES	\$ 459.48
102	BMO MASTERCARD	SOLUTION TREE-BOOKS COLLABORATIVE TCHR	\$ 2,332.92
103	BMO MASTERCARD	STAPLES-SUPPLIES	\$ 45.54
104	BMO MASTERCARD	TARGET-REWARDS/REINFORCEMENTS	\$ 26.35
105	BMO MASTERCARD	TARGET-UTILITY BINS-FFO OFFICE	\$ 44.77
106	BMO MASTERCARD	TARGET-UTILITY TUBS FOR STORAGE	\$ 111.45
107	BMO MASTERCARD	TONY'S ON MAIN-MEALS-TEACHERS-PLC-MO	\$ 98.48
108	BMO MASTERCARD	TRAFFIC SAFETY STORE-PARKING LOT CONES	\$ 201.37
109	BMO MASTERCARD	USPS-SHIP RETURN OF DEFECTIVE CABLES	\$ 10.25
110	BMO MASTERCARD	VOYAGER SOPRIS-ACHIEVEMENT SUPPLIES	\$ 111.94

111	BMO MASTERCARD	WAUKEE SCHOOLS-REFUND-CANCEL EVENT	\$ (360.00)
112	BOB'S CUSTOM TROPHIES	6" X 8" Wooden plaque with brass plate f	\$ 33.45
113	BRIMEYER, ELYSE	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
114	BROWN AND SAENGER	Bretford Netbook36 Cart for Chromebooks	\$ 2,261.42
115	CADENCE EDUCATION INC (WAS PHOENIX)-	PARTNER PRESCHOOL-JUNE '16	\$ 3,959.92
116	CAM COMMUNITY SCHOOL DISTRICT-	OE Tuition 4th QTR	\$ 1,591.50
117	CAPITAL SANITARY SUPPLY	District order finish supplies and sharp	\$ 1,729.04
118	CAPITAL SANITARY SUPPLY	Lotus Water System	\$ 2,501.00
119	CAPITAL SANITARY SUPPLY	Olmsted parts for equipment	\$ 121.75
120	CARENZA, GREG	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
121	CARENZA, GREG	Mileage to Omaha Zoo on 5/20/16 (270 mil	\$ 145.80
122	CARLILE, CRISTA	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
123	CARLILE, CRISTA	Reimbursement for mileage from Jan. 5, 2	\$ 408.51
124	CARVER, TIM	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
125	CENTER FOR THE COLLABORATIVE CLASSROOM	Being a Writer, 2nd Ed., Classroom Packa	\$ 2,250.00
126	CENTER FOR THE COLLABORATIVE CLASSROOM	Being A Writer, 2nd Ed., Replacement Cla	\$ 3,340.00
127	CENTER FOR THE COLLABORATIVE CLASSROOM	Being A Writer, Interim Edition, Classro	\$ 750.00
128	CENTER FOR THE COLLABORATIVE CLASSROOM	Shipping & Handling @ 8%	\$ 507.20
129	CENTERPOINT ENERGY SERVICES INC-	SERVICES	\$ (2,877.53)
130	CENTERPOINT ENERGY SERVICES INC-	SERVICES	\$ 1,537.87
131	CENTERPOINT ENERGY SERVICES INC-	SERVICES	\$ 2,549.41
132	CENTIMARK ROOFING CORP-	Jensen Roof Repairs/8000758175/ Labor	\$ 280.00
133	CENTIMARK ROOFING CORP-	Jensen Roof Repairs/8000758175/ Material	\$ 79.20
134	CENTURYLINK	SERVICES	\$ 132.06
135	CENTURYLINK	SERVICES	\$ 306.43
136	CINTAS CORP	Walk Off Mat Lease/HS/762452052	\$ 132.54
137	CINTAS CORP	Walk Off Mat Lease/Jensen/762452051	\$ 36.15
138	CINTAS CORP	Walk Off Mat Lease/KA/762451714	\$ 40.64
139	CINTAS CORP	Walk Off Mat Lease/MS/762452053	\$ 34.00
140	CINTAS CORP	Walk Off Mat Lease/OlmstedS/762453160	\$ 60.25
141	CINTAS CORP	Walk Off Mat Lease/RG/762452395	\$ 73.73
142	CINTAS CORP	Walk Off Mat Lease/Valerius/762451947	\$ 36.15
143	CINTAS CORP	Walk Off Mat Lease/WE/762451949	\$ 96.39
144	CINTAS CORP	Walk Off Mat Leasing/Olmsted/762447843	\$ 60.25
145	CINTAS CORP	Walk Off Mat Leasing/RG/762455050	\$ 73.73
146	CINTAS CORP	Walk Off Mat Leasing/UHS/762454699	\$ 132.54
147	CINTAS CORP	Walk Off Mat Leasing/UMS/762454700	\$ 34.00
148	CINTAS CORP	Walk Off Mat Service/Jensen/762454698	\$ 36.15
149	CLAIMAID CONSULTING CORPORATION	Fees for Medicaid Billing Services	\$ 909.34
150	CLAIMAID CONSULTING CORPORATION	Fees for Medicaid Billing Services	\$ 909.34
151	CLARK, THOMAS	MILEAGE	\$ 5.13
152	CLASSIC EVENTS AND PARTIES-	200 Chairs for MS Promotion/65546	\$ 297.00
153	CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT	OE Tuition	\$ 3,183.00
154	CLIFFORD, SHELLY	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
155	COLE, MICHELLE	miles driven from Jan. 2016-May 2016	\$ 136.40
156	COLE, MICHELLE	Reimbursement for mileage driven Aug. 20	\$ 133.59
157	COMMUNICATION INNOVATORS INC	Invoice 77245, Voice/Data Cabling for UM	\$ 603.65
158	COMMUNICATION INNOVATORS INC	Invoice 80220 - Repair analog fax line	\$ 276.25
159	CONKLIN, CATHY	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
160	CONTRACT SPECIALTY L.C.	Herbicide for District Yards/038738	\$ 2,479.38
161	CONTRACT SPECIALTY L.C.	Turf Management Chemicals/038762	\$ 254.06
162	COPY SYSTEMS, INC	copies for May and maintenance for July	\$ 414.80
163	DEKRUYF, LOREN	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
164	DEKRUYF, LOREN	Parking	\$ 14.00
165	DES MOINES INDEPENDENT SCHOOLS	CREDIT	\$ (55,576.05)

166	DES MOINES INDEPENDENT SCHOOLS	OE Tuiton 4th Qtr TLC	\$ 2,884.47
167	DES MOINES INDEPENDENT SCHOOLS	OE Tuition 4th Qtr	\$ 53,244.52
168	DES MOINES LOCK SERVICE	Locks for KA Storage Trailers/155841	\$ 27.90
169	DES MOINES REGISTER	SERVICES	\$ 441.50
170	DIAMOND OIL COMPANY	SERVICES	\$ 1,208.46
171	DIAM PEST CONTROL-	SERVICES	\$ 780.00
172	DICKINSON, MACKAMAN, TYLER,-	SERVICES	\$ 5,673.50
173	DOORS INC	Door Hardware/225521	\$ 503.00
174	DRAKE UNIVERSITY	Graduation 2016	\$ 6,758.76
175	DURHAM SCHOOL SERVICES-	Blank Park Zoo busing	\$ 112.01
176	DURHAM SCHOOL SERVICES-	bus transportation	\$ 97.08
177	DURHAM SCHOOL SERVICES-	Civic Center 5/16 - 3rd grade	\$ 89.61
178	DURHAM SCHOOL SERVICES-	Field Trip - Civic Center - Grades 4 & 5	\$ 167.77
179	DURHAM SCHOOL SERVICES-	Science Center field trip busing	\$ 104.53
180	DURHAM SCHOOL SERVICES-	SERVICES	\$ 113,486.09
181	DURHAM SCHOOL SERVICES-	SERVICES	\$ 846.82
182	DURHAM SCHOOL SERVICES-	SERVICES	\$ 265.35
183	DURHAM SCHOOL SERVICES-	SERVICES	\$ 92.10
184	DURHAM SCHOOL SERVICES-	SERVICES	\$ 179.22
185	DURHAM SCHOOL SERVICES-	SERVICES	\$ 342.51
186	DURHAM SCHOOL SERVICES-	SERVICES-SE	\$ 527.37
187	DURHAM SCHOOL SERVICES-	Transportation estimate to Blank Park Zo	\$ 156.82
188	DURHAM SCHOOL SERVICES-	Transportation estimate to Civic Center	\$ 112.01
189	DURHAM SCHOOL SERVICES-	Transportation estimate to Civic Center	\$ 224.02
190	DURHAM SCHOOL SERVICES-	Transportation estimate to Civic Center	\$ 107.03
191	DURHAM SCHOOL SERVICES-	Transportation estimate to Living Histor	\$ 140.05
192	DURHAM SCHOOL SERVICES-	Transportation Estimate to State Capitol	\$ 258.88
193	DURHAM SCHOOL SERVICES-	Transportation estimate to Temple of Per	\$ 102.06
194	DURHAM SCHOOL SERVICES-	Transportation estimate to Temple of Per	\$ 183.61
195	DURHAM SCHOOL SERVICES-	Transportation to Blank Park Zoo on 5/25	\$ 91.87
196	EDUCATIUS INTERNATIONAL	REFUND-VITORIA FELTRIN COLOMBO	\$ 7,100.00
197	ELECTRICAL ENGINEERING & EQUIP	Fuses For HVAC RepairsAt Olmsted/4700960	\$ 10.46
198	EMBARKIT, INC	Invoice 38220 - Replace HD in iMac 11-19	\$ 164.58
199	EVENT DECORATORS OF IOWA INC-	chairs, stage etc for graduation 2016	\$ 1,212.43
200	EXCEL MECHANICAL CO INC	2016 Backflow Testing UHS/109378	\$ 206.00
201	EXCEL MECHANICAL CO INC	2016 Backflow Testing UMS/109379	\$ 133.00
202	EXCEL MECHANICAL CO INC	Materials MS AHU-3 Condenser/109455	\$ 1,520.00
203	EXCEL MECHANICAL CO INC	Repairs to Webster Kitchen Hood/109274/L	\$ 342.00
204	EXCEL MECHANICAL CO INC	Repairs to Webster Kitchen Hood/109274/P	\$ 157.00
205	EXCEL MECHANICAL CO INC	Service Labor and Trip Charge Olmsted Li	\$ 296.00
206	EXCEL MECHANICAL CO INC	Service Labor and Trip Charge UHS AHU D-	\$ 158.00
207	EXCEL MECHANICAL CO INC	Service Labor and Trip Charge UMS AHU-3	\$ 276.00
208	FEES, LINDA	Reimbursement - Aldi - chips for guest s	\$ 11.13
209	FEES, LINDA	Reimbursement - Jimmy Johns - lunches fo	\$ 56.09
210	FENNER IRRIGATION-	Drive Assemblies/10527	\$ 494.64
211	FENNER IRRIGATION-	Sprinkler Assy/10499	\$ 62.00
212	FERGUSON ENTERPRISES INC	Plumbing Supplies/3970282	\$ 22.01
213	FIRST CHOICE COFFEE SERVICES	Coffee	\$ 70.52
214	FOLLETT SCHOOL SOLUTIONS-	Books - See quote ID 8624955 for order f	\$ 24.72
215	FOLLETT SCHOOL SOLUTIONS-	replacement books - not to exceed total	\$ 1,549.71
216	FOLLETT SCHOOL SOLUTIONS-	See attached for order. List # 13288976	\$ 1,054.66
217	FOLLETT SCHOOL SOLUTIONS-	See attached list # 13258441 for order f	\$ 224.22
218	FOLLETT SCHOOL SOLUTIONS-	See attached list # 13289102 for order f	\$ 1,985.49
219	FOLLETT SCHOOL SOLUTIONS-	See attached quote ID 8678276 for order	\$ 155.63
220	FOLLETT SCHOOL SOLUTIONS-	See list # 13180083 for order for Valeri	\$ 386.37

221	FOLLETT SCHOOL SOLUTIONS-	See list # 13289114 for order for Webste	\$ 1,400.00
222	FOLLETT SCHOOL SOLUTIONS-	See quote ID: 8776885 for order - do not	\$ 523.92
223	GOPHER SPORT	48" L Curl Bar- 20 lbs.	\$ 119.00
224	GOPHER SPORT	Deluxe vinyl floor tape- 180'Lx1" red	\$ 9.40
225	GOPHER SPORT	Gopher Duracoat Dodgeballs- 6.3" dia. b	\$ 345.00
226	GOPHER SPORT	shipping	\$ 5.64
227	GOPHER SPORT	Shipping	\$ 11.90
228	GOPHER SPORT	Shipping	\$ 29.32
229	GOPHER SPORT	Spike Ball game set	\$ 56.95
230	GRAINGER INC-	Hardware/1263487429	\$ 5.16
231	GREATER IOWA CREDIT UNION	Withholdings 06/20/2016	\$ 2,900.00
232	GREAT LAKES HIGHER EDUCATION GUARANTY	Withholdings 06/20/2016	\$ 16.86
233	GROUNDS KEEPER, THE (NEW)-	SERVICES	\$ 4,580.00
234	HALO BRANDED SOLUTIONS-	SUPPLIES	\$ 97.75
235	HARRISON, KELLEY	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
236	HAVLICEK, CAMY	Mileage reimbursement for the PLC at Wor	\$ 389.34
237	HEALING ARTS PLLC-	Art Therapy with UHS 6/16/16	\$ 175.00
238	HEALING ARTS PLLC-	Art Therapy with UHS 6/23/2016	\$ 175.00
239	HEALING ARTS PLLC-	Art Therapy with UHS 6/9/2016	\$ 175.00
240	HEARTLAND AEA 11	Print order 38917 Book Marks	\$ 5.08
241	HEARTLAND AEA 11	SERVICES/SUPPLIES	\$ 18.20
242	HEARTLAND AEA 11	SERVICES/SUPPLIES	\$ 555.88
243	HERFF JONES	DIPLOMA	\$ 5.38
244	HIGGINS PLAZA SERVICE-	Oil change on Delivery Van	\$ 30.67
245	HVVEE FOOD STORE-URBAN DALE	bagels	\$ 29.97
246	HVVEE FOOD STORE-URBAN DALE	bag of ice	\$ 1.99
247	HVVEE FOOD STORE-URBAN DALE	Balloons/flowers for graduation dinner	\$ 142.00
248	HVVEE FOOD STORE-URBAN DALE	cards	\$ 13.47
249	HVVEE FOOD STORE-URBAN DALE	catering	\$ 129.99
250	HVVEE FOOD STORE-URBAN DALE	catering delivery charge	\$ 20.00
251	HVVEE FOOD STORE-URBAN DALE	cookies	\$ 23.94
252	HVVEE FOOD STORE-URBAN DALE	CREDIT/SUPPLIES	\$ (0.39)
253	HVVEE FOOD STORE-URBAN DALE	Eggs, Chocolate Fudge Frosting	\$ 2.24
254	HVVEE FOOD STORE-URBAN DALE	Food for At-Risk Summer Camp	\$ 39.85
255	HVVEE FOOD STORE-URBAN DALE	Ice cream for birthdays	\$ 12.94
256	HVVEE FOOD STORE-URBAN DALE	large pizza	\$ 167.86
257	HVVEE FOOD STORE-URBAN DALE	paper plates	\$ 4.99
258	HVVEE FOOD STORE-URBAN DALE	plastic cups	\$ 7.50
259	HVVEE FOOD STORE-URBAN DALE	Ruppert - Choc milk, yogurt, ketchup, sp	\$ 10.74
260	HVVEE FOOD STORE-URBAN DALE	Snacks for At-Risk Summer Camp June 7, 9	\$ 42.76
261	HVVEE FOOD STORE-URBAN DALE	Yogurt, Milk, applesauce, pudding, laund	\$ 18.66
262	HVVEE FOOD STORE-URBAN DALE	Supplies	\$ 3.99
263	ID WHOLESALER	SUPPLIES	\$ 287.15
264	IMAGING TECHNOLOGIES	24" Paper for wide-format printer (500 f	\$ 24.25
265	IMAGING TECHNOLOGIES	36" paper for wide-format printer (500 f	\$ 43.70
266	IMAGING TECHNOLOGIES	Black & White Copies and Prints	\$ 51.85
267	IMAGING TECHNOLOGIES	Color Copies and Prints	\$ 0.75
268	IMAGING TECHNOLOGIES	Copier charge for 5/18/16 - 6/17/16 (Inv	\$ 182.40
269	IMAGING TECHNOLOGIES	COPIER CHARGES	\$ 569.56
270	IMAGING TECHNOLOGIES	copies	\$ 113.68
271	IMAGING TECHNOLOGIES	copy costs	\$ 51.77
272	IMAGING TECHNOLOGIES	copy costs	\$ 3.42
273	IMAGING TECHNOLOGIES	Invoice # 273647 Copy charges for 5/24-6	\$ 207.70
274	INDOFF INC	Clock for Dynn's office	\$ 38.49
275	INDOFF INC	Hanging file folders & Poster board	\$ 79.68

