

**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
Educational Leadership & Support Center, Board Room
Monday, February 27, 2023 @ 5:30 p.m.**

A G E N D A

CALL TO ORDER (Vice President Cindy Garlock)

APPROVAL OF AGENDA (Vice President Cindy Garlock)

PUBLIC HEARING

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SUPERINTENDENT’S REPORT/BOARD REPORTS (Superintendent Sathoff/Board of Directors)

ADDRESSING THE BOARD, COMMUNICATIONS, DELEGATIONS, & PETITIONS
(Vice President Cindy Garlock)

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AGENDA

CALL TO ORDER – Vice President Cindy Garlock

APPROVAL OF AGENDA – Vice President Cindy Garlock

“I move that the agenda of Monday, February 27, 2023, Board of Education meeting be approved as set forth, and that each item is considered ready for discussion and/or action.”

MOTION/2ND/ROLL CALL ACTION

PUBLIC HEARING

**BA-23-282 Public Hearing – New Elementary at Arthur Elementary School Site Project –
Food Service Equipment (Jon Galbraith/Chris Gates)**

Information Item

Pertinent Fact(s):

Pursuant to notices published in The Cedar Rapids Gazette, a Public Hearing must be held at 5:30 p.m. on February 27, 2023, for the purpose of receiving any objections to the adoption of prepared drawings, specifications, form of contract, and total estimated cost for New Elementary at Arthur Elementary School Site Project - Food Service Equipment.

If no objections are presented and sustained, the recommended Board action is to give final approval to the drawings, specifications, form of contract, and total estimated cost for the project.

PUBLIC HEARING

**BA-23-283 Public Hearing - New Elementary at Arthur Elementary School Site Project
(Jon Galbraith/Chris Gates)**

Information Item

Pertinent Fact(s):

Pursuant to notices published in The Cedar Rapids Gazette, a Public Hearing must be held at 5:30 p.m. on February 27, 2023, for the purpose of receiving any objections to the adoption of prepared drawings, specifications, form of contract, and total estimated cost for New Elementary at Arthur Elementary School Site Project.

If no objections are presented and sustained, the recommended Board action is to give final approval to the drawings, specifications, form of contract, and total estimated cost for the project.

SUPERINTENDENT'S REPORT/BOARD REPORTS - (Superintendent Sathoff/Board of Directors)

**ADDRESSING the BOARD -
COMMUNICATIONS, DELEGATIONS, AND PETITIONS** - (Vice President Cindy Garlock)

CONSENT AGENDA

BA-23-000/13 Minutes – Meeting on February 13, 2023 (Laurel Day)

Exhibit: <https://crschools.us/about/board-of-education/meetings-and-agendas/>

Action Item

Pertinent Fact(s):

It is the responsibility of the Board Secretary to keep the minutes of Board of Directors meetings as required by Iowa Code §§ 21.3 and Board Regulation 202.10. The minutes will be available for public inspection within two weeks of the Board meeting and forwarded to the appropriate newspaper for publication.

Recommendation:

It is recommended that the Board of Education approve the Minutes from the Meeting held on February 13, 2023.

CONSENT AGENDA

BA-23-001/09 Approval of Claims Report – January 2023 (Karla Hogan)

Exhibit: BA-23-001/09.1-6

Action Item

Pertinent Fact(s):

The Approval of Claims Report is required by Iowa Code §§ 279.29 and 279.30 and Board Regulation 704.1. Claims for the period of January 1 – 31, 2023 totaled \$19,167,533.86.

Recommendation:

It is recommended that the Board of Education approve the Claims Report and Ratify the List of Paid Bills and Payrolls for the period ending January 31, 2023.

Board Meeting: Monday, February 27, 2023

**Cedar Rapids Community School District
Summary of Expenditures and Payroll for Month Ending January 31, 2023**

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Capital Projects Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Fund (62)</u>	<u>Total All Funds</u>
Electronic Payments							
Period Ending 01/06	\$ 17,245.26	\$ 665.00	\$ -	\$ -	\$ 9.00	\$ -	\$ 17,919.26
Period Ending 01/13	21,362.58	567.37	-	1,663.55	113.58	-	23,707.08
Period Ending 01/20	42,434.02	3,285.36	-	4,527.50	-	-	50,246.88
Period Ending 01/27	8,545.60	261.84	-	49,017.59	52.75	-	57,877.78
Period Ending 01/31	6,452,005.86	39,032.94	25,397.98	28,041.09	167,467.80	-	6,711,945.67
Approved Warrants and Voids							
Period Ending 01/06	\$ 151,380.54	\$ 16,929.20	\$ -	\$ 324,689.05	\$ 757,890.45	\$ -	\$ 1,250,889.24
Period Ending 01/13	515,507.53	45,722.35	62,268.09	277,193.87	207,144.70	-	1,107,836.54
Period Ending 01/20	623,908.92	131,234.84	-	310,230.94	28,468.59	-	1,093,843.29
Period Ending 01/27	451,629.24	46,469.60	152,668.93	174,177.07	271,548.84	-	1,096,493.68
Period Ending 01/31	66,776.00	(1,012.00)	90.00	-	817.62	-	66,671.62
	\$ 8,350,795.55	\$ 283,156.50	\$ 240,425.00	\$ 1,169,540.66	\$ 1,433,513.33	\$ -	\$ 11,477,431.04
Payrolls - Net	<u>7,449,942.48</u>	<u>1,334.09</u>	<u>4,133.34</u>	<u>-</u>	<u>234,692.91</u>	<u>-</u>	<u>7,690,102.82</u>
Total Expenditures	<u>\$ 15,800,738.03</u>	<u>\$ 284,490.59</u>	<u>\$ 244,558.34</u>	<u>\$ 1,169,540.66</u>	<u>\$ 1,668,206.24</u>	<u>\$ -</u>	<u>\$ 19,167,533.86</u>

Note: Individual transactions can be viewed on the Cedar Rapids Community School District website under Departments - Accounting and Budgeting.

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 6, 2023

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Capital Projects Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Fund (62)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 17,245.26	\$ 665.00	\$ -	\$ -	\$ 9.00	\$ -	\$ 17,919.26
Approved Warrants and Voids (Entered By Batch)							
Warrants	\$ 151,380.54	\$ 16,929.20	\$ -	\$ 324,689.05	\$ 757,890.45	\$ -	\$ 1,250,889.24
Total	<u><u>\$ 168,625.80</u></u>	<u><u>\$ 17,594.20</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 324,689.05</u></u>	<u><u>\$ 757,899.45</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,268,808.50</u></u>

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 13, 2023

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Capital Projects Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Fund (62)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 21,362.58	\$ 567.37	\$ -	\$ 1,663.55	\$ 113.58	\$ -	\$ 23,707.08
Approved Warrants and Voids (Entered By Batch)							
Warrants	\$ 515,507.53	\$ 45,722.35	\$ 62,268.09	\$ 277,193.87	\$ 207,144.70	\$ -	\$ 1,107,836.54
Total	<u><u>\$ 536,870.11</u></u>	<u><u>\$ 46,289.72</u></u>	<u><u>\$ 62,268.09</u></u>	<u><u>\$ 278,857.42</u></u>	<u><u>\$ 207,258.28</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,131,543.62</u></u>

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 20, 2023

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Capital Projects Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Fund (62)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 42,434.02	\$ 3,285.36	\$ -	\$ 4,527.50	\$ -	\$ -	\$ 50,246.88
Approved Warrants and Voids (Entered By Batch)							
Warrants	\$ 623,908.92	\$ 131,234.84	\$ -	\$ 310,230.94	\$ 28,468.59	\$ -	\$ 1,093,843.29
Total	<u><u>\$ 666,342.94</u></u>	<u><u>\$ 134,520.20</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 314,758.44</u></u>	<u><u>\$ 28,468.59</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,144,090.17</u></u>

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 27, 2023

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Capital Projects Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Fund (62)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ 8,545.60	\$ 261.84	\$ -	\$ 49,017.59	\$ 52.75	\$ -	\$ 57,877.78
Approved Warrants and Voids (Entered By Batch)							
Warrants	\$ 451,629.24	\$ 46,469.60	\$ 152,668.93	\$ 174,177.07	\$ 271,548.84	\$ -	\$ 1,096,493.68
Total	<u><u>\$ 460,174.84</u></u>	<u><u>\$ 46,731.44</u></u>	<u><u>\$ 152,668.93</u></u>	<u><u>\$ 223,194.66</u></u>	<u><u>\$ 271,601.59</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,154,371.46</u></u>

Cedar Rapids Community School District
List of Paid Bills for Period Ending
January 31, 2023