276	INTECONNEX	Replacement Camera for HS/AAAQ1322	\$ 940.71
277	IOWA ASSOCIATION-SCHOOL BOARDS-	Background Checks completed May 2016	\$ 432.00
278	IOWA COMMUNICATIONS NETWORK	SERVICES	\$ 879.02
279	IOWA DIVISION OF LABOR	Boiler Certificate Fee for Webster Boile	\$ 200.00
280	IOWA DIVISION OF LABOR	SERVICES	\$ 1,520.00
281	IOWA TESTING PROGRAMS	IA Assessment reports	\$ 747.95
282	IOWA WATER MANAGEMENT-	Contracted Water Management/District/IN1	\$ 400.00
283	IOWA WATER MANAGEMENT-	Contracted Water Management/UHS/IN17085	\$ 435.00
284	IRON MOUNTAIN RECORDS MANAGEMENT-	SERVICES	\$ 31.34
285	JACOBS, JOSH	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
286	JIM SHIPLEY & ASSOCIATES-	Airfare, hotel, and rental car for Maril	\$ 928.90
287	JIM SHIPLEY & ASSOCIATES-	TSTT for the TLC Team May 24-25, 2016	\$ 4,000.00
288	JOHNSTON COMMUNITY SCHOOLS	OE Tuition 4th Qtr	\$ 95,967.45
289	JOHNSTON COMMUNITY SCHOOLS	OE Tuition 4th Qtr ESL	\$ 350.33
290	JOHNSTON COMMUNITY SCHOOLS	OE Tuition 4th Qtr TLC	\$ 5,081.05
291	JUICEBOX INTERACTIVE-	SERVICES	\$ 345.00
292	JUNIOR LIBRARY GUILD	See attached quote for order for 4 level	\$ 791.40
293	JUNIOR LIBRARY GUILD	See attached quote for order for 6 level	\$ 1,146.60
294	JUNIOR LIBRARY GUILD	See attached quote for order for 7 level	\$ 1,348.20
295	JUSTMANN, LARA	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
296	KARAIDOS, SHAWN	MILEAGE	\$ 29.54
297	KOWALSKY, BRANDON	MILEAGE	\$ 430.05
298	KRAVA, SCOTT	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
299	LANE, MARK	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
300	LANE, MARK	MILEAGE	\$ 391.45
301	LANGUAGETECH, INC.-	3.5 hours of Translation services	\$ 210.00
302	LANGUAGETECH, INC.-	Optimal Phone Calls in May	\$ 80.00
303	LIGHT THIS PRODUCTIONS-	June 3 and 4 Lighting	\$ 600.00
304	LIGHT THIS PRODUCTIONS-	June 7 - 10 Lighting	\$ 2,400.00
305	LIGHT THIS PRODUCTIONS-	May 26 - 28 Lighting	\$ 1,800.00
306	LIVING HISTORY FARMS	Living History Farms admission	\$ 367.50
307	MAIL SERVICES, LLC-	SERVICES	\$ 2,552.57
308	MARKS, JESSICA	MILEAGE	\$ 122.74
309	MAURO, MEREDITH	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
310	MEFFORD, STEVEN	Mileage from Jan. 6,2016 thru June 10, 2	\$ 124.90
311	MENARDS	Cords for Custodial Department/46430	\$ 57.75
312	MENARDS	Hardware/45244	\$ 52.99
313	MENARDS	Hardware for KA/45627	\$ 35.75
314	MENARDS	Painting Supplies/46150	\$ 80.84
315	MENARDS	Pavement Patching Supplies for Olmsted L	\$ 412.50
316	MENARDS	Plumbing Supplies/46524	\$ 10.84
317	MENARDS	portable tile saw, dolly, stanley sort m	\$ 117.94
318	METRO SEW AND VAC LLC-	Servic e- cleaning serger	\$ 130.00
319	METRO SEW AND VAC LLC-	Sewing machine Elna Model 320	\$ 380.00
320	METRO WASTE AUTHORITY	Medical Waste Disposal/7367	\$ 32.25
321	METRO WEST LEARNING CENTER-	Consulting Services for AS & TW (Invoice	\$ 4,006.25
322	METRO WEST LEARNING CENTER-	CPI Refresher Training Char Norris' Room	\$ 250.00
323	METRO WEST LEARNING CENTER-	Invoice #20855 for AS & Invoice #20854 f	\$ 4,425.00
324	METRO WEST LEARNING CENTER-	Invoice #21202 Summer School for AS	\$ 1,540.00
325	METRO WEST LEARNING CENTER-	Invoice #21203 Summer School for TW	\$ 332.50
326	MIDAMERICAN ENERGY-	A/O	\$ 20.78
327	MIDAMERICAN ENERGY-	A/O	\$ 384.44
328	MIDAMERICAN ENERGY-	HIGH SCHOOL	\$ 54.50
329	MIDAMERICAN ENERGY-	HIGH SCHOOL	\$ 26,197.98
330	MIDAMERICAN ENERGY-	JENSEN	\$ 18.45



331	MIDAMERICAN ENERGY-	JENSEN	\$ 2,474.19
332	MIDAMERICAN ENERGY-	KAREN ACRES	\$ 71.71
333	MIDAMERICAN ENERGY-	KAREN ACRES	\$ 131.74
334	MIDAMERICAN ENERGY-	METRO WEST	\$ 15.22
335	MIDAMERICAN ENERGY-	METRO WEST	\$ 596.11
336	MIDAMERICAN ENERGY-	MIDDLE SCHOOL	\$ 10,139.36
337	MIDAMERICAN ENERGY-	OLMSTED	\$ 46.96
338	MIDAMERICAN ENERGY-	OLMSTED	\$ 4,114.52
339	MIDAMERICAN ENERGY-	ROLLING GREEN	\$ 34.06
340	MIDAMERICAN ENERGY-	ROLLING GREEN	\$ 3,790.07
341	MIDAMERICAN ENERGY-	VALERIUS	\$ 48.46
342	MIDAMERICAN ENERGY-	VALERIUS	\$ 2,907.76
343	MIDAMERICAN ENERGY-	WEBSTER	\$ 10,079.12
344	MIRANDA, MARIA	MILEAGE	\$ 894.24
345	NAESP	Presidential Award Pins - Elementary Exc	\$ 60.00
346	NAESP	SHIPPING	\$ 15.00
347	NAPA GENUINE PARTS	Auto Parts/827894	\$ 4.48
348	NAPA GENUINE PARTS	FHP Belt/WD-40/826656	\$ 27.07
349	NAPA GENUINE PARTS	Lubricants for Maintenance/827021	\$ 92.28
350	NAPA GENUINE PARTS	Oil/Carb Cleaner/824736	\$ 62.16
351	NATIONAL HISTORY DAY IN IOWA	Registration for Olivia G. to attend Sta	\$ 20.00
352	NAVIANCE, INC.	Online Career and Coarse Planner for Cou	\$ 18,075.24
353	NIELSEN FLOWER SHOP	Flowers for graduation at Kanpp Center	\$ 200.00
354	OFFICE DEPOT-(USE FOR ALL)	3M Command Picture Hanging Strips, Mediu	\$ 46.50
355	OFFICE DEPOT-(USE FOR ALL)	3M Command Picture Hanging Strips, White	\$ 49.99
356	OFFICE DEPOT-(USE FOR ALL)	3M Command Poster Strips, White, Pk of 1	\$ 54.99
357	OFFICE DEPOT-(USE FOR ALL)	3M Command White, Pack of 4	\$ 38.40
358	OFFICE DEPOT-(USE FOR ALL)	Banker Boxes for Special Ed	\$ 22.42
359	OFFICE DEPOT-(USE FOR ALL)	Brother TZe-1312-PK Black on Clear Tape,	\$ 61.58
360	OFFICE DEPOT-(USE FOR ALL)	Copy paper	\$ 37.49
361	OFFICE DEPOT-(USE FOR ALL)	General Office Supplies - pens, wipes	\$ 30.29
362	OFFICE DEPOT-(USE FOR ALL)	Hammermill Color Copy Paper	\$ 45.30
363	OFFICE DEPOT-(USE FOR ALL)	Hammermill Copy Plus MP Paper, 11x17", C	\$ 43.19
364	OFFICE DEPOT-(USE FOR ALL)	PaperMate Flair Pens, Medium Point, Blac	\$ 9.69
365	OFFICE DEPOT-(USE FOR ALL)	PaperMate Flair Pens, Medium Point, Red,	\$ 9.97
366	OFFICE DEPOT-(USE FOR ALL)	Pilot G2 Retractable Gel Pens, Fine Poin	\$ 16.24
367	O'KEEFE ELEVATOR COMPANY, INC	Contracted Eleveator Maintenance/0044132	\$ 451.07
368	OLSON, ANDREW	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
369	ON SITE DESTRUCTION SVCS OF IA-	Ticket # 223157 Shredding	\$ 25.00
370	PEARSON EDUCATION	ADD'L SUPPLIES	\$ 248.11
371	PITTSBURGH PAINTS	982903052112Paint/	\$ 43.58
372	PLUMB SUPPLY COMPANY	Stem Assemby/3905775	\$ 57.40
373	POLK COUNTY ATTORNEY	SERVICES	\$ 160.00
374	POLK COUNTY CONSERVATION	Leading With Horses - At Risk Youth Prog	\$ 400.00
375	POLK COUNTY SHERIFF'S OFFICE	Withholdings 06/10/2016	\$ 85.60
376	POWERSCHOOL GROUP LLC-	MQR: Mining, Quering & Reporting - Class	\$ 800.00
377	POWERSCHOOL GROUP LLC-	PowerTeacherPro Certification for Bass C	\$ 1,000.00
378	POWERSCHOOL GROUP LLC-	Registration fees for Steve Mefford to a	\$ 800.00
379	POWERSCHOOL GROUP LLC-	Registration for Steven Mefford to atten	\$ 1,000.00
380	PROJECT LEAD THE WAY, INC	Participation Fee for 2016-2017	\$ 1,750.00
381	QUILL CORPORATION-	round folding table	\$ 561.52
382	QUILL CORPORATION-	storage cabinet with trays	\$ 306.89
383	QUILL CORPORATION-	table dolly	\$ 206.24
384	REAMS SPRINKLER SUPPLY	Sprinkler Repair Parts/S1308232.001	\$ 30.42
385	REAMS SPRINKLER SUPPLY	Sprinkler Repair Parts/S1308508.001	\$ 5.65

386	REVTRAK, INC-	SERVICES	\$ 5,979.64
387	RYAN PAUL BUCK PRODUCTIONS-	SERVICES	\$ 2,050.00
388	SAYDEL CONSOLIDATED SCHOOL DIST-	OE Tuition 4th Qtr	\$ 3,183.00
389	SAYDEL CONSOLIDATED SCHOOL DIST-	OE Tuition 4th Qtr TLC	\$ 156.34
390	SCHLUETER, KERI	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
391	SCHOOL SPECIALTY INC	12x18" Holiday Red Construction Paper	\$ 107.50
392	SCHOOL SPECIALTY INC	School Smart Dry Eraser Magnetic	\$ 6.40
393	SCHULTZ, NANCY	MILEAGE	\$ 46.94
394	SILVAY, JENNIFER	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
395	SMITH'S SEWER SERVICE INC-	Clean, Jet and Camera East Wing Sewer Li	\$ 1,002.50
396	SOENKE-QUIST, DENA-	SERVICES	\$ 4,262.50
397	SOLUTION TREE	New teacher to be determined	\$ 649.00
398	SOLUTION TREE	Rachel Walck	\$ 649.00
399	SOLUTION TREE	Registration for Julie Bowie to attend t	\$ 649.00
400	STAPLES ADVANTAGE	CREDIT	\$ (8.85)
401	STAPLES ADVANTAGE	Supplies	\$ 139.75
402	STAPLES ADVANTAGE	SUPPLIES	\$ 16.62
403	STORAGEMART #1050	RENT UNIT 161-JULY '16	\$ 89.96
404	ST PIUS X	PARTNER PRESCHOOL-JUNE '16	\$ 5,482.97
405	STROOPE, CHRISTY	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
406	SWEET HONEY, INC-	Pump Out KA/23066	\$ 75.00
407	THERMAL SERVICES-	Service Call/Olmsted/9406/Labor	\$ 610.00
408	THERMAL SERVICES-	Service Call/WE/9094/Labor	\$ 661.25
409	THERMAL SERVICES-	Service Call/WE/9094/Parts	\$ 231.44
410	TRAINERS WAREHOUSE	DocU-Pockets, 11x17"	\$ 149.00
411	TRAINERS WAREHOUSE	Shipping & Handling (Ground UPS)	\$ 11.74
412	UE LOCAL 893	Withholdings 06/10/2016	\$ 230.00
413	UE LOCAL 893	Withholdings 06/24/2016	\$ 218.50
414	UNITED STATES ACADEMIC DECATHLON	Curriculum Package	\$ 600.00
415	UNITED STATES ACADEMIC DECATHLON	Novel: Transit	\$ 85.00
416	UNITED STATES ACADEMIC DECATHLON	Shipping	\$ 68.50
417	URBAN DALE, CITY OF	FY16 CROSSING GUARD	\$ 26,603.89
418	URBAN DALE EDUCATION ASSOCIATION	Withholdings 06/20/2016	\$ 10,379.00
419	URBAN DALE EDUCATION FOUNDATION	Donation for Brad Peyton Golf Tournament	\$ 100.00
420	URBAN DALE HOT LUNCH	3 Gallons Lemonade	\$ 20.70
421	URBAN DALE HOT LUNCH	4 Dozen Cookies	\$ 24.00
422	URBAN DALE HOT LUNCH	Frosted Cookies	\$ 13.92
423	URBAN DALE HOT LUNCH	Graduation dinner	\$ 611.83
424	URBAN DALE HOT LUNCH	Paper Product	\$ 1.65
425	URBAN DALE HOT LUNCH	Sheet Cake	\$ 40.00
426	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 358.53
427	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 374.90
428	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 626.60
429	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 386.20
430	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 308.23
431	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 901.40
432	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 1,048.95
433	URBAN DALE WATER UTILITY	WATER/SEWER	\$ 2,801.81
434	U.S. CELLULAR	SERVICES	\$ 3,425.81
435	U.S. DEPARTMENT OF EDUCATION	Withholdings 06/20/2016	\$ 476.46
436	VIERLING, KELLY D'ANN	Withholdings 06/20/2016	\$ 636.24
437	WATSON, WILLIAM	MILEAGE	\$ 288.36
438	WAUKEE COMMUNITY SCHOOLS	OE Tuition 4th QTR	\$ 20,689.50
439	WAUKEE COMMUNITY SCHOOLS	OE Tuition 4th Qtr TLC	\$ 1,094.38
440	WELLS FARGO CORPORATE CARD	airfare to Tampa - Shipley Conference 6	\$ 1,208.30

441	WELLS FARGO CORPORATE CARD	WRIE conference Jason Volmer	\$ 175.00
442	WELLS FARGO CORPORATE CARD	WRIE conference Keri Schlueter	\$ 175.00
443	WELLS FARGO CORPORATE CARD	WRIE conference Mark Lane	\$ 175.00
444	WELLS FARGO CORPORATE CARD	WRIE conference Steve Bass	\$ 175.00
445	WEST DES MOINES COMM SCHOOL DIST-	OE Tuition 4th Qtr	\$ 52,519.50
446	WEST DES MOINES COMM SCHOOL DIST-	OE Tuition 4th Qtr ELL	\$ 700.26
447	WEST DES MOINES COMM SCHOOL DIST-	OE Tuition 4th Qtr home Schl	\$ 4,296.95
448	WEST DES MOINES COMM SCHOOL DIST-	OE Tuition 4th Qtr TLC	\$ 2,868.83
449	WEX BANK (WAS FLEET SVCS/WRIGHT EXP)	SERVICES	\$ 1,385.39
450	WEX BANK (WAS FLEET SVCS/WRIGHT EXP)	SERVICES	\$ 40.00
451	WEX BANK (WAS FLEET SVCS/WRIGHT EXP)	SERVICES	\$ 42.30
452	WILSON, DANIA (FORMERLY SCHULER)	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
453	WINDSTREAM-	SERVICES	\$ 2,315.70
454	WOHLFORD, CYNTHIA	Mileage from Feb. 26, 2016 - May 10, 201	\$ 54.59
455	WOHLFORD, CYNTHIA	Mileage from Jan. 5, 2016 - Feb. 25, 201	\$ 52.70
456	WOHLFORD, CYNTHIA	Mileage reimbursement for May 2016	\$ 12.74
457	WOOD, DENISE	CELL PHONE REIMBURSE-APR/MAY/JUNE '16	\$ 90.00
458	YE(DONT USE)OLDE GUITAR SHOPPE (NO W-9)	Guitar repairs	\$ 30.00
459	<b>10 - GENERAL</b>	<b>** Fund Total **</b>	<b>\$ 683,835.87</b>
460			
461	<b>21 - STUDENT ACTIVITY</b>		
462	A KING'S THRONE, LLC-	PORTABLES AT UMS 5.13.16-5.31.16 (INVOIC	\$ 111.28
463	ALVERIO, RICARDO-	OFFICIAL - VAR BASEBALL DH 6.7.16	\$ 120.00
464	AMADEO, MARK-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
465	AMADEO, MARK-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
466	AMAZON.COM CORPORATE CREDIT	ONLINE PURCHASE (LABELS AND DOOR HOOKS)	\$ 69.24
467	AMERICA'S BEST, INC.	Marching Band Uniform T-shirts	\$ 588.00
468	ARIZONA MOUND COMPANY-	Invoice 1126 - Clay and Field Dry	\$ 570.00
469	ARIZONA MOUND COMPANY-	Invoice 1134 - Field Product	\$ 663.00
470	BANKS, JUSTIN-	OFFICIAL - 10TH BASEBALL DH 6.20.16	\$ 100.00
471	BARTLING, DARREL-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.22.16	\$ 143.50
472	BAUER, JEFFREY-	OFFICIAL - JV/VAR BASEBALL DH 6.9.16	\$ 120.00
473	BELL, MICHAEL-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
474	BELL, MICHAEL-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
475	BIRD, PAUL-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.8.16	\$ 143.50
476	BIRD, PAUL-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
477	BIRD, PAUL-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
478	BIRKS, JEAN-	OFFICIAL - 9TH SOFTBALL DH 6.20.16	\$ 71.00
479	BMO MASTERCARD	DOLLAR TREE-GRAD SENIOR B'FAST	\$ 10.00
480	BMO MASTERCARD	DOUBLETREE-STATE TENNIS HOTEL PARKING	\$ 25.68
481	BMO MASTERCARD	ENTERPRISE RENT A CAR-CREDIT TAX	\$ (44.20)
482	BMO MASTERCARD	EXPEDIA.COM-STATE TENNIS HOTEL ROOMS	\$ 871.76
483	BMO MASTERCARD	EXPEDIA.COM-STATE TENNIS-HOTEL ROOMS	\$ 217.94
484	BMO MASTERCARD	HAR-TRU-TENNIS BALL MACHINE WHEEL REPAIR	\$ 132.32
485	BMO MASTERCARD	HOME DEPOT-VOLUNTEER RECOGNITION FLOWERS	\$ 40.00
486	BMO MASTERCARD	HYVEE-CREDIT-SENIOR LUNCHEON	\$ (100.00)
487	BMO MASTERCARD	HYVEE-SENIOR LUNCHEON	\$ 1,595.00
488	BMO MASTERCARD	KUM & GO-DAVE WHITE EXPENSES-REIMBURSED	\$ 3.74
489	BMO MASTERCARD	RIEMAN MUSIC-WOODWIND SUPPLIES	\$ 247.95
490	BRYAN ROCK PRODUCTS	TP Brown for Softball Field	\$ 1,284.41
491	CAPLE, DRAKE-	OFFICIAL - 9TH BASEBALL DH 6.14.16	\$ 100.00
492	CLARK, BEN-	OFFICIAL - 9TH BASEBALL DH 6.20.16	\$ 100.00
493	CLIVE POWER EQUIPMENT	3HP Gas Edger	\$ 520.00
494	COMPREHENSIVE SOUND SERVICES-	Audio Recording Services: Urbandale Sing	\$ 400.00
495	COPY SYSTEMS, INC	COPIER CHARGES	\$ 333.63

496	CREESE JR, PHILLIP-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
497	CREIGHTON, CATHY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
498	CREIGHTON, CATHY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
499	DECKER SPORTING GOODS	ATEC WTATMR3BC - BB Training Machine w T	\$ 2,990.00
500	DOTY, JODI-	OFFICIAL - JV/VAR SOFTBALL 6.23.16	\$ 89.50
501	DURHAM SCHOOL SERVICES-	SERVICES	\$ 226.51
502	FLOWERAMA	BASEBALL SENIOR NIGHT ROSES	\$ 29.90
503	GIOFFREDI, TERRY-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.1.16	\$ 143.50
504	GIOFFREDI, TERRY-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.20.16	\$ 143.50
505	GIOFFREDI, TERRY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
506	GIOFFREDI, TERRY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
507	GRAPHIC EDGE, THE	shirts for the German exchange	\$ 320.62
508	HALL, ROB-	OFFICIAL - 10TH BASEBALL DH 6.20.16	\$ 100.00
509	HAMMEN, JED-	OFFICIAL - JV BASEBALL DH 5.31.16	\$ 110.00
510	HANSEN, MICHAEL-	MILEAGE PER CONFERENCE AGREED UPON RATE	\$ 18.00
511	HANSEN, MICHAEL-	OFFICIAL - VAR BASEBALL DH 6.16.16	\$ 120.00
512	HARMON GLASS	REPLACE TWO WINDOWS AT SOFTBALL CONCESSI	\$ 40.00
513	HARMON GLASS	WINDOW REPLACEMENT FOR BASEBALL CONCESSI	\$ 40.00
514	HARWOOD, JORGE-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
515	HARWOOD, JORGE-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
516	HAVENHILL, JOE-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
517	HEKTER, DAVID-	BASEBALL SUPERVISION PER PAY SHEET	\$ 231.00
518	HINGST JR, LAWRENCE-	OFFICIAL - 9TH BASEBALL DH 6.9.16	\$ 100.00
519	HOEGH, ROD-	OFFICIAL - 9TH SOFTBALL DH 6.20.16	\$ 71.00
520	IMAGING TECHNOLOGIES	COPIER CHARGES	\$ 333.63
521	JACOBSEN, COLLIN-	OFFICIAL - 9TH BASEBALL DH 6.15.16	\$ 100.00
522	JOHNSON, DOUGLAS-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
523	JONES, CARI-	Dance Training	\$ 200.00
524	JW PEPPER & SONS, INC.	Musica Dei by Lightfoot SSA	\$ 39.00
525	JW PEPPER & SONS, INC.	Shipping	\$ 8.99
526	JW PEPPER & SONS, INC.	Shipping/handling charges	\$ 14.99
527	JW PEPPER & SONS, INC.	Shorewood Overture by Michael Sweeney	\$ 95.00
528	KELLY, MICHAEL-	OFFICIAL - VAR BASEBALL DH 6.1.16	\$ 120.00
529	KIRKPATRICK, DEAN-	OFFICIAL - JV/VAR BASEBALL DH 6.22.16	\$ 120.00
530	KIRKPATRICK, DEAN-	OFFICIAL - VAR BASEBALL DH 6.8.16	\$ 120.00
531	KIRK, THOMAS-	OFFICIAL - JV/VAR BASEBALL 6.3.16	\$ 120.00
532	KIRK, THOMAS-	OFFICIAL - JV/VAR BASEBALL DH 6.9.16	\$ 120.00
533	KLAAS, DAN-	OFFICIAL - JV/VAR SOFTBALL 6.23.16	\$ 89.50
534	KLAUS, MARK	Camp Mileage - June 17, 2016	\$ 43.63
535	KONZEN, JEFFREY-	OFFICIAL - 10TH BASEBALL DH 6.6.16	\$ 100.00
536	KRAMER, ANDREW-	OFFICIAL - 9TH BASEBALL DH 6.13.16	\$ 100.00
537	KRAMER, JARED-	OFFICIAL - JV BASEBALL DH 5.31.16	\$ 110.00
538	KRAMER, JARED-	OFFICIAL - JV BASEBALL (ONE GAME) 6.17.1	\$ 65.00
539	LEACH, GREGORY-	OFFICIAL - 9TH SOFTBALL DH 6.22.16	\$ 71.00
540	LEONHART, JOHN-	OFFICIAL - JV BASEBALL (ONE GAME) 6.17.1	\$ 65.00
541	LESTER, MARTIN-	OFFICIAL - 9TH BASEBALL DH 6.15.16	\$ 100.00
542	LUFT, MARTIN-	OFFICIAL - 9TH BASEBALL DH 6.13.16	\$ 100.00
543	MCANELLY, DRU-	OFFICIAL - 10TH BASEBALL DH 6.13.16	\$ 100.00
544	MENARDS	IN STORE PURCHASE (INVOICE #46337) - DIR	\$ 51.94
545	MENARDS	THERMOMETER	\$ 14.99
546	MEYER, BENJAMIN-	OFFICIAL - JV/VAR BASEBALL 6.2.16	\$ 120.00
547	MOHR, DAVID-	OFFICIAL - 9TH SOFTBALL DH 6.10.16	\$ 71.00
548	MOHR, DEIDRA-	OFFICIAL - 9TH SOFTBALL DH 6.10.16	\$ 71.00
549	MORENO, MIKE	Camp Mileage	\$ 43.63
550	MULLENBACH, DANIEL-	OFFICIAL - 9TH BASEBALL DH 6.9.16	\$ 100.00

551	NEFF COMPANY, THE-	CHSFBL Chenille Varsity Letter U	\$ 529.00
552	NEFF COMPANY, THE-	Metal Insert (Gold Service Bar MI9626)	\$ 335.00
553	NEFF COMPANY, THE-	SHIPPING	\$ (5.52)
554	NELSON, JOSEPH-	OFFICIAL - JV/VAR BASEBALL 6.3.16	\$ 120.00
555	NELSON, TONY-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.1.16	\$ 143.50
556	NELSON, TONY-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.20.16	\$ 143.50
557	NELSON, TONY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
558	NELSON, TONY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
559	O'CONNOR, RONALD-	OFFICIAL - 10TH BASEBALL DH 6.13.16	\$ 100.00
560	OFFICE DEPOT-(USE FOR ALL)	IN STORE PURCHASE - POSTERBOARD FOR TEAM	\$ 35.88
561	PETERSON, RICHARD (PETE)-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
562	PETERSON, RICHARD (PETE)-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
563	PLANK ROAD PUBLISHING	Combination Print/CDs & Downloads	\$ 159.95
564	PLANK ROAD PUBLISHING	Processing Fee	\$ 2.50
565	REED, ALAN	State Tennis Mileage	\$ 211.68
566	RICHARDSON, JP-	OFFICIAL - JV/VAR BASEBALL DH 6.22.16	\$ 120.00
567	RICHARDSON, JP-	OFFICIAL - VAR BASEBALL DH 6.8.16	\$ 120.00
568	RIEMAN MUSIC INC	Instrument Repair (see attached instrume	\$ 1,584.00
569	RIEMAN MUSIC INC	Yamaha bass clarinet SN 013306, re-glue	\$ 22.00
570	ROGERS, LAWAYNE-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.22.16	\$ 143.50
571	ROSE BRAND WEST	Adjustable horizontal drape supports for	\$ 35.14
572	ROSE BRAND WEST	Shipping	\$ (202.25)
573	ROSE BRAND WEST	SHIPPING	\$ 202.25
574	SCHMITZ, JONATHON-(EMPLOYEE)	Mileage	\$ 150.66
575	SCRIMAGER, BRIAN-	OFFICIAL - 9TH DH BASEBALL 6.6.16	\$ 100.00
576	SCRIMAGER, BRIAN-	OFFICIAL - VAR BASEBALL DH 6.1.16	\$ 120.00
577	SEALS, WILLIAM-	ACTIVITIES ANNOUNCER PER PAY SHEETS	\$ 350.00
578	SIEBKE, STANLEY-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
579	SMALL, DEAN-	OFFICIAL - JV/VAR/VAR SOFTBALL 6.8.16	\$ 143.50
580	SMITH, SABONIS-	OFFICIAL - 10TH BASEBALL DH 6.15.16	\$ 100.00
581	SMITH, SABONIS-	OFFICIAL - 9TH BASEBALL DH 6.14.16	\$ 100.00
582	SMITH, SABONIS-	OFFICIAL - 9TH BASEBALL DH 6.3.16	\$ 100.00
583	STRACKE, DON-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.17.	\$ 116.00
584	STRACKE, DON-	OFFICIAL - VAR SOFTBALL TOURNAMENT 6.18.	\$ 116.00
585	SUMP, DANA-	OFFICIAL - 10TH BASEBALL DH 6.6.16	\$ 100.00
586	TAYLOR, GLEN-	OFFICIAL - 9TH SOFTBALL DH 6.22.16	\$ 71.00
587	TROTTER, TREVOR-	9TH BASEBALL DH 6.20.16	\$ 100.00
588	TROTTER, TREVOR-	OFFICIAL - 9TH DH BASEBALL 6.6.16	\$ 100.00
589	TROTTER, TREVOR-	OFFICIAL - VAR BASEBALL DH 6.16.16	\$ 120.00
590	TROTTER, TREVOR-	OFFICIAL - VAR BASEBALL DH 6.7.16	\$ 120.00
591	UNITYPOINT DES MOINES (WAS IOWA HEALTH)-	ATC Coverage - Spring	\$ 2,500.00
592	WEISS, MATTHEW-	OFFICIAL - JV/VAR BASEBALL 6.2.16	\$ 120.00
593	WIERSMA, ROBERT-	OFFICIAL - 9TH BASEBALL DH 6.17.16	\$ 100.00
594	WINKEL, MARK-	OFFICIAL - 10TH BASEBALL DH 6.15.16	\$ 100.00
595	WITTE, CONNOR-	OFFICIAL - 9TH BASEBALL DH 6.3.16	\$ 100.00
596	WITTE, KEVIN-	OFFICIAL - 9TH BASEBALL DH 6.17.16	\$ 100.00
597	<b>21 - STUDENT ACTIVITY</b>	<b>** Fund Total **</b>	<b>\$ 27,166.87</b>
598			
599	<b>33 - SALES TAX FUND</b>		
#REF!	BMO MASTERCARD	ABC ELECTRIC-KA CEILING POWER OUTLETS	\$ 170.00
#REF!	BMO MASTERCARD	CDW-G-CHROMEbase COMPUTERS-OLM/WEB	\$ 18,557.28
#REF!	BMO MASTERCARD	CDW-G-GOOGLE LICENSES-OLM/WEB	\$ 1,960.00
#REF!	BMO MASTERCARD	DELL-LAPTOP-S CLIFFORD	\$ 1,162.57
#REF!	DLR GROUP INC-	SERVICES	\$ 4,943.82
#REF!	DLR GROUP INC-	SERVICES	\$ 338.97