	<u>General Fund (10)</u>	<u>Student Activity Fund (21)</u>	<u>Management Fund (22)</u>	<u>Capital Projects Funds (33,36,40)</u>	<u>Food and Nutrition Fund (61)</u>	<u>Day Care Fund (62)</u>	<u>Total All Funds</u>
Electronic Payments							
EFT FILE	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ 120.00
ACH Payments	6,452,005.86	38,912.94	25,397.98	28,041.09	167,467.80	-	6,711,825.67
Approved Warrants and Voids (Entered By Batch)							
Payroll Deduction	66,836.00	-	90.00	-	817.62	-	67,743.62
Voids	(60.00)	(1,012.00)	-	-	-	-	(1,072.00)
Total	<u>\$ 6,518,781.86</u>	<u>\$ 38,020.94</u>	<u>\$ 25,487.98</u>	<u>\$ 28,041.09</u>	<u>\$ 168,285.42</u>	<u>\$ -</u>	<u>\$ 6,778,617.29</u>

CONSENT AGENDA

**BA-23-004/09 Statement of Receipts, Disbursements, and Cash Balances Report – January 2023
(Karla Hogan)**

Exhibit: BA-23-004/09.1

Action Item

Pertinent Fact(s):

The Statement of Receipts, Disbursements, and Cash Balances Report is required by Chapter 291 of the Code of Iowa and by Board Regulation 703.2. Cash receipts for the month ended January 31, 2023 were \$30,584,566.52 and cash disbursements were \$37,183,018.10. The investment balance on January 31, 2023 was \$92,202,287.06.

Recommendation:

It is recommended that the Board of Education approve the Statement of Receipts, Disbursements, and Cash Balances Report for the month of January 2023.

**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH BALANCES
MONTH ENDED JANUARY 31, 2023**

<u>CASH</u>	<u>BALANCE</u> <u>12/31/2022</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u> <u>1/31/2023</u>
<u>General and Management Funds</u>				
10-General Fund	\$ 5,466,301.89	\$ 16,356,037.21	\$ 17,076,982.84	\$ 4,745,356.26
22-Management Fund	1,834,098.62	200,789.21	256,834.38	1,778,053.45
Total - General and Management Funds	<u>7,300,400.51</u>	<u>16,556,826.42</u>	<u>17,333,817.22</u>	<u>6,523,409.71</u>
<u>Student Activity Fund</u>				
21-Student Activity Fund	1,282,005.48	179,380.96	285,945.80	1,175,440.64
21-Cash on Hand	3,900.00	-	-	3,900.00
Total-Student Activity Fund	<u>1,285,905.48</u>	<u>179,380.96</u>	<u>285,945.80</u>	<u>1,179,340.64</u>
<u>Food & Nutrition Fund</u>				
61-Food & Nutrition Fund	2,350,929.07	1,822,605.10	1,687,512.59	2,486,021.58
61-Petty Cash	3,070.71	-	-	3,070.71
Total - Food & Nutrition Fund	<u>2,353,999.78</u>	<u>1,822,605.10</u>	<u>1,687,512.59</u>	<u>2,489,092.29</u>
<u>Daycare Fund</u>				
62-Five Seasons Daycare Fund	1,338,132.72	-	-	1,338,132.72
<u>Capital Projects Funds</u>				
33-Secure Adv. Vision for Educ. (SAVE) Fund	9,384,342.73	10,650,312.71	16,141,042.66	3,893,612.78
36-Physical Plant & Equip (PPEL) Fund	2,607,621.92	426,785.00	789,512.12	2,244,894.80
40-Debt Service Fund	214,181.25	948,656.33	945,187.71	217,649.87
Total - Schoolhouse Funds	<u>12,206,145.90</u>	<u>12,025,754.04</u>	<u>17,875,742.49</u>	<u>6,356,157.45</u>
TOTAL CASH - ALL FUNDS	<u><u>\$ 24,484,584.39</u></u>	<u><u>\$ 30,584,566.52</u></u>	<u><u>\$ 37,183,018.10</u></u>	<u><u>\$ 17,886,132.81</u></u>

INVESTMENTS

RESTRICTED INVESTMENT FUNDS

Schoolhouse Fund-Held for Bond Payments

33-SAVE Fund - Sinking Funds/UMB	\$ 2,341,393.38	\$ 5,517.49	\$ -	\$ 2,346,910.87
40-Debt Service Fund - Sinking Funds/UMB	18,536,875.74	1,075,720.44	5,859,193.73	13,753,402.45
TOTAL RESTRICTED INVESTMENTS	<u><u>\$ 20,878,269.12</u></u>	<u><u>\$ 1,081,237.93</u></u>	<u><u>\$ 5,859,193.73</u></u>	<u><u>\$ 16,100,313.32</u></u>

UNRESTRICTED INVESTMENT FUNDS

	<u>BALANCE</u> <u>12/31/2022</u>	<u>PURCHASES</u>	<u>MATURITIES</u>	<u>BALANCE</u> <u>1/31/2023</u>
<u>General and Management Funds</u>				
10-General Fund	\$ 36,000,000.00	\$ 1,000,000.00	\$ 3,000,000.00	\$ 34,000,000.00
10-General Fund CD's ISJIT	13,674,046.76	46,800.74	-	13,720,847.50
22-Management Fund	6,500,000.00	-	-	6,500,000.00
Total - General and Management Funds	<u>56,174,046.76</u>	<u>1,046,800.74</u>	<u>3,000,000.00</u>	<u>54,220,847.50</u>
<u>Student Activity Fund</u>				
21-Student Activity Fund	978,114.79	3,184.66	-	981,299.45
<u>Food & Nutrition</u>				
61-Food & Nutrition Fund	3,000,000.00	-	-	3,000,000.00
<u>Schoolhouse Funds</u>				
33-Secure Adv. Vision for Educ. (SAVE) Fund	17,151,654.24	14,813,600.41	9,000,000.00	22,965,254.65
36-Physical Plant & Equip (PPEL) Fund	10,000,000.00	-	-	10,000,000.00
40-Debt Service Fund	1,034,885.46	-	-	1,034,885.46
Total - Schoolhouse Funds	<u>28,186,539.70</u>	<u>14,813,600.41</u>	<u>9,000,000.00</u>	<u>34,000,140.11</u>
TOTAL UNRESTRICTED INVESTMENTS	<u><u>\$ 88,338,701.25</u></u>	<u><u>\$ 15,863,585.81</u></u>	<u><u>\$ 12,000,000.00</u></u>	<u><u>\$ 92,202,287.06</u></u>

	<u>GENERAL</u> <u>FUND</u>	<u>STUDENT</u> <u>ACTIVITY FUND</u>	<u>FOOD &</u> <u>NUTRITION FUND</u>	<u>DAYCARE</u> <u>FUND</u>	<u>SCHOOLHOUSE</u> <u>FUND</u>	<u>ALL</u> <u>FUNDS</u>
BALANCES						
Cash	\$ 6,523,409.71	\$ 1,179,340.64	\$ 2,489,092.29	\$ 1,338,132.72	\$ 6,356,157.45	\$ 17,886,132.81
Restricted Funds	-	-	-	-	16,100,313.32	16,100,313.32
Investments	<u>54,220,847.50</u>	<u>981,299.45</u>	<u>3,000,000.00</u>	<u>-</u>	<u>34,000,140.11</u>	<u>92,202,287.06</u>
Total	<u><u>\$ 60,744,257.21</u></u>	<u><u>\$ 2,160,640.09</u></u>	<u><u>\$ 5,489,092.29</u></u>	<u><u>\$ 1,338,132.72</u></u>	<u><u>\$ 56,456,610.88</u></u>	<u><u>\$ 126,188,733.19</u></u>

Signed this 27th day of February 2023

BOARD SECRETARY

CONSENT AGENDA

BA-23-005/09 Investments Report – January 2023 (Karla Hogan)

Exhibit: BA-23-005/09.1

Information Item

Pertinent Fact(s):

The Investments Report summarizes investment transactions for the month of January 2023. Investments purchased during the month totaled \$15,863,585.81, and investments redeemed during the month totaled \$12,000,000.00. The current interest rate for US Bank is 4.034 %, in comparison to 0.02% at US Bank in January 2022. The current interest rate for Iowa Schools Joint Investment Trust (ISJIT) for January 2023 is 4.030%, in comparison to 0.005% in January 2022.