#REF!	LARSON & LARSON CONSTRUCTION-	SERVICES-PAY APPLICATION #8	\$ 269,770.98
#REF!	MENARDS	Olmsted Project/46245	\$ 67.74
#REF!	MENARDS	Tape and Poly For Construction Protectio	\$ 41.49
#REF!	MENARDS	Versa Patch/46424	\$ 29.64
#REF!	PLUMB SUPPLY COMPANY	CREDIT	\$ (159.57)
#REF!	PLUMB SUPPLY COMPANY	CREDIT	\$ (45.88)
#REF!	PLUMB SUPPLY COMPANY	CREDIT	\$ (98.26)
#REF!	PLUMB SUPPLY COMPANY	Piping Supplies/3908267	\$ 30.88
#REF!	PLUMB SUPPLY COMPANY	Plumbing Supplies/392092	\$ 3.01
#REF!	PLUMB SUPPLY COMPANY	Plumbing Supplies/3921927	\$ 208.97
#REF!	PLUMB SUPPLY COMPANY	Plumbing Supplies/3921972	\$ 70.24
#REF!	PLUMB SUPPLY COMPANY	Plumbing Supplies/3922320	\$ 5.85
#REF!	PLUMB SUPPLY COMPANY	Plumbing Supplies for Olmsted Bathrooms/	\$ 2,246.36
#REF!	PLUMB SUPPLY COMPANY	Plumbing Supplies Olmsted/3905799	\$ 673.78
#REF!	PLUMB SUPPLY COMPANY	Toilet Carrier/3910080	\$ 261.00
#REF!	STAR EQUIPMENT-	Quickie Saw Rental ANd Blade Use/619153	\$ 271.20
#REF!	URBANDALE, CITY OF	SERVICES	\$ 50.00
#REF!	<b>33 - SALES TAX FUND</b>	<b>** Fund Total **</b>	<b>\$ 300,560.07</b>
	<b>36 - PHY PLANT &amp; EQ LEVY</b>		
	URBANDALE COMMUNITY SCHOOLS	Transfer rent Expenses	\$ 150,976.13
	<b>36 - PHY PLANT &amp; EQ LEVY</b>	<b>** Fund Total **</b>	<b>\$ 150,976.13</b>
#REF!			
#REF!	<b>61 - SCHOOL NUTRITION</b>		
#REF!	ALLAN, AMY	REFUND	\$ 20.60
#REF!	ANDERSON ERICKSON DAIRY	Dairy	\$ 12,117.86
#REF!	BMO MASTERCARD	AMAZON-DESK MOUNT ARM	\$ 127.99
#REF!	BMO MASTERCARD	IRL PARKING-CONFERENCE CORALVILLE	\$ 17.00
#REF!	BMO MASTERCARD	KUM & GO-FUEL SCHOOL VAN-CORALVILLE	\$ 19.25
#REF!	BMO MASTERCARD	KUM & GO-FUEL SCHOOL VAN-DAILY USE	\$ 35.00
#REF!	BMO MASTERCARD	MARRIOTT-HOTEL-STATE CONFERENCE	\$ 257.00
#REF!	BMO MASTERCARD	PRICE CHOPPER-CATERING FOODS	\$ 49.74
#REF!	CONKLIN, CATHY	MILEAGE	\$ 128.52
#REF!	COOK, LYNETTE	REFUND	\$ 19.80
#REF!	EKWENA, ALISON	REFUND	\$ 76.60
#REF!	HEINRICH, DONALD & GERRI	REFUND	\$ 274.55
#REF!	HEMPHILL, CAROL	REFUND	\$ 61.10
#REF!	KOHL, PAULA-	REFUND	\$ 14.70
#REF!	MCBROOM, SUSAN	REFUND	\$ 20.00
#REF!	NEWBERG, JOHN-	REFUND	\$ 23.80
#REF!	PLANK, SHAWN	REFUND	\$ 10.50
#REF!	SALYER, CINDY	REFUND	\$ 11.50
#REF!	SODERBERG, JOLYNN	REFUND	\$ 4.45
#REF!	STIPEND VENDOR	REFUND-AMY JUNCK WALLENDAL	\$ 33.40
#REF!	STIPEND VENDOR	REFUND-ANITA YOUNG	\$ 19.45
#REF!	STIPEND VENDOR	REFUND-ANN DOUGHERTY	\$ 11.70
#REF!	STIPEND VENDOR	REFUND-ANNE WALSH	\$ 6.50
#REF!	STIPEND VENDOR	REFUND-APRIL SHEPPARD	\$ 178.50
#REF!	STIPEND VENDOR	REFUND-BARBARA JEGLUM	\$ 12.55
#REF!	STIPEND VENDOR	REFUND-BARBARA STRIPE	\$ 3.60
#REF!	STIPEND VENDOR	REFUND-BARB ROBERTS	\$ 15.75
#REF!	STIPEND VENDOR	REFUND-BRENDA ELDRIDGE	\$ 6.20
#REF!	STIPEND VENDOR	REFUND-CARRIE CUMMINGS	\$ 21.05
#REF!	STIPEND VENDOR	REFUND-CHERI KEUCK	\$ 2.20
#REF!	STIPEND VENDOR	REFUND-CHRISTY ANDERSON	\$ 53.25

#REF!	STIPEND VENDOR	REFUND-DAVID BROWN	\$ 25.75
#REF!	STIPEND VENDOR	REFUND-DEON SCHMIDT	\$ 58.55
#REF!	STIPEND VENDOR	REFUND-JAMES BIRKETT	\$ 12.50
#REF!	STIPEND VENDOR	REFUND-JENNIFER MOCKUS	\$ 12.60
#REF!	STIPEND VENDOR	REFUND-JENNIFER SCHWARTZ	\$ 32.00
#REF!	STIPEND VENDOR	REFUND-JENNIFER TROW	\$ 23.60
#REF!	STIPEND VENDOR	REFUND-JESUS SERRANO	\$ 17.60
#REF!	STIPEND VENDOR	REFUND-JOAN HABEL	\$ 21.25
#REF!	STIPEND VENDOR	REFUND-JOANNA KARNIS	\$ 16.95
#REF!	STIPEND VENDOR	REFUND-JULIE REYNOLDS	\$ 16.00
#REF!	STIPEND VENDOR	REFUND-KAREN SPAULDING	\$ 118.80
#REF!	STIPEND VENDOR	REFUND-KIM NICOLA	\$ 14.60
#REF!	STIPEND VENDOR	REFUND-KRIS STROEBELE	\$ 70.35
#REF!	STIPEND VENDOR	REFUND-LINDSEY ANDERSON	\$ 19.60
#REF!	STIPEND VENDOR	REFUND-MARIA CLAPHAM	\$ 31.50
#REF!	STIPEND VENDOR	REFUND-MARRON COX	\$ 24.20
#REF!	STIPEND VENDOR	REFUND-MARY HARLAN	\$ 15.50
#REF!	STIPEND VENDOR	REFUND-MEDIHA HADZIC	\$ 26.85
#REF!	STIPEND VENDOR	REFUND-MELANIE OWENS	\$ 14.00
#REF!	STIPEND VENDOR	REFUND-PAULA THOMPSON	\$ 5.15
#REF!	STIPEND VENDOR	REFUND-POLLY CARVER KIMM	\$ 25.75
#REF!	STIPEND VENDOR	REFUND-ROD RHINER	\$ 29.50
#REF!	STIPEND VENDOR	REFUND-SEAD KORKMAN	\$ 1.75
#REF!	STIPEND VENDOR	REFUND-SHANNON HALLER	\$ 16.80
#REF!	STIPEND VENDOR	REFUND-SHERRY VELASCO	\$ 22.90
#REF!	STIPEND VENDOR	REFUND-TIMOTHY BILLERBECK	\$ 28.65
#REF!	STIPEND VENDOR	REFUND-TINA SMITH	\$ 17.05
#REF!	STIPEND VENDOR	REFUND-TOM ROSS	\$ 58.50
#REF!	STIPEND VENDOR	REFUND-TRACI RILEY	\$ 17.05
#REF!	STIPEND VENDOR	REFUND-VICKI AGAN	\$ 36.05
#REF!	WILLIAMS, PATRICIA	REFUND	\$ 7.95
#REF!	<b>61 - SCHOOL NUTRITION</b>	<b>** Fund Total **</b>	<b>\$ 14,493.41</b>
#REF!			
#REF!	<b>62 - CHILD CARE</b>		
#REF!	BMO MASTERCARD	AIRLANES-FIELD TRIP	\$ 336.00
#REF!	BMO MASTERCARD	AIRLINES-FIELD TRIP	\$ 168.00
#REF!	BMO MASTERCARD	AMAZON-SUMMER SUPPLIES	\$ 1,767.23
#REF!	BMO MASTERCARD	BLANK PARK ZOO-FIELD TRIP	\$ 704.00
#REF!	BMO MASTERCARD	BLANK PARK ZOO-FIELD TRIP	\$ 129.00
#REF!	BMO MASTERCARD	COURAGE LEAGUE SPORT-FIELD TRIP	\$ 395.00
#REF!	BMO MASTERCARD	DISCOUNT SCHOOL-SUMMER SUPPLIES	\$ 696.35
#REF!	BMO MASTERCARD	DM PARKS/REC-SWIMMING	\$ 1,650.00
#REF!	BMO MASTERCARD	DOLLAR TREE-SUMMER SUPPLIES	\$ 44.52
#REF!	BMO MASTERCARD	GAME TRUCK-FIELD TRIP	\$ 400.00
#REF!	BMO MASTERCARD	MENARDS-SUMMER SUPPLIES	\$ 25.01
#REF!	BMO MASTERCARD	ORIENTAL TRADERS-SUMMER SUPPLIES	\$ 69.93
#REF!	BMO MASTERCARD	PLAYGROUND FOR KIDS-FIELD TRIP	\$ 486.00
#REF!	BMO MASTERCARD	WALGREENS-SUMMER SUPPLIES	\$ 80.96
#REF!	BMO MASTERCARD	WALMART-SUMMER SUPPLIES	\$ 211.32
#REF!	BMO MASTERCARD	WALMART-SUPPLIES	\$ 171.22
#REF!	DURHAM SCHOOL SERVICES-	SERVICES	\$ 159.31
#REF!	GRAPHIC EDGE, THE	Summer t-shirts for students and staff	\$ 2,427.07
#REF!	HEARTLAND AEA 11	SERVICES/SUPPLIES	\$ 17.25
#REF!	OFFICE DEPOT-(USE FOR ALL)	Supplies	\$ 145.76
#REF!	SAM'S CLUB	Supplies and Snacks	\$ 1,111.63

#REF!	VANSCOY, PATRICIA	Reimbursement for Sam's Snack and Suppli	\$ 845.67
#REF!	<b>62 - CHILD CARE</b>	<b>** Fund Total **</b>	<b>\$ 12,041.23</b>
#REF!			
#REF!	<b>65 - COMMUNITY EDUCATION</b>		
#REF!	BMO MASTERCARD	CASEYS-BB CAMP WORKERS PIZZA	\$ 287.76
#REF!	BMO MASTERCARD	KRISAR ENTERPRISES-COMM THEATER COSTUMES	\$ 299.25
#REF!	BMO MASTERCARD	MARATHON PRINTING-FB CAMP HIP NUMBERS	\$ 43.01
#REF!	BOB'S CUSTOM TROPHIES	Awards for BBB Camp	\$ 288.00
#REF!	BOORD, JUSTIN-	Basketball Camp Work	\$ 135.00
#REF!	COLBY, JOHN-	Basketball Camp Work	\$ 135.00
#REF!	DAY, STEPHEN-	Band Lessons	\$ 384.00
#REF!	DOORWAY TO COLLEGE FOUNDATION INC-	ACT Seminar	\$ 1,308.83
#REF!	DURHAM SCHOOL SERVICES-	SERVICES	\$ 124.46
#REF!	EGGER, BRODY-	Basketball Camp Work	\$ 162.00
#REF!	FORDYCE, SHANDA-	Band Lessons	\$ 144.00
#REF!	GARWOOD, GRANT-	Basketball Camp Work	\$ 135.00
#REF!	GRAPHIC EDGE, THE	Camp Shirt Order 991197	\$ 384.23
#REF!	GRAPHIC EDGE, THE	Invoice 1002212 - SCS T-Shirts	\$ 471.63
#REF!	GRAPHIC EDGE, THE	Invoice 1002229 - SCS Shirts	\$ 453.00
#REF!	GRAPHIC EDGE, THE	Invoice 1003020- SCS Shirts	\$ 87.07
#REF!	GRAPHIC EDGE, THE	Invoice 987224 SCS T-Shirts	\$ 391.54
#REF!	GRAPHIC EDGE, THE	Invoice 993244 - SCS T-Shirts	\$ 202.71
#REF!	GRAPHIC EDGE, THE	SCS Shirts - 986147	\$ 225.72
#REF!	GRAPHIC EDGE, THE	SCS Shirts - Order 1004054	\$ 749.38
#REF!	GRAPHIC EDGE, THE	SCS Shirts - Order 979319	\$ 395.64
#REF!	GRAPHIC EDGE, THE	Summer Camp Series - Order 986146	\$ 229.57
#REF!	IPSEN, GAVIN-	Basketball Camp Work	\$ 135.00
#REF!	KNIPE, MARCUS-	Camp / Open Gym Supervision	\$ 120.00
#REF!	KNOXVILLE HS THEATRE DEPT	UCT Rental Costumes	\$ 275.00
#REF!	KRAVA, SCOTT	Mileage - January - June	\$ 210.25
#REF!	KRUMM, DANIEL-	Band Lessons	\$ 168.00
#REF!	MENARDS	UCT Purchase for Musical Prep	\$ 865.84
#REF!	OSWALD, JOEL-	Summer Shootout Officials Payment	\$ 1,600.00
#REF!	PAPILLION LA VISTA HIGH SCHOOL	Costume Rental - UCT - Invoice 000002	\$ 200.00
#REF!	THOMSON, JACQUELINE GWEN-	Vocal Lessons	\$ 644.00
#REF!	WALTER, MASON-	Basketball Camp Work	\$ 153.00
#REF!	WALTER, MASON-	Team Camp Work	\$ 157.50
#REF!	WASHINGTON, BRAYDEN-	Basketball Camp Work	\$ 135.00
#REF!	WITKE, JARED-	Basketball Camp Work	\$ 135.00
#REF!	WITT, JEANNE-	Band Lesson	\$ 72.00
#REF!	<b>65 - COMMUNITY EDUCATION</b>	<b>** Fund Total **</b>	<b>\$ 11,907.39</b>
#REF!			
#REF!	<b>71 - SELF-INSURANCE FUND</b>		
#REF!	MARK J. BECKER & ASSOCIATES, LLC-	SERVICES	\$ 1,517.00
#REF!	<b>71 - SELF-INSURANCE FUND</b>	<b>** Fund Total **</b>	<b>\$ 1,517.00</b>
#REF!			
#REF!	<b>91 - AGENCY</b>		
#REF!	ARROW STAGE LINES-	Charter Bus Omaha Zoo	\$ 300.00
#REF!	AWARDS PROGRAM SERVICES, INC.	11 Trophies for Running Club	\$ 91.30
#REF!	AWARDS PROGRAM SERVICES, INC.	Rolling Green Recognition Plaques: Invoi	\$ 262.44
#REF!	BENCHMARK EDUCATION	Phonics Skill Bags SU/BU/SPU	\$ 4,000.00
#REF!	BLANK PARK ZOO	Admission for Kingergarten - \$3 per chil	\$ 94.50
#REF!	BLANK PARK ZOO	Rolling Green 2nd Grade visit to Zoo	\$ 165.00
#REF!	BMO MASTERCARD	AMAZON-ZWICK-BOOK	\$ 56.42
#REF!	BMO MASTERCARD	AMAZON-ZWICK-GAMES	\$ 104.95



#REF!	BMO MASTERCARD	EL RODEO-LEADERSHIP TEAM LUNCH	\$ 99.69
#REF!	BMO MASTERCARD	JOANN FABRICS-DISPLAYS MATERIAL	\$ 158.68
#REF!	BMO MASTERCARD	MENARDS-GARDEN SUPPLIES	\$ 118.54
#REF!	BMO MASTERCARD	MILLS FLEET FARM-GARDEN SUPPLIES	\$ 128.43
#REF!	BMO MASTERCARD	NOODLE ZOO-LEADERSHIP TEAM LUNCH	\$ 69.85
#REF!	BMO MASTERCARD	STAM GREENHOUSE-GARDEN SUPPLIES	\$ 62.33
#REF!	BMO MASTERCARD	WALMART-GARDEN SUPPLIES	\$ 69.03
#REF!	CHISTON, LAURA BETH	Staples - Color printers for ELL lessons	\$ 230.21
#REF!	CHISTON, LAURA BETH	Staples - Various Classroom Supplies	\$ 18.58
#REF!	COMPETITIVE EDGE ADVERTISING	VB 0058 Drawstring backpack - red	\$ 399.50
#REF!	DRESCHER, AMANDA (PREV ROSAUER)	End of the Year Celebration - Kindergart	\$ 43.82
#REF!	DURHAM SCHOOL SERVICES-	2nd Grade Bus Estimate Field trip - May	\$ 166.77
#REF!	DURHAM SCHOOL SERVICES-	5th Grade Field Trip Bus Estimate 5/11/1	\$ 204.77
#REF!	DURHAM SCHOOL SERVICES-	Bus Estimate for Kindergarten field trip	\$ 268.68
#REF!	DURHAM SCHOOL SERVICES-	Bus for Henry Doorly Zoo	\$ 687.02
#REF!	DURHAM SCHOOL SERVICES-	Busing for 2nd Grade Living History Farm	\$ 171.75
#REF!	DURHAM SCHOOL SERVICES-	Rolling Green 2nd Grade visit to Blank P	\$ 119.48
#REF!	DURHAM SCHOOL SERVICES-	SERVICES	\$ 619.81
#REF!	DURHAM SCHOOL SERVICES-	SERVICES	\$ 84.63
#REF!	FOLLETT SCHOOL SOLUTIONS-	ADD'L SUPPLIES	\$ 26.49
#REF!	HOCKENBERRY(GRAGE), MARGARET	End of the Year Celebration - Ice Cream	\$ 44.31
#REF!	HODGES BADGE CO	Running Club Badges	\$ 43.75
#REF!	HVVEE FOOD STORE-URBANDALE	breakfast for teacher appreciation week	\$ 105.94
#REF!	HVVEE FOOD STORE-URBANDALE	end of year treats	\$ 136.96
#REF!	HVVEE FOOD STORE-URBANDALE	Staff Appreciation dinner May 13, 2016	\$ 82.92
#REF!	JUNIOR LIBRARY GUILD	A Level - Intermediate Readers	\$ 189.60
#REF!	JUNIOR LIBRARY GUILD	BE Level - Biography Elementary	\$ 204.60
#REF!	JUNIOR LIBRARY GUILD	E Level - Easy Reading	\$ 177.60
#REF!	JUNIOR LIBRARY GUILD	FE Level - Fantasy/Science Fiction Eleme	\$ 177.60
#REF!	JUNIOR LIBRARY GUILD	GE Level - Graphic Novels Elementary	\$ 204.60
#REF!	JUNIOR LIBRARY GUILD	I Level - Independent Readers	\$ 177.60
#REF!	JUNIOR LIBRARY GUILD	ME Level - Mystery & Adventure Elementar	\$ 177.60
#REF!	JUNIOR LIBRARY GUILD	NEK Level - Nonfiction Early Elementary	\$ 204.60
#REF!	JUNIOR LIBRARY GUILD	NE Level - Nonfiction Elementary	\$ 204.60
#REF!	JUNIOR LIBRARY GUILD	P Level - Primary	\$ 189.60
#REF!	JUNIOR LIBRARY GUILD	SCE Level - Science Elementary	\$ 204.60
#REF!	JUNIOR LIBRARY GUILD	School Library Journal	\$ 54.00
#REF!	JUNIOR LIBRARY GUILD	SE Level - Sports Elementary	\$ 189.60
#REF!	KADOUN, DEBORAH	End of the Year Celebration	\$ 26.50
#REF!	KADOUN, DEBORAH	Teacher Allotment - Read Aloud Books	\$ 100.00
#REF!	KIDS IN HARMONY-	Invoice 0001253 ESL music therapy	\$ 80.00
#REF!	LAKESHORE LEARNING MATERIALS	Math Materials - Teachers Kim Haller & C	\$ 241.43
#REF!	LARSON, DUSTIN	Amazon - Blue tooth speaker	\$ 195.99
#REF!	LINES, LEANNE	Various Stores	\$ 515.32
#REF!	MAERTENS, ZACH	End of the Year Party - 5th Grade	\$ 19.98
#REF!	MERLE HAY LANES	Invoice # 16061401	\$ 1,020.00
#REF!	MUSHRO, ERIN	Pizza - End of the Year Celebration - 3r	\$ 53.00
#REF!	MUSHRO, ERIN	Teacher Allotment - 3rd Grade Class Room	\$ 97.59
#REF!	NEARY, DANIELLE	Learning Post	\$ 183.03
#REF!	ORIGINAL WORKS YOURS, INC.	Rolling Green Elementary Original Works	\$ 1,550.25
#REF!	PALMER'S DELI	lunches for interview team	\$ 72.89
#REF!	PERMA BOUND BOOKS	15 copies of Fever, 1793 (#98887)	\$ 217.05
#REF!	PERMA BOUND BOOKS	2 copies of Teachers Guide Fever 1793 (#	\$ 13.90
#REF!	PETERSON, RYAN	Amazon.com LLC purchases for Rolling Gre	\$ 198.86
#REF!	PIONEER GARDENS-	Rolling Green School Plant Sale	\$ 2,186.00

#REF!	QUALITY RESOURCE GROUP	Running Club - Dog Tags	\$ 145.36
#REF!	RASMUSSEN, MICHELLE	End of the Year Party Supplies - 1st Gra	\$ 50.00
#REF!	ROSE BRAND WEST	Adjustable horizontal drape supports for	\$ 169.30
#REF!	SCHOOL SPECIALTY INC	2 Flipside Student Felt Eraser Set of 12	\$ 25.46
#REF!	SCHOOL SPECIALTY INC	8 School Smart Markers #1254253	\$ 71.20
#REF!	SNAPP, JENNIFER	Etsy-Busy Little Bug - Chair pockets for	\$ 184.85
#REF!	US-GAMES-	Rubber Bass Set	\$ 52.99
#REF!	US-GAMES-	Rubber Chicken Set	\$ 49.99
#REF!	US-GAMES-	Shipping & Handling @ 17%	\$ 44.36
#REF!	US-GAMES-	Voit Softi Tuff Balls 6 1/4" prism pack	\$ 157.96
#REF!	VASQUEZ-DEWEIN, TIFFANY	Etsy - Student Chair Covers	\$ 184.85
#REF!	WELLS FARGO	AUDITOR'S CORRECTION	\$ (37.24)
#REF!	WELLS FARGO	Replenish Imprest checking	\$ 2,700.22
#REF!	WELLS FARGO	Replenish Imprest Checking	\$ 2,318.28
#REF!	WELLS FARGO	Replenish Imprest Checking for Olmsted P	\$ 2,099.14
#REF!	WELLS FARGO	Replenish KAPTO Checking Account	\$ 2,936.40
#REF!	WINDSTAR LINES-	Charter ID 43153 Movement ID 63167 Bus f	\$ 889.00
#REF!	WOOD, KELSEY	End of the Year Party Supplies - 4th Gra	\$ 22.40
#REF!	<b>91 - AGENCY</b>	<b>** Fund Total **</b>	<b>\$ 30,429.06</b>
#REF!			
#REF!			
#REF!	<b>10 - GENERAL</b>		
#REF!	AHLERS & COONEY, P.C.-	SERVICES	\$ 260.00
#REF!	AHLERS & COONEY, P.C.-	SERVICES	\$ 1,639.00
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 17.45
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 11.55
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 42.07
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 89.66
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 1,048.50
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 1,065.20
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 121.96
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 1,155.03
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 1,034.17
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 371.92
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 65.00
#REF!	BURTON, ANDREW	MILEAGE	\$ 112.97
#REF!	COMMUNICATION INNOVATORS INC	Setup Auto-Attendant for Olmsted Element	\$ 297.50
#REF!	CORSAUT, DANIELLE	MILEAGE	\$ 10.04
#REF!	DIAMOND OIL COMPANY	SERVICES	\$ 190.76
#REF!	GAGGLE.NET, INC	Archiving Data Export (Gaggle to Vault)	\$ 4,000.00
#REF!	IMAGING TECHNOLOGIES	Canon Wide Format Printer	\$ 3,495.00
#REF!	IMAGING TECHNOLOGIES	CREDIT	\$ (43.70)
#REF!	IMAGING TECHNOLOGIES	SERVICES	\$ 32.15
#REF!	IMAGING TECHNOLOGIES	SERVICES	\$ 90.03
#REF!	IOWA DEPT. OF HUMAN SERVICES	SERVICES	\$ 66,451.21
#REF!	KOWALSKY, BRANDON	MILEAGE	\$ 59.73
#REF!	SPIDLE, MARK	MILEAGE	\$ 75.49
#REF!	SPRINGBROOK CONSERVATION CENTER	Facility Use for 5th grade	\$ 285.00
#REF!	URBANDALE WATER UTILITY	WATER/SEWER	\$ 373.10
#REF!	URBANDALE WATER UTILITY	WATER/SEWER	\$ 708.20
#REF!	URBANDALE WATER UTILITY	WATER/SEWER	\$ 442.40
#REF!	URBANDALE WATER UTILITY	WATER/SEWER	\$ 281.69
#REF!	URBANDALE WATER UTILITY	WATER/SEWER	\$ 785.70
#REF!	URBANDALE WATER UTILITY	WATER/SEWER	\$ 4,386.40
#REF!	VAN METER INDUSTRIAL	Light damaged by Vandalism-Phil Stoncost	\$ 317.03
#REF!	WOODMAN INC-	Service Call PM98BA	\$ 195.50
#REF!	ZWICK, HEIDI	MILEAGE	\$ 17.17

#REF!	<b>10 - GENERAL</b>	<b>** Fund Total **</b>	<b>\$ 89,484.88</b>
#REF!			
#REF!	<b>21 - STUDENT ACTIVITY</b>		
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 88.47
#REF!	DOUGHERTY, GERALD (JERRY)-	OFFICIAL - 9TH SOFTBALL DH 6.27.16	\$ 71.00
#REF!	HAMMEN, JOSEPH-	ACTIVITIES ANNOUNCER FOR JUNE PER PAY SH	\$ 400.00
#REF!	INDIANOLA COMM SCHOOLS-ATHLETICS	ENTRY FEE - VAR SOFTBALL TOURNAMENT 6.25	\$ 75.00
#REF!	OFFICE DEPOT-(USE FOR ALL)	IN STORE PURCHASE (TRN 6620) 6X9 ENVELOP	\$ 10.00
#REF!	RIEMAN MUSIC INC	Bundy bass clarinet, SN 39730, GPC	\$ 166.00
#REF!	RIEMAN MUSIC INC	Cannonball bari sax, SN 145908, GPC, top	\$ 355.00
#REF!	RIEMAN MUSIC INC	Cannonball bari sax, SN 157475, GPC	\$ 160.00
#REF!	RIEMAN MUSIC INC	Cannonball bari sax, SN 166503, GPC, oct	\$ 170.00
#REF!	RIEMAN MUSIC INC	Lescher bassoon, SN 949, GPC	\$ 125.00
#REF!	RIEMAN MUSIC INC	Selmer bari sax, SN 1284513, GPC	\$ 80.00
#REF!	RIEMAN MUSIC INC	Yamaha bari sax, SN 13414, GPC	\$ 135.00
#REF!	RIEMAN MUSIC INC	Yamaha bass clarinet, SN 22962, repair s	\$ 82.00
#REF!	RIEMAN MUSIC INC	Yamaha French horn, SN 24178, roll bell	\$ 33.00
#REF!	RIEMAN MUSIC INC	Yamaha Marching Euphonium - YEP 202M	\$ 4,450.00
#REF!	RIEMAN MUSIC INC	Yamaha tenor sax, SN 55736A, GPC	\$ 150.00
#REF!	RIEMAN MUSIC INC	Yamaha tenor sax, SN C31385, repair neck	\$ 22.00
#REF!	SAYDEL HIGH SCHOOL	ENTRY FEE - VAR BASEBALL TOURNAMENT 6.24	\$ 90.00
#REF!	<b>21 - STUDENT ACTIVITY</b>	<b>** Fund Total **</b>	<b>\$ 6,662.47</b>
#REF!			
#REF!	<b>33 - SALES TAX FUND</b>		
#REF!	WOODMAN INC-	Controls Upgrade at UHS/7/9/2015	\$ 21,290.00
#REF!	<b>33 - SALES TAX FUND</b>	<b>** Fund Total **</b>	<b>\$ 21,290.00</b>
#REF!			
#REF!	<b>36 - PHY PLANT &amp; EQ LEVY</b>		
#REF!	MARATHON ENGINEERING CORP	T/O Room Padding	\$ 17,981.00
#REF!	<b>36 - PHY PLANT &amp; EQ LEVY</b>	<b>** Fund Total **</b>	<b>\$ 17,981.00</b>
#REF!			
#REF!	<b>61 - SCHOOL NUTRITION</b>		
#REF!			
#REF!	ANDERSON ERICKSON DAIRY	Dairy for month of June	\$ 387.42
#REF!	LANGFORD, VICKIE	Reimbursement for lemons for senior cen	\$ 4.00
#REF!	LOFFREDO FRESH PRODUCE CO.	Produce: Credit Memo #6012811, a request	\$ 136.67
#REF!	MARTIN BROTHERS DISTRIBUTING	Food Invoice #s6224886, 6231594, 623554	\$ 2,828.13
#REF!	MARTIN BROTHERS DISTRIBUTING	paper supplies partial invoice #6218604	\$ 48.24
#REF!	ROTELLA'S ITALIAN BAKERY	Bread Invoice #s J02740, J08333, J19465	\$ 61.60
#REF!	<b>61 - SCHOOL NUTRITION</b>	<b>** Fund Total **</b>	<b>\$ 3,466.06</b>
#REF!			
#REF!	<b>62 - CHILD CARE</b>		
#REF!	ALLEGRA (WAS THE PRINTING STATION)	SERVICES	\$ 233.34
#REF!	ANDERSON ERICKSON DAIRY	Invoice 5/2/16-5/19/16	\$ 316.78
#REF!	ELECTRONIC ENGINEERING CO	2 New Walkies and Repairs	\$ 834.45
#REF!	HYVEE FOOD STORE-URBANDALE	Snacks	\$ 17.94
#REF!	<b>62 - CHILD CARE</b>	<b>** Fund Total **</b>	<b>\$ 1,402.51</b>
#REF!			
#REF!	<b>65 - COMMUNITY EDUCATION</b>		
#REF!			
#REF!	DRAKE, HENRY JR-	Basketball Camp Work	\$ 84.38
#REF!	MENARDS	UCT Materials Purchase	\$ 362.48
#REF!	OFFICE DEPOT-(USE FOR ALL)	Store Card - Printing Materials for UCE	\$ 18.32
#REF!	<b>65 - COMMUNITY EDUCATION</b>	<b>** Fund Total **</b>	<b>\$ 465.18</b>
#REF!			
#REF!	<b>91 - AGENCY</b>		
#REF!	WELLS FARGO	Replenish Imprest checking	\$ 1,537.15

#REF!	91 - AGENCY	** Fund Total **	\$ 1,537.15
#REF!			
#REF!			
#REF!		** District Total **	\$ 1,375,216.28
#REF!			