INVESTMENTS - January 2023

				<u>TOTAL INVEST</u> (Purchases)	<u>TOTAL REDEEM</u> (Maturities)	
<u>General fund</u>						
Redeem	January 5, 2023	\$	3,000,000.00	US Bank	-	3,000,000.00
Invest	January 19, 2023	\$	1,000,000.00	US Bank	1,000,000.00	-
Interest	January 31, 2023	\$	46,800.74	US Bank~ISJIT Jan'23 Int	46,800.74	-
				Fund Total	<u>1,046,800.74</u>	<u>3,000,000.00</u>
<u>Management Fund</u>						
N/A				US Bank	-	-
				Fund Total	-	-
<u>Student Activity Fund</u>						
Interest	January 31, 2023	\$	3,184.66	US Bank	3,184.66	-
				Fund Total	<u>3,184.66</u>	<u>-</u>
<u>Food & Nutrition Fund</u>						
N/A					-	-
				Fund Total	-	-
<u>Secure an Advanced Vision for Education Fund (SAVE)</u>						
Invest	January 19, 2023	\$	5,000,000.00	US Bank	5,000,000.00	-
Redeem	January 26, 2023	\$	9,000,000.00	US Bank	-	9,000,000.00
Invest	January 26, 2023		9813600.41	US Bank	9,813,600.41	-
				Fund Total	<u>14,813,600.41</u>	<u>9,000,000.00</u>
<u>Physical Plant & Equipment Fund (PEEL)</u>						
N/A				US Bank	-	-
				Fund Total	-	-
<u>Debt Services Fund</u>						
N/A					-	-
				Fund Total	-	-
<u>GRAND TOTAL</u>					<u>\$ 15,863,585.81</u>	<u>\$ 12,000,000.00</u>

CONSENT AGENDA

BA-23-009/13 Personnel Report (Nicole Kooiker)

Exhibit: BA-23-009/13.1-6

Action Item Motion/2nd/Roll Call

Recommendation:

It is recommended that the Board of Education approve the Personnel Report.

APPOINTMENTS - SALARIED STAFF			
<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Akers, Payton	\$2,812.00	Softball Assistant Jefferson	2022-2023 School Year
Blocklinger, Ronnie	\$2,812.00	WM Golf Assistant Washington	2022-2023 School Year
Eivins, Ryan	\$3,766.00	MN Track MS Taft	2022-2023 School Year
Hayes, Sarah	\$1,757.00	Debate/Speech Head Kennedy	2022-2023 School Year
Hill, Jordan	\$5,624.00	Baseball Assistant Washington	2022-2023 School Year
Joens, Cael	\$3,515.00	Debate/Speech Head Kennedy	2022-2023 School Year
Marquardt, Nina	\$6,361.00	WM Tennis Head Washington	2022-2023 School Year
Mayo, Abigail	\$3,264.00	MN Soccer MS Franklin	2022-2023 School Year
Nanke, Ashton	\$1,757.00	Debate/Speech Assistant Kennedy	2022-2023 School Year
Seely, Erin	\$3,766.00	WM Tennis MS Taft	2022-2023 School Year
Wasson, Justin	\$6,361.00	WM Tennis Head Kennedy	2022-2023 School Year
CHANGE OF GRADE/POSITION - SALARIED STAFF			
<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Marner, Amy	\$60,000.00 (prorated)	Registration Specialist ELSC	2/4/2023
RESIGNATIONS - SALARIED STAFF			
<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Brees, Michael	Personal	Science Jefferson	End of 22-23 School Year
Burnell, Brandi	Personal	Art Wilson	End of 22-23 School Year
Campbell, Davon	Personal	Counselor Johnson	End of 22-23 School Year
Clark, Noelle	Personal	ELL Hoover	End of 22-23 School Year

Doser, Lisa	Personal	Physical Education Arthur/Wright	End of 22-23 School Year
Driskell, Thad	Personal	Band Jefferson	End of 22-23 School Year
Fritz, Lauren	Personal	Language Arts Roosevelt	End of 22-23 School Year
Gibbons, Abby	Personal	2nd Grade Madison	End of 22-23 School Year
Hall, John	Personal	Orchestra Kennedy	End of 22-23 School Year
Hruby, Sadie	Personal	Kindergarten Wright	End of 22-23 School Year
Konzen, Erin	Personal	Special Ed Interventionist ELSC	2/24/2023
McClelland, Lauren	Personal	Family/Consumer Science Kennedy	End of 22-23 School Year
Neppl-Gustason, Sarah	Personal	Strat II Arthur	End of 22-23 School Year
Vasquez, Rebecca	Personal	Special Ed Interventionist Wilson	2/24/2023
Wassin, Justin	Personal	MN Tennis Assistant Washington	End of 22-23 School Year
RETIREMENT - SALARIED STAFF			
<u>Name</u>		<u>Assignment</u>	<u>Effective Date</u>
Aldershof, Robin		3rd/4th Grade Erskine	End of 22-23 School Year
Ash, Jean		8th Grade Taft	End of 22-23 School Year
Bernstein, Renate		Media Specialist Washington	End of 22-23 School Year
Bienemann, Laurel		Strat II Jefferson	End of 22-23 School Year
Blythe, Evelyn		SDI Coach ELSC	End of 22-23 School Year
Boenish, Penny		Strat I Pierce	End of 22-23 School Year
Bradley, Julie		ELL Kennedy	End of 22-23 School Year

Bruns, Judith		Strat I Hiawatha	End of 22-23 School Year
Buckley, Ann		Coaching Lead ELSC	End of 22-23 School Year
Chalstrom, Sherri		Blended Learning Nixon	End of 22-23 School Year
Dvorak, Kathy		Facilitator/Activities Coord Franklin	End of 22-23 School Year
Flaherty, Lisa		Title I Taylor	End of 22-23 School Year
Fogle, Angela		Strat II Kennedy	End of 22-23 School Year
Frese, Cindy		Strat II Polk	End of 22-23 School Year
Frese, Wendy		Facilitator Harding	End of 22-23 School Year
Friauf, Stacey		Exploratory Harding	End of 22-23 School Year
Hebrink, John		Social Studies Harding	2/17/2023
Hoyer, Brett		Math Kennedy	End of 22-23 School Year
Hrubes, Kathryn		Math Kennedy	End of 22-23 School Year
Hynek, Dennis		Math Kennedy	End of 22-23 School Year
Jensen, Mark		Science Kennedy	End of 22-23 School Year
Karr, Karyn		4th Grade Maple Grove	End of 22-23 School Year
Kratovil, Patricia		1st Grade Erskine	End of 22-23 School Year
Lacock, Toby		Title I Kenwood	End of 22-23 School Year
Lafrenz, Christine		Strat I Cleveland	End of 22-23 School Year
Lodge, Melody		3rd Grade West Willow	End of 22-23 School Year

Lynn, Stacy		3rd Grade Erskine	End of 22-23 School Year
McLaughlin, Lisa		Title I Taylor	End of 22-23 School Year
Melchert, Denise		Math/Instructional Coach Harding	End of 22-23 School Year
Ongie, Kim		Strat I Wilson	End of 22-23 School Year
Pameticky, Julie		Computer Tech Taft	End of 22-23 School Year
Patterson, Carrie		ELL West Willow	End of 22-23 School Year
Sheetz, Peggy		4th Grade Kenwood	End of 22-23 School Year
Uhde, Karlen		PACT Kenwood/Pierce	End of 22-23 School Year
Verwoert, Carol		Physical Education Grant Wood/Hiawatha	End of 22-23 School Year
Welsh, Lisa		2nd Grade Viola Gibson	End of 22-23 School Year
Werkman, Diane		4th Grade Kenwood	End of 22-23 School Year

APPOINTMENTS - HOURLY STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Anderegg, Clinton	\$15.00	Paraprofessional Kennedy	2/13/2023
Britcher, Jonathan	\$21.57	Auto Mechanic ELSC	3/6/2023
Brown, Madison	\$15.00	Paraprofessional West Willow	2/20/2023
Campbell, Sophia	\$15.00	Food Service Asst McKinley	2/27/2023
DeHaven, Donald	\$15.00	Food Service Asst Kennedy	2/27/2023
Garlow, Amber	\$15.00	Food Service Asst Harrison	2/20/2023 (correction)
Heiken, Rylie	\$15.00	Paraprofessional West Willow	2/13/2023

Heinrich, Avary	\$15.00	Paraprofessional Harding	3/6/2023
Humbles, Vernita	\$15.28	Cashier McKinley	2/20/2023
Johnson, Holly	\$15.00	Paraprofessional Jefferson	2/13/2023
Loyal, Antonio	\$15.00	Paraprofessional Kenwood	2/20/2023
McMenomy, Melinda	\$15.00	Paraprofessional Truman	2/13/2023
Mills, Kaci	\$15.00	Food Service Asst Washington	2/27/2023
Oppedahl, Christopher	\$21.57	Auto Mechanic ELSC	2/20/2023
Robinson, Donna	\$15.00	Food Service Asst Kennedy	2/20/2023
Sullivan, Preston	\$19.21	Custodian I ELSC	3/6/2023
Templeton, Michael	\$17.65	Van Driver ELSC	02/20/2023
Troupe, Madison	\$15.00	Paraprofessional Pierce	2/20/2023
Vidjanagni, Oyeditiwa	\$15.00	Paraprofessional Harrison	2/20/2023
Williams, Kirchner	\$17.65	Van Driver ELSC	2/13/2023
Wood, Nicole	\$15.00	Food Service Asst Harding	2/20/2023

CHANGE OF GRADE/POSITION - HOURLY STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Roepsch, Rose	\$15.56	Asst Manager West Willow	02/18/2023

RESIGNATIONS - HOURLY STAFF

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Al-hisnawi, Dowha	Personal	Paraprofessional Roosevelt	2/17/2023
Anderson, Jason	Personal	Secondary Manager Jefferson	2/21/2023

Borkowicz, Raela	Personal	Paraprofessional West Willow	2/6/2023
Cooley, Guy	Personal	Transportation Driver ELSC	2/8/2023
Davis, David	Personal	Transportation Driver ELSC	2/17/2023
Fields, Dawn	Personal	AR Specialist/Proj Asst ELSC	2/24/2023
Kenney, Jackson	Personal	Custodian I Wright	3/3/2023
Marble, Dana	Personal	Paraprofessional Washington	1/11/2023
Nielson, Roger	Personal	Transportation Driver ELSC	2/7/2023
Rieck, Andrew	Personal	Engineer MS Harding	2/21/2023
States, Amariel	Personal	Bus Attendant ELSC	2/14/2023
Swanson, Tawnya	Personal	Custodian II Kennedy	02/10/2023
Thurmand, Tiyauna	Personal	Bus Attendant ELSC	2/20/2023
Wilbanks, Brad	Personal	Bus Attendant ELSC	2/10/2023
Williams, David	Personal	Paraprofessional Wilson	2/27/2023

RETIREMENTS - HOURLY STAFF

<u>Name</u>		<u>Assignment</u>	<u>Effective Date</u>
Floyd, Debra		Secretary Bookkeeper Jefferson	5/11/2023
Laird, Ronald		Transportation Driver ELSC	02/13/2023
Muters, Glen		Bus Attendant ELSC	02/10/2023

CONSENT AGENDA

BA-23-011/06 Policy Manual – Review & Revision – Regulation 202.2 “Board Officers”, Procedures 202.2a “Board Secretary”, 202.2b “Board Treasurer”, 202.2c “Board President”, 202.2d “Board Vice President”, Regulation 701.2 “Sale or Disposal of District Property”, Procedure 702.1a “Purchasing - Bidding, Proposal and Quotation Procedures”, Regulations 703.2 “Financial Reports”, 703.4 “Warehouse Inventory”, and 705.1 “Guidelines Governing Expense Reimbursement” (**Art Sathoff/Laurel Day**)

Exhibit: BA-23-011/06.1-12

Information Item

Pertinent Fact(s):

1. The Board of Education reviews policies at least once every five years. Board approval is required for all policies. Administrative regulations and procedures do not require Board approval.
2. The agenda item includes regulations and procedures that have been revised and proposed based on changes to state and/or federal law.

Policy Manual #	Title	Action
202.2	Board Officers	Reviewed
202.2a	Board Secretary	Reviewed
202.2b	Board Treasurer	Revised
202.2c	Board President	Reviewed
202.2d	Board Vice President	Reviewed
701.2	Sale or Disposal of District Property	Revised
702.1a	Purchasing - Bidding, Proposal and Quotation Procedures	Revised
703.2	Financial Reports	Revised
703.4	Warehouse Inventory	Reviewed
705.1	Guidelines Governing Expense Reimbursement	Revised

Reviewed with no recommended revisions Regulation 202.2

Board Officers

The Officers of the Board of Directors shall be the President, Vice-President, Secretary, and Treasurer. The President and Vice-President shall be members of the Board of Directors and shall be elected separately by a majority vote of the Board at its organizational or annual meeting and serve a one-year term of office.

The Secretary and Treasurer shall be appointed by the Board from outside its membership. To finalize the appointment, the Board Secretary and Board Treasurer will take the oath of office during the meeting at which the individuals are appointed or no later than ten days thereafter and shall hold office until their successors are appointed and qualified.

The Board shall appoint a temporary President or Secretary, in the absence of the regular officers.

Code of Iowa: § 279

Approved: 06-09-80
Reviewed: 03-13-89
06-08-92
09-25-95
10-12-98
04-14-03
Revised: 10-11-04
01-26-09
06-28-10
Reviewed: 02-09-15
Revised: 11-18-19

Reviewed with no recommended revisions Procedure 202.2a

Board Secretary

The Board Secretary shall be appointed by the Board from outside its membership. To finalize the appointment, the Board Secretary will take the oath of office during the meeting at which the individual is appointed or no later than 10 days thereafter and shall hold office until his/her successor is appointed and qualified.

It is the responsibility of the Board Secretary, as custodian of District records, to preserve and maintain the records and documents pertaining to the business of the Board; to keep complete minutes of special and regular Board meetings, including closed sessions; to keep a record of the results of regular and special elections; to keep an accurate account of school funds; to sign warrants drawn on the school funds after Board approval; and collect data on truant students. The Board Secretary will also be responsible for filing the required reports with the Iowa Department of Education.

The Board shall appoint a temporary Board Secretary, in the absence of the regular appointed officer. However, if the Board Secretary is unable to fulfill the responsibilities set out by the Board and the law, the Board Treasurer will assume those duties until the Board Secretary is able to resume the responsibility or a new Board Secretary is appointed.

Code of Iowa: §§ 64; 279.3, .5, .7, .32, .33, .35; 291.2-.4, .6-8, .10-.11; 299.10
281 I.A.C. 12.3(1)

Approved: 10-11-82
Reviewed: 02-27-89
06-08-92
09-25-95
Revised: 10-26-98
Reviewed: 04-14-03
Revised: 01-26-09
02-09-15
11-18-19

Board Treasurer

The Board Treasurer shall be appointed by the Board from outside its membership. To finalize the appointment, the Board Treasurer will take the oath of office during the meeting at which the individual is appointed or no later than 10 days thereafter and shall hold office until his/her successor is appointed and qualified.

It is the responsibility of the Board Treasurer to oversee the investment portfolio, to receive funds of the District, to pay out the funds for expenses approved by the Board, to maintain accurate accounting records for each fund, to report monthly regarding the investment portfolio and the status of each fund and to file required reports with the appropriate state agencies and other entities. It will also be the responsibility of the Board Treasurer to work with the Board Secretary to coordinate the financial records, the financial reports, the cash flow needs and the investment portfolio of the District.

If the Board Treasurer is unable or unwilling to carry out the duties required, it is the responsibility of the Board Secretary to carry out the duties of the Board Treasurer.

Legal Reference: §§ 12B.10; 12C; 279.3, .5, .7, .31-.33; 291.2-.4, .6-.12, .14
 281 I.A.C. 12.3(1)
 ~~1978 Op. Att'y Gen. 328~~

Approved: 12-22-76
Reviewed: 07-02-79
 06-27-83
 08-24-87
 03-13-89
 06-08-92
 09-25-95
Revised: 10-26-98
Reviewed: 04-14-03
Revised: 01-26-09
 02-09-15
Reviewed: 11-18-19

Reviewed with no recommended revisions Procedure 202.2c

Board President

The Board President shall be a member of the Board of Directors and shall be elected by a majority vote of the Board at its organizational meeting in odd-numbered years, or at the annual meeting in even-numbered years, to serve a one-year term of office. Board members elected to offices of the Board will take the Oath of Office.

It is the responsibility of the Board President to lead a well-organized Board in an efficient and effective manner. The President of the Board shall preside at all Board meetings and shall be responsible for the orderly conduct of the meeting. The Board President will set the tone of the Board meetings and, as the representative of the consensus of the Board, speak on behalf of the Board to the public. The President may represent the Board/District at official or ceremonial events and shall perform all other duties required by law.

The duties of the President may be delegated by the Board to the Vice-President or another Board member, if the President is temporarily unable to serve. When the Vice President is not available, the position shall be assumed by the member with the longest continuous seniority on the Board. The Board shall appoint a temporary President in the absence of the regular elected officer. However, if the President of the Board is unable or unwilling to fulfill or complete the term of office, then the Board of Directors shall re-elect a new President when the current President steps down or resigns.

The President, in addition to presiding at the Board meetings, will take an active role in Board decisions by discussing and voting on each motion before the Board in the same manner as other Board members. The President shall be entitled to vote on all matters that come before the Board. However, before making or seconding a motion, the Board President will turn over control of the meeting to either the Vice-President or other Board member.

Prior to Board meetings, the President will consult with the Superintendent and Board Secretary on the development of the agenda for the meeting. The President has the authority to call special meetings of the Board.