**Board Meeting Agenda  
July 11, 2016  
Special Report # 18b**

1	<b>10 - GENERAL</b>		
2	FORECAST5-	SERVICES	7,000.00
3	FORSELLES II PARTNERS-	LEASE-JULY '16-METRO WEST	6,692.00
4	FRONTLINE PLACEMENT TECHNOLOGIES-	Pay Invoice INVUS50278 VeriTime Annual S	9,800.00
5	FRONTLINE PLACEMENT TECHNOLOGIES-	Pay Invoice INVUS53973 AESOP Services 2	14,538.80
6	INFOSNAP LLC-	Registration in Service Annual Subscript	16,170.00
7	INFOSNAP LLC-	Registration in Spanish Annual fee	1,000.00
8	IOWA ASSOCIATION-SCHOOL BOARDS-	MEMBERSHIP DUES	11,514.00
9	IOWA ASSOCIATION-SCHOOL BOARDS-	Policy Primer Subscription 2016-17	200.00
10	IOWA QUALITY CENTER, INC.-	Examiner Registration - Denise Wood	275.00
11	IOWA QUALITY CENTER, INC.-	Examiner Registration - Jason Volmer	275.00
12	IOWA QUALITY CENTER, INC.-	Examiner Registration - Keri Schlueter	475.00
13	IOWA QUALITY CENTER, INC.-	Examiner Registration - Lance McConnell	475.00
14	IOWA QUALITY CENTER, INC.-	Examiner Registration - Mark Lane`	275.00
15	IOWA QUALITY CENTER, INC.-	Examiner Registration - Meredith Mauro	275.00
16	IOWA QUALITY CENTER, INC.-	Examiner Registration - Steve Bass	475.00
17	IOWA QUALITY CENTER, INC.-	Examiner Registration - Steve Mefford	475.00
18	IOWA QUALITY CENTER, INC.-	IREP Application	2,500.00
19	IOWA QUALITY CENTER, INC.-	Membership Renewal	450.00
20	ISFIS, INC	2016-2017 Subscription Fee	2,945.00
21	LRP PUBLICATIONS-	renewal notice	308.50
22	MEDIACOM	SERVICES	1,300.00
23	PAPER FREE TECHNOLOGY, INC	SERVICES	783.00
24	R & R REALTY GROUP	LEASE A/O-JULY '16	5,864.08
25	RSCHOOL TODAY (DWC)-	SERVICES	800.00
26	RSCHOOL TODAY (DWC)-	SERVICES	800.00
27	SAI (SCHOOL ADMINISTRATORS OF IOWA)	AASA Renewal	450.00
28	SAI (SCHOOL ADMINISTRATORS OF IOWA)	Executive Leaders Fee	50.00
29	SAI (SCHOOL ADMINISTRATORS OF IOWA)	New Administrators Institute - Brad Paul	105.00
30	SAI (SCHOOL ADMINISTRATORS OF IOWA)	New Administrators Institute - Erin Shea	105.00
31	SAI (SCHOOL ADMINISTRATORS OF IOWA)	Registration for Annual SAI Conference -	175.00
32	SAI (SCHOOL ADMINISTRATORS OF IOWA)	SAI Membership Renewal	524.00
33	SAI (SCHOOL ADMINISTRATORS OF IOWA)	SAI Membership Renewal for K Schlueter &	1,048.00
34	WASTE MANAGEMENT OF IOWA	SERVICES	4,326.56
35	<b>10 - GENERAL</b>	<b>** Fund Total **</b>	<b>92,448.94</b>
36			
37	<b>21 - STUDENT ACTIVITY</b>		
38	IMPACT APPLICATIONS INC-	ImPACT Concussion Testing for 2016-2017	800.00
39	IOWA BANDMASTERS ASSOCIATION	2016-2017 dues to IBA for Daphne Monson	65.00
40	IOWA BANDMASTERS ASSOCIATION	2016-2017 dues to IBA for Nancy Schultz	65.00
41	IOWA HS MUSIC ASSOCIATION	2016-2017 Membership	25.00
42	SYNERGY DANCE LLC-	Choreography Camp	2,812.00
43	<b>21 - STUDENT ACTIVITY</b>	<b>** Fund Total **</b>	<b>3,767.00</b>
44			
45	<b>62 - CHILD CARE</b>		
46	ADEL, CITY OF	Swimming Aug.3 and 10, 2016	420.00
47	PAUL, DEBORAH RUTH-	Debbie Doo Wop Presentations July 11, 10	300.00
48	<b>62 - CHILD CARE</b>	<b>** Fund Total **</b>	<b>720.00</b>
49			

50		<b>** District Total **</b>	<b>96,935.94</b>
51			

**Application and Certificate for Payment**

<b>TO OWNER:</b> Urbandale CSD 11152 Aurora Avenue Urbandale, Iowa 50322	<b>PROJECT:</b> Urbandale High School Track Resurfacing Urbandale High School 7111 Aurora Avenue Urbandale, Iowa 50322	<b>APPLICATION NO:</b> 001 <b>PERIOD TO:</b> July 05, 2016	<b>Distribution to:</b> OWNER: ARCHITECT: X CONTRACTOR: FIELD: OTHER:
<b>FROM</b> Midwest Tennis & Track Co. <b>CONTRACTOR:</b> 22 S Main St, PO Box 161 Denison, Iowa 51442-0161	<b>VIA</b> <b>ARCHITECT:</b> DLR Group, Inc. 1430 Locust Street, Suite 200 Des Moines, Iowa 50309	<b>CONTRACT FOR:</b> General Construction <b>CONTRACT DATE:</b> April 25, 2016 <b>PROJECT NOS:</b> 11-16102-00 / . / .	

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM .....	\$	139,992.00
2. NET CHANGE BY CHANGE ORDERS .....	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	\$	139,992.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) .....	\$	139,992.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	6,999.60
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703) .....	\$	6,999.60
6. TOTAL EARNED LESS RETAINAGE .....	\$	132,992.40
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$	0.00
(Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE .....	\$	132,992.40
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	6,999.60

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:**  
 By: Nichole Winey Date: July 05, 2016  
 State of: Iowa

County of: Crawford  
 Subscribed and sworn to before  
 me this 05 day of July, 2016

Notary Public: Nichole Winey  
 My Commission expires: July 10, 2018



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 132,992.40  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:**  
 By: [Signature] Date: 7/7/16

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.





# AIA<sup>®</sup> Document G703<sup>™</sup> – 1992

## Continuation Sheet

AIA Document, G702<sup>™</sup>-1992, Application and Certification for Payment, or G736<sup>™</sup>-2009, Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

In tabulations below, amounts are in US dollars.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 001

APPLICATION DATE: 07/05/2016

PERIOD TO: 07/05/2016

ARCHITECT'S PROJECT NO: 11-16102-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
2K	Athletic Paving, Surfacing:					0.00	0.00 %	0.00	
2K-01	Removal; disposal; cleaning	14,000.00	0.00	14,000.00	0.00	14,000.00	100.00 %	0.00	700.00
2K-02	Labor; motel; per diem	28,092.00	0.00	28,092.00	0.00	28,092.00	100.00 %	0.00	1,404.60
2K-03	Materials: black base mat	90,400.00	0.00	90,400.00	0.00	90,400.00	100.00 %	0.00	4,520.00
2K-04	Paint lane lines & event markings	7,500.00	0.00	7,500.00	0.00	7,500.00	100.00 %	0.00	375.00
	<b>GRAND TOTAL</b>	<b>\$139,992.00</b>	<b>\$0.00</b>	<b>\$139,992.00</b>	<b>\$0.00</b>	<b>\$139,992.00</b>	<b>100.00 %</b>	<b>\$0.00</b>	<b>\$6,999.60</b>



JUL 05 2016

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: PROJECT: Karen Acres Elementary APPLICATION NO: Nine (9) Distribution to:
Urbandale Community School District School Addition & Renovation APPLICATION DATE: 24-Jun-16
11152 Aurora Avenue 3500 74th Street
Urbandale, IA 50322 Urbandale, IA 50322 PERIOD TO: 30-Jun-16
FROM CONTRACTOR: VIA ARCHITECT: Larson & Larson Construction, LLC DLR Group
10703 Justin Drive 1430 Locust Street, Ste 200 PROJECT NOS: 11-15106-00
Des Moines, IA 50322 Des Moines, IA 50309 L&L PROJECT: 15.012
CONTRACT FOR: General Construction CONTRACT DATE: 1-Sep-15

Table with 2 columns: Box, Role. Rows: [ ] OWNER, [3] ARCHITECT, [1] CONTRACTOR, [ ] , [ ]

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$ 4,147,420.00
2. Net change by Change Orders \$ 28,180.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 4,175,600.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 3,182,747.70
5. RETAINAGE:
a. 5 % of Completed Work \$ 146,896.69
b. 5 % of Stored Material \$ 212,240.70
Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 159,137.39
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 2,983,429.11
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 2,491,862.21
8. CURRENT PAYMENT DUE \$ 531,748.11
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 1,151,989.69

CONTRACTOR:
By: [Signature] Date: 24-Jun-16
State of: Iowa County of: Polk
Subscribed and sworn to before me this 24-Jun-16
Notary Public: [Signature]
JEAN A. HODGES Commission Number 185946 My Commission Expires 8/7/17

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 491,506.90
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT: [Signature]
By: [Signature] Date: 7/7/16

Table with 3 columns: CHANGE ORDER SUMMARY, ADDITIONS, DEDUCTIONS. Rows: Total changes approved in previous months by Owner, Total approved this Month, TOTALS, NET CHANGES by Change Order

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

**Karen Acres Elementary** APPLICATION NO: Nine (9)  
**School Addition & Renovation** APPLICATION DATE: 24-Jun-16  
**Urbandale, IA 50322** PERIOD TO: 30-Jun-16  
 ARCHITECT'S PROJECT NO: 11-15106-00  
 L&L PROJECT: 15.012

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)		
<b>General Requirements</b>									
1	Bonds / Insurance	\$ 70,970.00	\$ 70,970.00	\$ -		\$ 70,970.00	100.00%		\$ 3,548.50
2	Mobilization	\$ 35,000.00	\$ 35,000.00	\$ -		\$ 35,000.00	100.00%		\$ 1,750.00
3	General Conditions	\$ 132,250.00	\$ 95,220.00	\$ 17,192.50		\$ 112,412.50	85.00%	\$ 19,837.50	\$ 5,620.63
4	Winter Enclosures / Temp Heating	\$ 37,500.00	\$ 37,500.00	\$ -		\$ 37,500.00	100.00%		\$ 1,875.00
5	Close Out Documentation	\$ 7,500.00					0.00%	\$ 7,500.00	\$ -
<b>Existing Conditions</b>									
6	Interior Demolition Sub	\$ 51,235.00	\$ 12,000.00	\$ -		\$ 12,000.00	23.42%	\$ 39,235.00	\$ 600.00
<b>Concrete</b>									
7	Concrete Foundations Labor	\$ 70,000.00	\$ 70,000.00	\$ -		\$ 70,000.00	100.00%		\$ 3,500.00
8	Concrete Foundatons Material	\$ 63,500.00	\$ 63,500.00	\$ -		\$ 63,500.00	100.00%		\$ 3,175.00
9	Concrete Floors Labor	\$ 32,000.00	\$ 31,360.00	\$ 640.00		\$ 32,000.00	100.00%		\$ 1,600.00
10	Concrete Floors Material	\$ 35,000.00	\$ 34,300.00	\$ 700.00		\$ 35,000.00	100.00%		\$ 1,750.00
11	Concrete Floor Polishing Sub	\$ 4,100.00		\$ -			0.00%	\$ 4,100.00	\$ -
12	Reinforcing Steel Material	\$ 14,720.00	\$ 14,720.00	\$ -		\$ 14,720.00	100.00%		\$ 736.00
13	Grout Precast / Steel	\$ 2,450.00	\$ 2,450.00	\$ -		\$ 2,450.00	100.00%		\$ 122.50
14	Precast Concrete Material	\$ 242,135.00	\$ 206,339.00	\$ <del>35,796.00</del>		\$ <del>242,135.00</del> 206,789	100.00%		\$ <del>12,106.75</del>
<b>Masonry</b>									
15	Masonry CMU Labor	\$ 57,750.00	\$ 57,750.00	\$ -		\$ 57,750.00	100.00%		\$ 2,887.50
16	Masonry CMU Material	\$ 40,500.00	\$ 40,500.00	\$ -		\$ 40,500.00	100.00%		\$ 2,025.00
17	Masonry Brick Labor	\$ 35,000.00	\$ 35,000.00	\$ -		\$ 35,000.00	100.00%		\$ 1,750.00
18	Masonry Brick Material	\$ 30,000.00	\$ 30,000.00	\$ -		\$ 30,000.00	100.00%		\$ 1,500.00
<b>Steel</b>									
19	Steel Shop Drawings	\$ 3,265.00	\$ 3,265.00	\$ -		\$ 3,265.00	100.00%		\$ 163.25
20	Structural Steel Material	\$ 30,895.00	\$ 30,895.00	\$ -		\$ 30,895.00	100.00%		\$ 1,544.75
21	Metal Joists and Deck Material	\$ 43,670.00	\$ 43,670.00	\$ -		\$ 43,670.00	100.00%		\$ 2,183.50
22	Misc Metals Material	\$ 21,920.00	\$ 15,344.00	\$ 6,576.00		\$ 21,920.00	100.00%		\$ 1,096.00
23	Steel / Precast Erection	\$ 68,000.00	\$ 55,800.00	\$ -		\$ 55,800.00	82.06%	\$ 12,200.00	\$ 2,790.00
<b>Carpentry</b>									

# CONTINUATION SHEET

AIA DOCUMENT G703

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In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

**Karen Acres Elementary  
School Addition & Renovation  
Urbandale, IA 50322**

APPLICATION NO: Nine (9)  
APPLICATION DATE: 24-Jun-16  
PERIOD TO: 30-Jun-16  
ARCHITECT'S PROJECT NO: 11-15106-00  
L&L PROJECT: 15.012

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)		
24	Rough Carpentry Labor	\$ 15,000.00	\$ 10,350.00	\$ 3,150.00		\$ 13,500.00	90.00%	\$ 1,500.00	\$ 675.00
25	Rough Carpentry Materials	\$ 12,500.00	\$ 8,625.00	\$ 2,625.00		\$ 11,250.00	90.00%	\$ 1,250.00	\$ 562.50
26	Finish Carpentry Labor	\$ 30,000.00	\$ 6,300.00	\$ 11,700.00		\$ 18,000.00	60.00%	\$ 12,000.00	\$ 900.00
27	Finish Carpentry / Casework Material	\$ 78,750.00	\$ -	\$ -	\$ 55,898.00	\$ 55,898.00	70.98%	\$ 22,852.00	\$ 2,794.90
28	FRP Paneling Material	\$ 1,500.00					0.00%	\$ 1,500.00	\$ -
	<b>Thermal / Moisture Protection</b>								
29	Foundation Insulation Material	\$ 3,500.00	\$ 3,500.00	\$ -		\$ 3,500.00	100.00%		\$ 175.00
30	DEFS Sub	\$ 5,000.00	\$ 5,000.00	\$ -		\$ 5,000.00	100.00%		\$ 250.00
31	Fluid Applied Air Barrier Sub	\$ 7,500.00	\$ 7,500.00	\$ -		\$ 7,500.00	100.00%		\$ 375.00
32	Metal Wall Panel Sub	\$ 42,265.00					0.00%	\$ 42,265.00	\$ -
33	EPDM Roofing Sub	\$ 114,500.00	\$ 108,775.00	\$ -		\$ 108,775.00	95.00%	\$ 5,725.00	\$ 5,438.75
34	Sheet Metal Sub	\$ 16,850.00					0.00%	\$ 16,850.00	\$ -
35	Firestopping Sub	\$ 1,500.00					0.00%	\$ 1,500.00	\$ -
36	Sealant Sub	\$ 13,185.00	\$ 9,229.50	\$ -		\$ 9,229.50	70.00%	\$ 3,955.50	\$ 461.48
	<b>Openings</b>								
37	Frames / Doors / Hardware Labor	\$ 17,000.00	\$ 3,060.00	\$ 10,540.00		\$ 13,600.00	80.00%	\$ 3,400.00	\$ 680.00
38	Frames / Doors / Hardware Matl	\$ 115,950.00	\$ 20,871.00	\$ 71,889.00		\$ 92,760.00	80.00%	\$ 23,190.00	\$ 4,638.00
39	Coiling Door Sub	\$ 13,185.00					0.00%	\$ 13,185.00	\$ -
40	Alum Shop Drawings	\$ 4,100.00	\$ 4,100.00	\$ -		\$ 4,100.00	100.00%		\$ 205.00
41	Aluminum Windows Labor	\$ 40,762.00	\$ 32,609.60	\$ -		\$ 32,609.60	80.00%	\$ 8,152.40	\$ 1,630.48
42	Aluminum Windows Material	\$ 75,573.00	\$ 64,237.05	\$ -		\$ 64,237.05	85.00%	\$ 11,335.95	\$ 3,211.85
	<b>Finishes</b>								
43	Metal Framing Labor	\$ 59,575.00	\$ 32,766.25	\$ 17,872.50		\$ 50,638.75	85.00%	\$ 8,936.25	\$ 2,531.94
44	Metal Framing Material	\$ 17,925.00	\$ 9,858.75	\$ 5,377.50		\$ 15,236.25	85.00%	\$ 2,688.75	\$ 761.81
45	Insulation Labor	\$ 4,070.00	\$ 1,139.60	\$ 2,319.90		\$ 3,459.50	85.00%	\$ 610.50	\$ 172.98
46	Insulation Material	\$ 4,000.00	\$ 1,120.00	\$ 2,280.00		\$ 3,400.00	85.00%	\$ 600.00	\$ 170.00
47	Gypsum Drywall Labor	\$ 68,530.00	\$ 37,691.50	\$ 20,559.00		\$ 58,250.50	85.00%	\$ 10,279.50	\$ 2,912.53
48	Gypsum Drywall Material	\$ 14,500.00	\$ 7,975.00	\$ 4,350.00		\$ 12,325.00	85.00%	\$ 2,175.00	\$ 616.25
49	ACT Ceilings Labor	\$ 23,750.00	\$ 9,737.50	\$ -		\$ 9,737.50	41.00%	\$ 14,012.50	\$ 486.88



# CONTINUATION SHEET

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**Karen Acres Elementary**  
**School Addition & Renovation**  
**Urbandale, IA 50322**

APPLICATION NO: Nine (9)  
 APPLICATION DATE: 24-Jun-16  
 PERIOD TO: 30-Jun-16  
 ARCHITECT'S PROJECT NO: 11-15106-00  
 L&L PROJECT: 15.012

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)		
50	ACT Ceilings Material	\$ 35,000.00	\$ 14,350.00	\$ -		\$ 14,350.00	41.00%	\$ 20,650.00	\$ 717.50
51	Ceramic Tile Sub	\$ 33,260.00	\$ 7,317.20	\$ 6,319.40		\$ 13,636.60	41.00%	\$ 19,623.40	\$ 681.83
52	Wood Flooring Sub	\$ 46,700.00	\$ 1,401.00	\$ -		\$ 1,401.00	3.00%	\$ 45,299.00	\$ 70.05
53	Resinous Floring Sub	\$ 32,000.00					0.00%	\$ 32,000.00	\$ -
52	Resilient Floor Labor	\$ 19,420.00	\$ 4,466.60	\$ -		\$ 4,466.60	23.00%	\$ 14,953.40	\$ 223.33
53	Resilient Floor Material	\$ 33,500.00	\$ -	\$ -	\$ 33,493.00	\$ 33,493.00	99.98%	\$ 7.00	\$ 1,674.65
54	Carpet Tile Labor	\$ 13,250.00	\$ 3,047.50	\$ -		\$ 3,047.50	23.00%	\$ 10,202.50	\$ 152.38
55	Carpet Tile Material	\$ 70,330.00	\$ -		\$ 70,284.00	\$ 70,284.00	99.93%	\$ 46.00	\$ 3,514.20
56	Sound Absorb Wall Unit Sub	\$ 15,000.00					0.00%	\$ 15,000.00	\$ -
57	Painting Sub	\$ 55,000.00	\$ 10,450.00	\$ -		\$ 10,450.00	19.00%	\$ 44,550.00	\$ 522.50
	<b>Specialties</b>								
58	Specialties Labor	\$ 4,985.00	\$ 1,096.70	\$ -		\$ 1,096.70	22.00%	\$ 3,888.30	\$ 54.84
59	Visual Display Boards Matl	\$ 14,810.00	\$ -	\$ -	\$ 14,810.00	\$ 14,810.00	100.00%		\$ 740.50
60	Signage Sub	\$ 6,995.00					0.00%	\$ 6,995.00	\$ -
61	Toilet Compartments Matl	\$ 4,500.00					0.00%	\$ 4,500.00	\$ -
62	Toilet Accessories Matl	\$ 3,275.00					0.00%	\$ 3,275.00	\$ -
63	Wall / Corner Guards Matl	\$ 875.00	\$ -	\$ -	\$ 875.00	\$ 875.00	100.00%		\$ 43.75
64	FE / FEC Matl	\$ 800.00	\$ -	\$ -	\$ 800.00	\$ 800.00	100.00%		\$ 40.00
65	Metal Lockers Sub	\$ 10,900.00					0.00%	\$ 10,900.00	\$ -
	<b>Equipment</b>								
66	Athletic Equipment Labor	\$ 2,750.00		\$ 2,750.00		\$ 2,750.00	100.00%		\$ 137.50
67	Athletic Equipment Material	\$ 17,500.00		\$ 17,500.00		\$ 17,500.00	100.00%		\$ 875.00
	<b>Furnishings</b>								
68	Telescoping Bleachers Labor	\$ 2,000.00					0.00%	\$ 2,000.00	\$ -
69	Telescoping Bleachers Matl	\$ 11,400.00					0.00%	\$ 11,400.00	\$ -
	<b>Fire Protection</b>								
70	Sprinkler System Design	\$ 10,000.00	\$ 10,000.00	\$ -		\$ 10,000.00	100.00%		\$ 500.00
71	Sprinkler System Labor	\$ 25,750.00	\$ 2,575.00	\$ 20,600.00		\$ 23,175.00	90.00%	\$ 2,575.00	\$ 1,158.75
71	Sprinkler System Matl	\$ 27,500.00	\$ 5,500.00	\$ 19,250.00		\$ 24,750.00	90.00%	\$ 2,750.00	\$ 1,237.50

**CONTINUATION SHEET**

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**Karen Acres Elementary**  
**School Addition & Renovation**  
**Urbandale, IA 50322**

APPLICATION NO: Nine (9)  
APPLICATION DATE: 24-Jun-16  
PERIOD TO: 30-Jun-16  
ARCHITECT'S PROJECT NO: 11-15106-00  
L&L PROJECT: 15.012

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)		
	<b>Mechanical</b>								
72	Grease Trap	\$ 17,500.00	\$ 17,500.00	\$ -		\$ 17,500.00	100.00%		\$ 875.00
73	Mechanical Mobilization	\$ 5,000.00	\$ 4,100.00	\$ -		\$ 4,100.00	82.00%	\$ 900.00	\$ 205.00
74	Mechanical Project Management	\$ 6,000.00	\$ 3,000.00	\$ -		\$ 3,000.00	50.00%	\$ 3,000.00	\$ 150.00
75	Mechanical Demolition	\$ 16,000.00	\$ 4,000.00	\$ 3,040.00		\$ 7,040.00	44.00%	\$ 8,960.00	\$ 352.00
76	Under Ground Storm System Labor	\$ 24,200.00	\$ 21,296.00	\$ 1,936.00		\$ 23,232.00	96.00%	\$ 968.00	\$ 1,161.60
77	Under Ground Storm System Matl	\$ 28,700.00	\$ 25,256.00	\$ 2,296.00		\$ 27,552.00	96.00%	\$ 1,148.00	\$ 1,377.60
78	Above Ground Storm System Labor	\$ 25,400.00	\$ 20,574.00	\$ 3,810.00		\$ 24,384.00	96.00%	\$ 1,016.00	\$ 1,219.20
79	Above Ground Storm System Matl	\$ 33,300.00	\$ 26,973.00	\$ 4,995.00		\$ 31,968.00	96.00%	\$ 1,332.00	\$ 1,598.40
80	Dom Water / Gas Labor	\$ 37,100.00	\$ 25,599.00	\$ 3,339.00		\$ 28,938.00	78.00%	\$ 8,162.00	\$ 1,446.90
81	Dom Water / Gas Matl	\$ 30,200.00	\$ 20,536.00	\$ 3,020.00		\$ 23,556.00	78.00%	\$ 6,644.00	\$ 1,177.80
82	Fixtures Labor	\$ 26,800.00	\$ 6,700.00	\$ 5,092.00		\$ 11,792.00	44.00%	\$ 15,008.00	\$ 589.60
83	Fixtures Matl	\$ 55,675.00	\$ 13,918.75	\$ 17,259.25		\$ 31,178.00	56.00%	\$ 24,497.00	\$ 1,558.90
84	Heating Piping / Equipment Labor	\$ 34,500.00	\$ 20,010.00	\$ 3,450.00		\$ 23,460.00	68.00%	\$ 11,040.00	\$ 1,173.00
85	Heating Piping / Equipment Matl	\$ 33,900.00	\$ 22,035.00	\$ 3,051.00		\$ 25,086.00	74.00%	\$ 8,814.00	\$ 1,254.30
86	HVAC Mobilization	\$ 5,000.00	\$ 2,500.00	\$ -		\$ 2,500.00	50.00%	\$ 2,500.00	\$ 125.00
87	HVAC Demolition	\$ 19,500.00	\$ 5,850.00	\$ 8,775.00		\$ 14,625.00	75.00%	\$ 4,875.00	\$ 731.25
88	Refrigerant Piping	\$ 725.00		\$ -			0.00%	\$ 725.00	\$ -
89	Ductwork and Accessories Labor	\$ 47,985.00	\$ 16,794.75	\$ 12,955.95		\$ 29,750.70	62.00%	\$ 18,234.30	\$ 1,487.54
90	Ductwork and Accessories Material	\$ 82,900.00	\$ 29,015.00	\$ 22,383.00		\$ 51,398.00	62.00%	\$ 31,502.00	\$ 2,569.90
91	Power Ventilators Labor	\$ 4,300.00	\$ 1,505.00	\$ 1,161.00		\$ 2,666.00	62.00%	\$ 1,634.00	\$ 133.30
92	Power Ventilators Material	\$ 1,300.00	\$ 455.00	\$ 351.00		\$ 806.00	62.00%	\$ 494.00	\$ 40.30
93	Air Terminal Units Labor	\$ 3,300.00		\$ 3,300.00		\$ 3,300.00	100.00%		\$ 165.00
94	Air Terminal Units Material	\$ 850.00	\$ 850.00	\$ -		\$ 850.00	100.00%		\$ 42.50
95	Air Outlets Labor	\$ 3,800.00	\$ 1,330.00	\$ 380.00		\$ 1,710.00	45.00%	\$ 2,090.00	\$ 85.50
96	Air Outlets Material	\$ 8,300.00	\$ 2,905.00	\$ 830.00		\$ 3,735.00	45.00%	\$ 4,565.00	\$ 186.75
97	HVAC Gravity Ventilators L	\$ 475.00	\$ 475.00	\$ -		\$ 475.00	100.00%		\$ 23.75
98	HVAC Gravity Ventilators M	\$ 650.00	\$ 650.00	\$ -		\$ 650.00	100.00%		\$ 32.50
99	Air Filters Labor	\$ 165.00		\$ 165.00		\$ 165.00	100.00%		\$ 8.25

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**Karen Acres Elementary** APPLICATION NO: Nine (9)  
**School Addition & Renovation** APPLICATION DATE: 24-Jun-16  
**Urbandale, IA 50322** PERIOD TO: 30-Jun-16  
 ARCHITECT'S PROJECT NO: 11-15106-00  
 L&L PROJECT: 15.012

In tabulations below, amounts are stated to the nearest dollar.