The President, as the chief officer of the District, will sign employment contracts and sign other contracts and District warrants approved by the Board. The Board President will appear on behalf of the school corporation in causes of action involving the District.

Code of Iowa: §§ 279.1-.2; 291.1

Approved: 10-11-04
Revised: 01-26-09
06-28-10
04-27-15
Reviewed: 11-18-19

Reviewed with no recommended revisions Procedure 202.2d

Board Vice President

The Vice President of the Board shall be a member of the Board of Directors and shall be elected by a majority vote of the Board at its organizational in odd-numbered years, or at the annual meeting in even-numbered years, to serve a one-year term of office. Board members elected to offices of the Board will take the Oath of Office.

By this election, if the Board President is unable or unwilling to carry out the duties required, it is the responsibility of the Vice President of the Board to carry out the duties of the President. If the President is unable or unwilling to complete the term of office, the Vice President will serve as President for the balance of the President's term of office, and a new Vice President will be elected.

In addition, the duties of the Board President may be delegated by the Board to the Vice President if the President is temporarily unable or unwilling to carry out the duties required. When the Vice President is not available, the position shall be assumed by the member with the longest continuous seniority on the Board. However, if the Vice President of the Board is unable or unwilling to fulfill or complete the term of office, the Board of Directors shall re-elect a new Vice President when the current Vice President steps down or resigns.

The Vice President will take an active role in Board decisions by discussing and voting on each motion before the Board in the same manner as other Board members. The Vice President shall be entitled to vote on all matters that come before the Board. The Vice President may accept control of the meeting from the Board President when the President wishes to make or second a motion.

Legal Reference: Iowa Code §§ 279.5

Approved: 10-11-04
Revised: 01-26-09
06-28-10
04-27-15
11-18-19

Sale or Disposal of District Property

Whenever the Superintendent/designee determines that District-owned property is no longer useful to the District, the decision shall be communicated to the Manager of Purchasing who will be responsible for disposition.

The sale or disposal of obsolete or surplus property with an estimated unit value ~~less of no more than~~ **five one** thousand dollars (\$~~5~~,000) shall require the approval of the Manager of Purchasing. However, the sale or disposal of property with a unit value ~~at or above of over one~~ **five** thousand dollars (\$~~5~~,000) shall require the approval of the Superintendent's Cabinet.

The sale or disposal of obsolete or surplus property (with a unit value at or below \$5,000) will be accomplished by sale at public auction, other sale arranged by the Manager of Purchasing, or donations to charitable organizations.

The sale or disposal of any real property or other property with a unit value exceeding \$25,000 shall require approval by the Board of Education. Disposition of such **real** property shall follow the rules as set forth in Chapter 297.22 Code of Iowa, including a public hearing.

Material or supplies stocked by the district may be sold to local education agencies, other tax-levying agencies, and local non-profit private education agencies with the approval of the Manager of Purchasing.

Disposal of any district property through public auction or other arranged sale shall be published by at least one public notice insertion each week for two consecutive weeks in a newspaper having general circulation in the district. Disposition of property shall be published by at least one insertion in a newspaper having general circulation in the district.

All monies received from the sale of District property shall be deposited into the appropriate District Fund as required by Iowa Code. Under certain conditions, revenue from the sale of District property may be returned to originator's authorized District budget. The conditions are as follows:

- A request must be made to the Manager of Purchasing
- The sales value of the item(s) must equal or exceed \$500
- The original funding source can be identified

Code of Iowa: Chapter 297.22

Approved: 06-12-78
Revised: 07-13-81
 12-13-82
Reviewed: 08-28-89
Revised: 09-11-89
 08-24-92
 05-19-97
 01-11-99
Reviewed: 07-14-03
Revised: 03-10-08
 01-13-14
 08-25-14
 07-13-15
 04-08-19

Purchasing – Bidding, Proposal and Quotation Procedures

When the purchase of an item(s) requires a quote or bid/proposal, the purchase will be made from the lowest responsive and responsible bidder based upon total cost considerations including, but not limited to, the cost of the goods and services being purchased, availability of service and/or repair, delivery date and other factors deemed relevant.

The Board and the superintendent/designee will have the right to reject any or all bids/proposals, or any part thereof, and to re-advertise if necessary. The Board will enter into such contract or contracts as deemed in the best interests of the District.

The superintendent/designee will coordinate and combine purchases with other governmental bodies to take advantage of volume price breaks. Joint purchases with other political subdivisions will be encouraged. Where appropriate, the Purchasing Department will utilize publicly-bid purchasing consortiums. This procedure does not apply to curriculum adoptions or special adaptive equipment for specific individual student needs. (See bullet #6)

Bidding, proposals and quotations procedures based upon individual and combined acquisition cost(s) will apply to all District purchases as follows:

1. Single Item value under ~~\$500,250~~
 - a. No Quote (bids) required
 - b. Purchasing Register/Notice to the Board of Education not required
2. Total Purchase Between ~~\$500,250~~ and ~~\$4,999,250~~
 - a. Quote (bids) at the discretion of Purchasing Manager
 - b. Purchasing Register/Notice to the Board of Education not required
3. Total Purchase Between ~~\$5,000,250~~ and ~~\$234,999~~
 - a. Multiple quotes (bids) required
 - b. Purchasing Register/Notice to the Board of Education not required
4. Total Purchase ~~\$235,000~~ & over
 - a. A Purchasing Register will be submitted to the Board of Education prior to solicitation of the District's intent to purchase.
 - b. Multiple quotes (bids) are required
 - c. Public Notice is recommended
 - d. Purchasing Manager coordinates Tabulation and/or Award of Contracts to the Board of Education for notification and consideration of final approval.
5. Purchasing procedures for construction contracts are outlined in (Regulation 802.4 Bidding and Awarding of Construction Contracts)
6. Sole Source Purchases, including Curriculum Adoptions
* See specific procedures below
7. Unexpected Circumstances
In the event of an unexpected circumstance(s) that would cause a material disruption to District programs or services, the provisions of this procedure with reference to Board notification may be waived. Board notification will be required at the next scheduled Board meeting.

***Sole Source**

A sole source item is described as an item with only a single supplier. Many times requesters send requests for sole source purchases that describe an item made only by one manufacturer, however the item is distributed and readily available from many different suppliers. So it does not qualify for sole source. It has a sole manufacturer, but not a sole supplier. As long as there is more than one potential bidder or offer for the property item, there is no justification for a sole source determination.

Examples of circumstances which could necessitate a sole source purchase are:

- Where the compatibility of equipment, components, accessories, computer software, replacement parts or service is the paramount consideration.
- Where a sole supplier's item is needed for trial use or testing.
- Purchase of mass produced movie or video films or written publications distributed or sold primarily by the publisher.
- Purchase of property for which it is determined there is no functional equivalent.

Specific Concern: Curriculum Adoptions

Instructional materials for classroom use, as reviewed by the designated curriculum committees, include a variety of materials, such as textbooks, additional supportive items and licensing. Specific products are usually only available through the specific publisher. While each publisher is the sole manufacturer and sole source for the products and services, additional publishers have their own offerings. A review of the available curriculum from appropriate publishers will be done by the review committees. District curriculum committees will review available material from publishers and the Board will be apprised of major adoptions.

Determination

The determination as to whether an acquisition shall be made as a sole source will be made in conjunction with Purchasing. In cases of reasonable doubt, competition should be solicited.

Negotiation in Sole Source Purchases

Even though there is only a single source for an item or service, there are issues that can be negotiated. Areas for review are cost of the product, items that are at no cost, both products and services, delivery timelines, packaging options, service hours, service levels, set service costs and contract terms to name a few. Purchasing shall conduct negotiations, as appropriate.

Legal Reference: Iowa Code §§ 23A; 26; 28E; 72.3; 73; 73A; 285; 297; 301.

Cross Reference: Regulation 802.4

Approved: 06-08-09
Revised: 01-13-14
01-25-16
06-12-17
Reviewed: 02-14-2022

Financial Reports

Monthly Reports:

The Board Secretary will work with the Board Treasurer to file monthly financial reports with the Board of Education detailing important financial information for the period including: receipts and disbursements, expenditures and revenues, ending fund balances, cash and investment balances, and the estimate end of fiscal year unspent balance of the General Fund.

The sequence of the monthly financial reports for Board approval at the monthly Board of Education regular business meeting will be as follows:

- Approval of Claims and Inter-fund Transfers
- Statement of Receipts, Disbursements and Cash Balances
 - Quarterly – Audit Committee Review of Selected Local Revenue Accounts
 - Quarterly –Book Fee Collection Report
- Investments Report
- ~~Activity Fund Financial Reports~~
- Budget Summary of Revenues and Expenditures
- ~~Food and Nutrition Financial Statements~~
- ~~Unspent Balance Report~~

Semi-Annual Reports

- *Unspent Balance Report*

Annual Reports

Local Education Agency-Certified Annual Report (LEA-CAR): The Manager of Accounting will upload the District chart of accounts to the Director of the Department of Education by the deadline established by the Department of Education. Highlights of this information will be provided to the Board of Education at its annual organizational meeting.