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)		
100	Air Filters Material	\$ 900.00		\$ 900.00		\$ 900.00	100.00%		\$ 45.00
101	Package AHU Labor	\$ 111,600.00	\$ 106,020.00	\$ -		\$ 106,020.00	95.00%	\$ 5,580.00	\$ 5,301.00
102	Package AHU Material	\$ 4,500.00	\$ 4,500.00	\$ -		\$ 4,500.00	100.00%		\$ 225.00
103	Split System AC Units L	\$ 3,000.00					0.00%	\$ 3,000.00	\$ -
104	Split System AC Units M	\$ 450.00					0.00%	\$ 450.00	\$ -
105	Temperature Control Sub	\$ 56,765.00	\$ 39,735.50	\$ 2,838.25		\$ 42,573.75	75.00%	\$ 14,191.25	\$ 2,128.69
106	Insulation Sub	\$ 31,700.00	\$ 14,582.00	\$ 6,023.00	\$ -	\$ 20,605.00	65.00%	\$ 11,095.00	\$ 1,030.25
107	Test / Balance System	\$ 7,660.00					0.00%	\$ 7,660.00	\$ -
	<b>Electrical</b>								
108	Electrical Mobilization	\$ 5,400.00	\$ 5,400.00	\$ -		\$ 5,400.00	100.00%		\$ 270.00
109	Temporary Power / Lights	\$ 4,000.00	\$ 2,000.00	\$ 1,600.00		\$ 3,600.00	90.00%	\$ 400.00	\$ 180.00
110	Electrical Demolition	\$ 6,770.00	\$ 2,031.00	\$ 4,062.00		\$ 6,093.00	90.00%	\$ 677.00	\$ 304.65
111	Conduit / Raceways Labor	\$ 64,400.00	\$ 39,284.00	\$ 11,592.00		\$ 50,876.00	79.00%	\$ 13,524.00	\$ 2,543.80
112	Conduit / Raceways Material	\$ 36,900.00	\$ 25,830.00	\$ 3,321.00	\$ -	\$ 29,151.00	79.00%	\$ 7,749.00	\$ 1,457.55
113	Wire / Cable Labor	\$ 42,300.00	\$ 18,612.00	\$ 10,152.00		\$ 28,764.00	68.00%	\$ 13,536.00	\$ 1,438.20
114	Wire / Cable Material	\$ 51,400.00	\$ 23,130.00	\$ 11,822.00		\$ 34,952.00	68.00%	\$ 16,448.00	\$ 1,747.60
115	Bonding / Grounding Labor	\$ 7,100.00	\$ 3,763.00	\$ 1,420.00		\$ 5,183.00	73.00%	\$ 1,917.00	\$ 259.15
116	Bonding / Grounding Material	\$ 5,100.00	\$ 2,703.00	\$ 1,020.00		\$ 3,723.00	73.00%	\$ 1,377.00	\$ 186.15
117	ID for Electrical Systems Labor	\$ 1,200.00	\$ 600.00	\$ -		\$ 600.00	50.00%	\$ 600.00	\$ 30.00
118	ID for Electrical Systems Material	\$ 1,200.00	\$ 600.00	\$ -		\$ 600.00	50.00%	\$ 600.00	\$ 30.00
119	Lighting Controls Labor	\$ 6,800.00	\$ 2,720.00	\$ 1,360.00		\$ 4,080.00	60.00%	\$ 2,720.00	\$ 204.00
120	Lighting Controls Material	\$ 21,400.00	\$ 8,560.00	\$ 4,280.00		\$ 12,840.00	60.00%	\$ 8,560.00	\$ 642.00
121	Panelboards Labor	\$ 9,100.00	\$ 5,460.00	\$ 2,730.00		\$ 8,190.00	90.00%	\$ 910.00	\$ 409.50
122	Panelboards Material	\$ 9,100.00	\$ 5,460.00	\$ 2,730.00		\$ 8,190.00	90.00%	\$ 910.00	\$ 409.50
123	Devices / Trim Labor	\$ 16,200.00	\$ 4,860.00	\$ 810.00		\$ 5,670.00	35.00%	\$ 10,530.00	\$ 283.50
124	Device / Trim Material	\$ 11,650.00	\$ 3,495.00	\$ 582.50		\$ 4,077.50	35.00%	\$ 7,572.50	\$ 203.88
125	Generator and Transfer Switch Labor	\$ 5,100.00	\$ 3,060.00	\$ 1,530.00		\$ 4,590.00	90.00%	\$ 510.00	\$ 229.50
126	Generator and Transfer Switch Matl	\$ 4,100.00	\$ 2,460.00	\$ 1,230.00		\$ 3,690.00	90.00%	\$ 410.00	\$ 184.50
127	Interior Lighting Labor	\$ 37,400.00	\$ 11,968.00	\$ 4,862.00		\$ 16,830.00	45.00%	\$ 20,570.00	\$ 841.50

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**School Addition & Renovation**  
**Urbandale, IA 50322**

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G+C)		
128	Interior Lighting Material	\$ 116,803.00	\$ 40,596.00	\$ -	\$ 68,654.00	\$ 109,250.00	93.53%	\$ 7,553.00	\$ 5,462.50
129	Exterior Lighting Labor	\$ 4,100.00	\$ 820.00	\$ 410.00		\$ 1,230.00	30.00%	\$ 2,870.00	\$ 61.50
130	Exterior Lighting Material	\$ 13,900.00	\$ 2,780.00	\$ 1,390.00		\$ 4,170.00	30.00%	\$ 9,730.00	\$ 208.50
131	IT / Telecommunications Labor	\$ 31,177.00	\$ 9,353.10	\$ 9,353.10		\$ 18,706.20	60.00%	\$ 12,470.80	\$ 935.31
132	IT / Telecommunication Material	\$ 34,150.00	\$ 10,245.00	\$ 10,245.00		\$ 20,490.00	60.00%	\$ 13,660.00	\$ 1,024.50
133	Sound Reinforcement Labor	\$ 26,400.00	\$ 5,280.00	\$ 20,064.00		\$ 25,344.00	96.00%	\$ 1,056.00	\$ 1,267.20
134	Sound Reinforcement Material	\$ 51,400.00	\$ 31,868.00	\$ 12,336.00		\$ 44,204.00	86.00%	\$ 7,196.00	\$ 2,210.20
135	Intercommunication Systems Labor	\$ 14,200.00	\$ 6,674.00	\$ 1,846.00		\$ 8,520.00	60.00%	\$ 5,680.00	\$ 426.00
136	Intercommunications Systems Material	\$ 31,400.00	\$ 9,420.00	\$ 9,420.00		\$ 18,840.00	60.00%	\$ 12,560.00	\$ 942.00
137	Fire Alarm System Labor	\$ 14,600.00	\$ 8,468.00	\$ 1,314.00		\$ 9,782.00	67.00%	\$ 4,818.00	\$ 489.10
138	Fire Alarm System Material	\$ 25,700.00	\$ 12,850.00	\$ 3,341.00		\$ 16,191.00	63.00%	\$ 9,509.00	\$ 809.55
	<b>Sitework</b>								
139	Excavation / Site Grading Sub	\$ 65,000.00	\$ 55,250.00	\$ 8,450.00		\$ 63,700.00	98.00%	\$ 1,300.00	\$ 3,185.00
140	Site Utilities - Water	\$ 24,500.00		\$ -			0.00%	\$ 24,500.00	\$ -
141	Site Utilities - Storm Sewer	\$ 95,000.00	\$ 95,000.00	\$ -		\$ 95,000.00	100.00%		\$ 4,750.00
142	Site Utilities - Sanitary Sewer	\$ 19,750.00	\$ 19,750.00	\$ -		\$ 19,750.00	100.00%		\$ 987.50
143	Erosion / SWIPP Control	\$ 7,500.00	\$ 5,625.00	\$ 1,125.00		\$ 6,750.00	90.00%	\$ 750.00	\$ 337.50
144	Termite Control	\$ 2,050.00	\$ 2,050.00	\$ -		\$ 2,050.00	100.00%		\$ 102.50
145	Concrete Sidewalks	\$ 15,000.00		\$ 15,000.00		\$ 15,000.00	100.00%		\$ 750.00
146	Pavement Markings	\$ 1,240.00		\$ -			0.00%	\$ 1,240.00	\$ -
147	Seeding	\$ 6,500.00		\$ <del>6,500.00</del>		\$ <del>6,500.00</del>	100.00%		\$ <del>325.00</del>
148	Plantings	\$ 2,500.00		\$ 2,500.00		\$ 2,500.00	100.00%		\$ 125.00
	<b>Change Orders</b>								
149	Change Order #1	\$ 6,211.00	\$ 1,276.00	\$ -		\$ 1,276.00	20.54%	\$ 4,935.00	\$ 63.80
150	Change Order #2	\$ 9,319.00					0.00%	\$ 9,319.00	\$ -
151	Change Order #3	\$ 12,650.00							

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

**Karen Acres Elementary**  
**School Addition & Renovation**  
**Urbandale, IA 50322**

APPLICATION NO: Nine (9)  
 APPLICATION DATE: 24-Jun-16  
 PERIOD TO: 30-Jun-16  
 ARCHITECT'S PROJECT NO: 11-15106-00  
 L&L PROJECT: 15.012

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)		
	GRAND TOTALS	\$ 4,175,600.00	\$ 2,378,198.85	\$ <del>559,734.85</del> 517,436.85	\$ 244,814.00	\$ <del>3,182,747.70</del> 3,140,451.70	<del>76.22%</del> 75.20%	\$ <del>980,202.30</del> 1,035,146.30	\$ <del>159,137.39</del> 157,022.59

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# Board & Administrator

## FOR SCHOOL BOARD MEMBERS

June 2016 Vol. 30, No. 2

Editor: Jeff Stratton

## Planned increases avoid superintendent salary controversy

Lloyd Wamhof and John Almond work as member assistance advocates in the Association of California School Administrators' Member Assistance Program and Legal Support Team. Their guidance on superintendent contracts is based on personal and professional experience. Here's what they have to say about the term of the contract with the administrator, and raises:

The term of the superintendent's contract sends a message, Wamhof said. "We suggest the term of the contract be no less than three years," Wamhof said. Having a three-year contract sends a message to the staff and community that the board has confidence in its superintendent and allows the board and superintendent to collaboratively work toward a vision for the district, he said.

Almond said that planned salary increases for the superintendent can avoid regular public relations battles:

"In the salary clause of the contract, it is best to have language that provides planned increases such as a salary schedule, step increases, or percentage increases," Almond said.

There is a sound reason for this, he said. "Planned increases enable the superintendent and the board to avoid making the superintendent's contract the focal point for discussion each year," he explained.

Planned increases for the superintendent fit into the district's overall salary schedule well. Most other employees of the district have planned increases through an adopted salary schedule, Almond said. So planned salary increases also give the superintendent equity with other district staff, he added.

If the board is pleased with the performance of the school district, it can reward the superintendent not only with a positive evaluation, but with contract security.

That's because positive evaluations create an opportunity for contract stability --something the superintendent will appreciate. Including language that extends the contract should the superintendent receive a satisfactory evaluation allows the superintendent to always have the stability of a multi-year contract, Wamhof said.

Be transparent about this approach, however. The extension should be approved by the board at the next regularly scheduled board meeting, he noted. ■

### Positive relationship with the superintendent a must

The Vermont School Boards Association, in its Essential Work of Vermont School Boards, suggests that "no single area is more critical in board relations than working with your superintendent." Here are some suggestions from VTSBA for maintaining an effective working relationship:

- "Work to maintain mutual respect and honest communication."
- "Expect give and take; be open to recommendations."
- "Accept the fact that mistakes do happen."

For information, <http://www.vtvsba.org/#!essential-work-of-vt-school-boards-1/swrvr>. ■



## Understand what is important in superintendent evaluation to appraise the superintendent effectively

As a board member and consultant, Washington school governance expert Bob Hughes has seen certain problems arise when the board evaluates its superintendent. The problems boards encounter have a common theme, too, Hughes said.

It is board member inexperience in performing executive-level evaluations, he explained.

"Very few elected board members have ever formally evaluated anyone," Hughes said.

For this reason, superintendent evaluation sessions always create packed crowds at a school board's conference. "There are more people than chairs in those meeting rooms," Hughes said.

It's important for the board to first learn the purpose of superintendent evaluation, and then learn how to conduct the appraisal, Hughes said. These issues are why boards often gravitate to a checklist as the superintendent evaluation instrument. It's a simple way to do it, he said.

Board members often think the purpose of the evaluation is to criticize the superintendent so he "will get better," Hughes said. The checklist evaluation approach lends itself to criticism.

"After 30 years at Boeing and having served on school boards, you learn pretty quickly that anyone making over \$30,000 and working long hours deserves more than a checklist appraisal," Hughes said.

In simplest terms, Hughes said, there are two important purposes to the board's evaluation of the superintendent:

1. 99 percent is for employee improvement and school district improvement.
2. 1 percent is to build a case to terminate.

Board members should understand that with more responsibility and authority come more substantive evaluations. This is why the board should take a "performance of the district" approach to evaluating the administrator, Hughes said. Think about the board's evaluation of the superintendent using these concepts:

- Teacher evaluation: It is about the whole classroom's progress, not just the teacher's performance.
- Principal evaluation: It is the individual school's performance overall, not just the principal's.
- Superintendent evaluation: it is the entire district's performance, not just the superintendent's behavior.

The primary focus in evaluation, Hughes said, should be to help the person in charge of the district understand how to improve. "Checklists get into petty things about people, and there is hardly any information about the organization," he said.

The board should instill a rule into its mindset about superintendent evaluation. "We need a rule that superintendent performance is equivalent to district performance," Hughes said. "If the district is doing well, then the superintendent is doing well."

This can be a tough concept for board members to learn if they are hung up on superintendent dress, or whether or not she gives money to the PTA or if he has a difficult personality, Hughes said. "That's all irrelevant," he said. "The public cares about the district."

For information, 425.828.6340; <http://www.policygov.com/AboutUs.htm>. ■

### Board should have process for member's request of district information

In its sample policy on the individual board member's authority and responsibilities, in the section "request for information," the Oregon School Boards Association suggests this method for obtaining a report or survey:

"Any individual board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the board." There are two good reasons for this:

1. Respect for the chain of command. Keep in mind that board members don't give "orders" to school employees. They need to approach school employees through the superintendent.

2. Your superintendent best understands staff workloads. He can hear your request and then make the best determination about who should generate the information you seek.

Editor's note: One interesting point OSBA raises in its policy is that a board member does not lose a "citizen's" right to see public records when serving the board. The kicker, however, is that a board member must approach this request just as any citizen would -- and not pull rank as a board member. "This includes paying for copies and staff time required in preparing those materials," according to OSBA.

For information, [http://www.osba.org/Resources/Article/Ask\\_Betsy/Information\\_requests\\_by\\_board\\_member.aspx](http://www.osba.org/Resources/Article/Ask_Betsy/Information_requests_by_board_member.aspx). ■

Urbandale Community School District  
**2015-2016 Board Meeting Evaluation Form**  
Meeting Date: \_\_\_\_\_

**Purpose of form:** This form is provided as a meeting evaluation tool for the Urbandale School Board Members to keep us focused on the important issues and how we want to operate at board meetings. It further can help administration to ensure the right materials and information is provided to the directors so they can make informed decisions.

**UCSD School Board Mission:** To partner with stakeholders to teach all and reach all through governance of Board Policy and Operating Protocol.

**Board Goals:**

- Increase Board effectiveness to support district administration in improving student learning.
  - o Directors will continue to learn together
  - o Directors will be data-driven in decision-making process.
  
- To establish and maintain key financial targets.
  - o Solvency Ratio
  - o Spending Authority

**Questions:**

1. How well were you prepared for the decisions that you had to make tonight? If not, what other information would have been helpful?
  
  
  
  
  
  
  
  
  
  
2. What follow-up information or discussion is needed for any of the items we dealt with tonight?
  
  
  
  
  
  
  
  
  
  
3. How well did we hold ourselves accountable to our agreed upon *Operating Protocol*?

<u>Plus</u> (Positives)	<b>Assessing Tonight's Meeting</b>	<u>Delta</u> (Potential Changes)

## **Urbandale Board of Education Operating Protocol**

For the purpose of enhancing teamwork and increase efficiency and effectiveness, the board members of the Urbandale Community School District are committed to the implementation of the following operating protocol:

### **Advocacy and Goals**

- Our top priority is to assure that each and every student receives a quality education; the board represents the needs and interest of all the children in the Urbandale Community School District. Our mission is to “teach all and to reach all.”
- The board will set clear goals for themselves and the superintendent. They will also set clear goals for the Urbandale Community School District.
- We agree to “move the question” when discussion is repetitive. Board meetings are for decision-making, actions, and votes, not endless discussion. To be efficient and effective, long board meetings must be avoided.

### **Communication and Decision-making**

- We will listen and direct individuals to follow policy related Chain of Command.
- We will ensure that every board member has equal access to all information and a responsibility to become well informed prior to conversations.
- We will consider research, best practice, public input, and financial impact when making decisions.
- We will listen with an open mind and be willing to change our stance based upon evidence.
- Surprises to the board or the superintendent will be the exception, not the rule. There should be no surprises at a board meeting.

### **Roles and Responsibilities**

- We will emphasize planning, policy-making, public relations, and direction for the district.
- We will develop and nurture positive relationships that foster trust among ourselves and our administrative team.
- We will commit to an annual retreat to review strategic plan progress and establish yearly goals.