~~Comprehensive~~ Annual *Comprehensive* Financial Report (CACFR)

The Board Treasurer will provide the Board with a copy of the ~~Comprehensive~~ Annual *Comprehensive* Financial Report for approval and it will be reviewed by the District Audit Committee.

Code of Iowa: Chapter 291.7, 291.10, 291.14, 279.33

Approved: 03-27-78
Reviewed: 09-11-89
Revised: 08-24-92
03-24-97
01-11-99
08-25-03
03-10-08
01-13-14
02-14-19

Reviewed with no recommended revisions Regulation 703.4

Warehouse Inventory

A perpetual inventory of all centrally-stocked Warehouse consumable items will be maintained, and a cycle count of inventory will be taken at least once per year to ensure the accuracy of inventory records. Inventory adjustments in excess of ten thousand dollars (\$10,000) will be submitted to the Superintendent/designee for action. Annually, the Board of Directors will receive a report on inventory adjustments in excess of twenty-five thousand dollars (\$25,000).

Approved: 06-12-78
Reviewed: 08-28-89
Revised: 09-11-89
08-24-92
05-19-97
01-11-99
Reviewed: 07-14-03
Revised: 03-10-08
05-10-10
01-13-14
Reviewed: 02-14-19

Guidelines Governing Expense Reimbursement

Employee Reimbursements

The procurement of all supplies, equipment and services will be initiated by the issuance of an official purchase order signed by the Purchasing Manager or via a District issued Purchasing Card (P-Card or Instant-Card). Only those supplies, equipment and services procured by formal contract will be exempt. This means that no employee is authorized to purchase or charge a district account without a purchase order. The district is not obligated to pay for purchases made without a purchase order. Unauthorized purchases made by any employee without a signed purchase order will be that person's personal responsibility.

Travel Expenditures

MEALS

Meal reimbursement will be handled on a cash per diem basis and requires an overnight stay. A meal reimbursement amount is determined using the following "cash per diem" set rate per meal. No receipt or proof of purchase is required. No meal per diem is allowed if a meal is provided at the conference or hotel.

	Breakfast	Lunch	Dinner	Full Day
Travel Meal Per Diem Amount	\$10 15	\$15 20	\$20 25	\$45 60

Meal Reimbursement eligibility is based on the departure from an employee's home or District assignment and the return time as followed:

Travel Day	Departure Time/Return Time	Eligible Meal Reimbursement
Departure Day	Leave prior to 8:00 am	Breakfast, Lunch, and Dinner
Departure Day	Leave between 8:00 am & 1:00 pm	Lunch and Dinner
Departure Day	Leave after 1:00 pm	Dinner
Return Day	Return prior to 11:00 am	Breakfast
Return Day	Return between 11:00 am & 6:00 pm	Breakfast and Lunch
Return Day	Return after 6:00 pm	Breakfast, Lunch and Dinner

HOTEL

The single occupancy rate will be approved. CRCSD will reimburse only for the time spent during attendance at this meeting. Hotel receipts/bills must be attached to the expense form. ~~If traveling together, double occupancy is encouraged when feasible and appropriate.~~ ***If the "Per night" rate for a hotel room is more than \$200, you need to have 2 quotes to ensure the lowest price is chosen.***

TRANSPORTATION

The mode of transportation selected for travel should be at the most reasonable rate and be the most cost efficient available.

TAXIS, LIMOS, BUSES, ***RIDESHARE (UBER, LYFT, etc)***

Itemized receipts are required. Reasonable and customary charges will be reimbursed. Any unusual expenses should be explained.

PLANE/TRAIN

Travelers should arrange for the most economical airfare/train fare available. The District will pay only coach fare. Travel insurance is allowed on a case by case basis as approved by the employee's immediate supervisor. Receipts and ticket stubs must be attached to the on-line expense reimbursement request. Employees may be held responsible for any incurred costs for cancellation or change in itinerary, evaluated on a case by case basis by the employee's immediate supervisor.

AUTOMOBILE

The District will reimburse travelers for use of personal vehicles at the prevailing IRS standard rate for business miles for the actual number of miles driven for business purposes. The total amount of the mileage reimbursement claimed should not exceed the cost of coach airfare. Car-pooling is encouraged when possible.

The mileage rate will be updated once per year at the beginning of the fiscal year (July) based on the IRS mileage rate.

REGISTRATION

Attach itemized receipts for registration paid by traveler.

OTHER AUTHORIZED EXPENDITURES

Itemized receipts are required. Rental cars (Rental Insurance is not necessary), baggage fees, parking, and miscellaneous items should be included.

OUT-OF-COUNTRY TRAVEL

For out-of-country travel, expenses should be converted to U.S. Dollars and proof of exchange rate should be provided with the expense form.

UNAUTHORIZED EXPENSES

Personal items such as alcoholic beverages, entertainment, personal telephone calls, ***optional seat selection that incurs charges, seat upgrades, oversized baggage, valet parking, high-speed internet*** or laundry, dry cleaning and pressing are not authorized expenses and therefore will not be reimbursed. If you use a District purchasing card and charge unauthorized expenses, you are personally responsible for those expenses. Employees who fail to provide the Accounting Department all necessary paperwork in a timely fashion, will be personally responsible for any late payment fees or finance charges assessed.

USE OF DISTRICT PURCHASING CARD

Use of District purchasing cards to pay for expenditures not specifically related to official school business shall be deemed personal expenditures and are strictly prohibited. There may be instances where separating personal expenditures from approved District expenditures on a vendor-merchant invoice is not possible. In those instances, personal expenditures shall be reimbursed to the District immediately. Employees who fail to provide the Accounting Department all necessary paperwork in a timely fashion, will be personally responsible for any late payment fees or finance charge assessed.

DISTRICT METHOD OF PAYMENT TO EMPLOYEE

District reimbursement of travel expenses under this regulation shall ~~be either in the form of a paper check or~~ by direct deposit into the employee's payroll bank account of record.

DISTRICT DEADLINES FOR EXPENSE REIMBURSEMENTS

Employees requesting reimbursement of expenses shall submit a timely request. Failure to meet the following deadlines will result in non-reimbursement of expenses.

January 1 through June 30th are due no later than July 20th

July 1 through December 31st are due not later than January 20th

Iowa Constitution, Art. III, § 31
Iowa Code §§ 70A.9-.11
1980 Op. Att'y Gen. 512

Approved: 10-10-94
Reviewed: 07-15-96
Revised: 01-11-99
08-25-03
09-13-04
03-12-07
03-10-08
02-14-11
01-13-14
Revised: 02-25-19

CONSENT AGENDA

BA-23-284 Award of Contract – New Elementary at Arthur Elementary School Site Project - Food Service Equipment (Jon Galbraith/Chris Gates)

Exhibit: BA-23-284.1-3

Action Item

Pertinent Fact(s):

1. The project consists of new food service equipment for the New Elementary School on the Arthur Elementary School site and the source of funding is the Secure an Advanced Vision for Education Fund (SAVE).
2. The low bidder for the food service equipment at the New Elementary School on the Arthur Elementary School site is Rapids Contract and Design.

Recommendation:

It is recommended that the Board of Education Award a Contract to the low bidder, Rapids Contract and Design, for the New Elementary School at Arthur Elementary School Site Project - Food Service Equipment.



Cedar Rapids

200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines

100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City

24 ½ S. Clinton Street Ste. 1
Iowa City, Iowa 52240
(319) 363-6018

Madison

301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

opnarchitects.com

January 16, 2023

Mr. Jon Galbraith
Director of Operations
Cedar Rapids Community School District
2500 Edgewood Road NW
Cedar Rapids, IA 52405

RE: Probable Cost of Kitchen Equipment at New Elementary at the Arthur Site

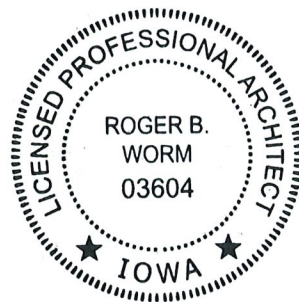
Dear Jon:

In accordance with Iowa Code 38.3(2), the total probable cost of labor, materials, equipment, and supplies (excluding architectural & engineering design and construction services) for the above-mentioned project is as follows:

Total Estimated Cost of Construction: \$400,000.00

Respectfully,

Roger B. Worm, AIA
OPN Architects, Inc.



I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge. I am a duly licensed architect under the laws of the State of Iowa.

Name: Roger B. Worm
Discipline: Architecture
License Renewal Date: 06.30.2023
Issue Date: 1.24.2023

Sheets of pages covered by this seal: ALL

Signature: _____

A handwritten signature in blue ink, appearing to read 'Roger B. Worm', written over a horizontal line.

Copy: Chris Gates
Joseph M. Tursi, OPN

NEW ELEMENTARY AT ARTHUR SITE BID TABULATION

Owner: Cedar Rapids Community School District			Project No.: 22219000		
Project Name: New Elementary at Arthur Site - Food Service Package			Bid Date: 16-Feb-23		
Location: ELSC 2500 Edgewood Road NW			Bid Time: 2:00 PM (Local Time)		
Bidders Name			Rapids Contract and Design		
Address			6201 S Gateway Drive Marion, IA 52302		
Bid Security: Included / Separate Envelope			5%		
Addendum No. 1 Acknowledgment			X		
Addendum No. 2 Acknowledgment			X		
Bidder Status Form			X		
Authorization to Transact Business Wk Sheet			X		
Non-Collusion Affidavit			X		
Item	Description	Quantity			
BASE BID		Lump Sum	\$478,171		
BONDING	COST FOR PERFORMANCE & PAYMENT BOND IN ADDITION TO BASE BID	Lump Sum	\$3,663		



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(608) 819-0260

opnarchitects.com

February 17, 2023

Jonathan Galbraith, Cedar Rapids Community School District, 2500 Edgewood Road NW,
Cedar Rapids, Iowa 52405

RE: Bid Recommendation for Trailside Elementary (22219000)

Jon: We are pleased to report the results of bidding for Trailside Elementary. On Thursday, February 16, we received four bids for the project. You can review the specifics of the bid results on the attached Bid Tab.

After review of the bids, we recommend that the Board of Education accept the following bid from Larson Construction Inc.:

Base Bid..... \$ 29,195,000.00

Alternate #1 (Underground Detention Basin)..... \$ 258,000.00

For further consideration, we also received one bid for the Kitchen Equipment Package. We recommend the Board accept the following bid from Rapids Food Service:

Base Bid..... \$ 481,834.00

It is OPN's recommendation the Board accept the above project costs for the below total construction cost.

Total..... \$ 29,934,834.00

Upon direction from the Cedar Rapids CSD, OPN will prepare letters to proceed for Larson Construction Inc and Rapids Food Service. Upon direction from the Board of Education, OPN will prepare contracts between the School District, Larson Construction Inc and Rapids Food Service.

Thank you for the opportunity to partner with the Cedar Rapids Community School District.

OPN ARCHITECTS

Roger B. Worm, AIA
Principal

Attachments: Bid Tabulation

cc: Art Sathoff, Interim Superintendent
Karla Hogan, Executive Director Business Services
file

CONSENT AGENDA

**BA-23-285 Award of Contract – New Elementary at Arthur Elementary School Site Project
(Jon Galbraith/Chris Gates)**

Exhibit: BA-23-285.1-3

Action Item

Pertinent Fact(s):

1. The project consists of building a new elementary school at the Arthur Elementary School Site and the source of funding is the Secure an Advanced Vision for Education Fund (SAVE).
2. The low bidder for the New Elementary at Arthur Elementary School Site Project is Larson Construction Co., Inc., and includes Alternate #1 for the detention basin.

Recommendation:

It is recommended that the Board of Education Award a Contract to the low bidder, Larson Construction Co., Inc., for the New Elementary School at Arthur Elementary School Site Project.



Cedar Rapids

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(608) 819-0260

opnarchitects.com

January 16, 2023

Mr. Jon Galbraith
Director of Operations
Cedar Rapids Community School District
2500 Edgewood Road NW
Cedar Rapids, IA 52405

RE: Probable Cost of New Elementary at the Arthur Site

Dear Jon:

In accordance with Iowa Code 38.3(2), the total probable cost of labor, materials, equipment, and supplies (excluding architectural & engineering design and construction services) for the above-mentioned project is as follows:

Total Estimated Cost of Construction: \$28,700,000.00

Respectfully,

Roger B. Worm, AIA
OPN Architects, Inc.



I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge. I am a duly licensed architect under the laws of the State of Iowa.

Name: Roger B. Worm
Discipline: Architecture
License Renewal Date: 06.30.2023
Issue Date: 1.24.2023

Sheets of pages covered by this seal: ALL

Signature: _____

A handwritten signature in blue ink that reads 'Roger B. Worm'.

Copy: Chris Gates
Joseph M. Tursi, OPN

NEW ELEMENTARY AT ARTHUR SITE BID TABULATION

Owner: Cedar Rapids Community School District			Project No.: 22219000			
Project Name: New Elementary at Arthur Site			Bid Date: 16-Feb-23			
Location: ELSC 2500 Edgewood Road NW			Bid Time: 2:00 PM (Local Time)			
Bidders Name			Knutson Construction	Garling Construction Inc.	City Construction Newco LLC dba City Construction	Larson Construction Co., Inc.
Address			2351 Scott Blvd. SE Iowa City, IA 52240	1120 11th Street Belle Plaine, IA 52208	2346 Mormon Trek Blvd Suite 2500 Iowa City, IA 52245	600 17th Street SE PO Box 112 Independence, IA 50644
Bid Security: Included / Separate Envelope			5%	5%	5%	5%
Addendum No. 1 Acknowledgment			X	X	X	X
Addendum No. 2 Acknowledgment			X	X	X	X
Bidder Status Form			X	X	X	X
Authorization to Transact Business Wk Sheet			X	X	X	X
Non-Collusion Affidavit			X	X	X	X
Item	Description	Quantity				
BASE BID		Lump Sum	\$31,400,000	\$29,750,000	\$30,402,200	\$29,195,000
ALT #1	UNDERGROUND DETENTION BASIN	Lump Sum	\$310,000	\$296,000	\$281,000	\$258,000



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February 17, 2023

Jonathan Galbraith, Cedar Rapids Community School District, 2500 Edgewood Road NW,
Cedar Rapids, Iowa 52405

RE: Bid Recommendation for Trailside Elementary (22219000)

Jon: We are pleased to report the results of bidding for Trailside Elementary. On Thursday, February 16, we received four bids for the project. You can review the specifics of the bid results on the attached Bid Tab.

After review of the bids, we recommend that the Board of Education accept the following bid from Larson Construction Inc.:

Base Bid..... \$ 29,195,000.00

Alternate #1 (Underground Detention Basin)..... \$ 258,000.00

For further consideration, we also received one bid for the Kitchen Equipment Package. We recommend the Board accept the following bid from Rapids Food Service:

Base Bid..... \$ 481,834.00

It is OPN's recommendation the Board accept the above project costs for the below total construction cost.

Total..... \$ 29,934,834.00

Upon direction from the Cedar Rapids CSD, OPN will prepare letters to proceed for Larson Construction Inc and Rapids Food Service. Upon direction from the Board of Education, OPN will prepare contracts between the School District, Larson Construction Inc and Rapids Food Service.

Thank you for the opportunity to partner with the Cedar Rapids Community School District.

OPN ARCHITECTS

Roger B. Worm, AIA
Principal

Attachments: Bid Tabulation

cc: Art Sathoff, Interim Superintendent
Karla Hogan, Executive Director Business Services
file

CONSENT AGENDA

BA-23-286 Approval - School Fees - 2023-2024 School Year (Nicole Kooiker)

Exhibit: BA-23-286.1

Action Item

Pertinent Fact(s):

1. School Districts are allowed to charge book fees for textbooks, electronic textbooks, supplementary instructional materials, and consumable materials which convey information to the student or otherwise contribute to the learning process. (Board Regulation 701.3 and the Code of Iowa 301.1).
2. The Administration is recommending no increase to the school fees for the 2023-2024 School Year.

Recommendation:

It is recommended that the Board of Education approve the School Fees for the 2023-2024 School Year as recommended by the administration.



BOARD APPROVED:

CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT 2023-2024 FEE SCHEDULE

I Elementary School (Pre-School/Special Ed/AK- GR 5 - Book Fees * * * * *)	2023-2024 FEE		2023-2024 REFUND	
	Full	Reduced Lunch	Full	Reduced Lunch
A. Full-Day				
(Enrolling First Quarter)	\$31.00	\$19.00	\$16.00	\$9.00
(Enrolling Second Quarter)	\$23.00	\$14.00	\$0.00	\$0.00
(Enrolling Third Quarter)	\$16.00	\$10.00	\$0.00	\$0.00
(Enrolling Fourth Quarter)	\$8.00	\$5.00	\$0.00	\$0.00
B. Pre-School (Early Learning)	\$17.00	\$10.00	\$8.00	\$0.00

II Middle School - Book Fees * * * * *	2023-2024 FEE		2023-2024 REFUND	
	Full	Reduced Lunch	Full	Reduced Lunch
(Enrolling First Quarter)	\$57.00	\$36.00	\$29.00	\$19.00
(Enrolling Second Quarter)	\$43.00	\$27.00	\$0.00	\$0.00
(Enrolling Third Quarter)	\$29.00	\$18.00	\$0.00	\$0.00
(Enrolling Fourth Quarter)	\$14.00	\$9.00	\$0.00	\$0.00

All students will pay for lost items as follows: Towels / Locks - Per Building

III High School - Books Fees * * * * *	2023-2024 FEE		2023-2024 REFUND	
	Full	Reduced Lunch	Full	Reduced Lunch
(Enrolling First Quarter)	\$96.00	\$59.00	\$48.00	\$30.00
(Enrolling Second Quarter)	\$72.00	\$44.00	\$0.00	\$0.00
(Enrolling Third Quarter)	\$48.00	\$30.00	\$0.00	\$0.00
(Enrolling Fourth Quarter)	\$24.00	\$15.00	\$0.00	\$0.00

All students will pay for lost items as follows: Towels / Locks - Per Building

IV Driver's Education	2023-2024 FEE	
	Full	Reduced Lunch
Driver's Education	\$400.00	\$240.00

V Middle and High School - Athletics
Schools may charge a minimal fee for towels and locks used or issued for athletic participation

VI Instrumental Rental	2023-2024 FEE		
	Full	Reduced Lunch	Free Lunch
Each instrument - 12 months	\$75.00	\$45.00	\$25.00
Second instrument (special cases only)	\$30.00	\$25.00	\$20.00
Each instrument (3 summer months)	\$30.00	\$25.00	\$20.00
Percussion (players pay one fee)	\$30.00	\$15.00	\$5.00

* Book Fees include: textbooks, electronic textbooks, supplementary instructional materials, and consumable materials which convey information to the student or otherwise contribute to the learning process

** Fees under Items I, II, and III also apply to students with disabilities in special education classes

*** Shared-time, Dual enrolled, Foreign exchange and I-20 students are not included when collecting fees

CONSENT AGENDA

**BA-23-287 Preliminary Approval - Kennedy High School - ADA Locker Room Upgrade Project
(Ben Merta)**

Exhibit: BA-23-287.1

Action Item

Pertinent Fact(s):

1. The Administration herewith submit specification, and form of contract for Cedar Rapids Community School District - Kennedy High School - ADA Locker Room Upgrades Project.
2. Schedule leading to award of contract:

Notice to Bidders	Publish	March 1, 2023
Receive Bids	2:30pm	March 16, 2023
Notice of Public Hearing	Publish	March 22, 2023
Hold Public Hearing		March 27, 2023
Award Contract		March 27, 2023
3. The project consists of ADA upgrades to the locker room at Kennedy High School. The Architect's estimate for construction is \$1,625,000 and the funding source for the project is Physical Plant and Equipment Levy (PPEL).

Recommendation:

It is recommended that the Board of Education approve the Preliminary Documents and Schedule for the Cedar Rapids Community School District - Kennedy High School - ADA Locker Room Upgrade Project.



February 21, 2023

Mr. Chris Gates
Building and Grounds Manager
Cedar Rapids Community School District
2500 Edgewood Road NW
Cedar Rapids, IA 52405

RE: Probable Cost of CRCSD 2023-24 Locker Room ADA Upgrades – Kennedy High School

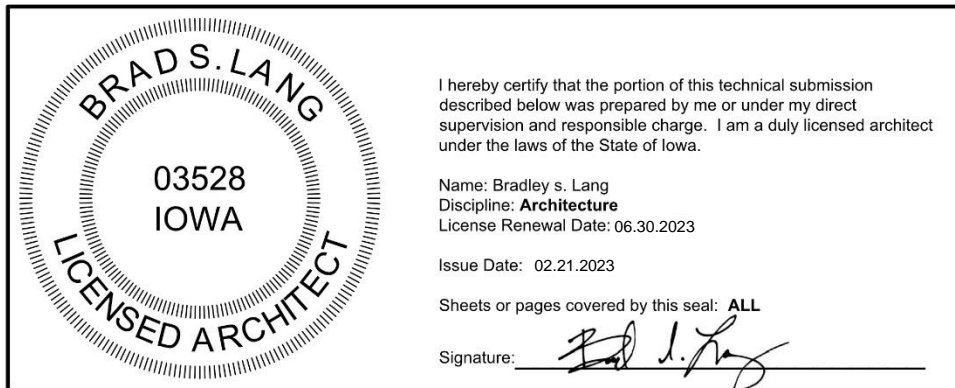
Dear Chris:

In accordance with Iowa Code 38.3(2), the total probable cost of labor, materials, equipment, and supplies (excluding architectural & engineering design and construction services) for the above-mentioned project is as follows:

Total Estimated Cost of Construction: \$1,625,000.00

Respectfully,

Bradley s. Lang, AIA
Solum Lang Architects



*The Architect, as a design professional familiar with the construction industry, has prepared the Opinion of Probable Construction Costs. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment, over the Contractor's method of determining bid prices, or over competitive bidding, market, or negotiation conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Opinion of Probable Construction Costs.

CONSENT AGENDA

**BA-23-288 Tabulation – Wireless Controllers - 2022-2023 School Year
(Jeff Lucas/Blake Wedel/Carissa Jenkins)**

Exhibit: BA-23-288.1

Action Item

Pertinent Fact(s):

1. CRCSD's wireless access points are managed through 3 wireless controllers allowing for quicker & easier deployments and troubleshooting. The current contract will expire on June 30, 2023.
2. CRCSD requested bids for 3 wireless controllers & support to replace the current controllers. Four proposals were received and evaluated.
3. CRCSD has an opportunity to be reimbursed up to 80% of the cost of the purchase through the Federal Communication Commission's (FCC) E-Rate program.

Recommendation:

It is recommended that the Board of Education approve the Tabulation - Wireless Controllers for the 2022-2023 School Year and award the bid to Aercor, Inc.

Bid # 1223 Wireless Controllers

Vendor	Unit Price	Total
Aercor	\$7,531.65	\$22,594.95
Aita Technologies	\$8,003.87	\$24,011.61
Solvix	\$8,285.03	\$24,855.08
Telesource Services	\$8,330.27	\$24,990.81

We have worked straight with Aercor my times in the past and have always been pleased who the customer service they provide. There bid was very competitive coming in as the lowest. Because we already have a strong working relationship with them we we are requesting the approval to move forward with this purchase.

CONSENT AGENDA

BA-23-289 Tabulation - Internet - 2022-2023 School Year (Jeff Lucas/Blake Wedel/Carissa Jenkins)

Exhibit: BA-23-289.1

Action Item

Pertinent Fact(s):

1. The current internet connection contract will expire June 30, 2023. CRCSD is searching for a reliable Internet Connection that will continue to offer a modern learning environment and allow our support services departments to operate efficiently.
2. CRCSD requested bids for the 2022-2023 School Year. Four proposals were received and evaluated.
3. CRCSD has an opportunity to be reimbursed up to 80% of the cost of the purchase through the Federal Communication Commission's (FCC) E-Rate program.

Recommendation:

It is recommended that the Board of Education approve the Tabulation - Internet for the 2022-2023 School Year and award the bid to Mediacom Communications Corporation.

CONSENT AGENDA

**BA-23-290 Tabulation – Session Initiation Protocol (SIP) Connection - 2022-2023 School Year
(Jeff Lucas/Blake Wedel/Carissa Jenkins)**

Exhibit: BA-23-290.1

Action Item

Pertinent Fact(s):

1. CRCSD uses a SIP connection that allows our Voice Over Internet Protocol (VoIP) Phones to make outgoing phone calls. The current SIP contract will expire on June 30, 2023.
2. CRCSD requested bids for the 2022-2023 School Year. Four proposals were received and evaluated.
3. CRCSD has an opportunity to be reimbursed up to 80% of the cost of the purchase through the Federal Communication Commission's (FCC) E-Rate program.

Recommendation:

It is recommended that the Board of Education approve the Tabulation - Session Initiation Protocol (SIP) Connection for the 2022-2023 School Year and award the bid to ImOn Communications, LLC

Bid # 1221 SIP						
Vendor	SIP Service @ ELSC	SIP Service @ Involta	E911	DIDs	Long Distance	Total
ImOn	\$450.00	\$450.00	\$38.00	\$0.00	\$0.00	\$938.00
Blank Point Comm	\$2,000.00	\$2,000.00	\$266.00	\$7,363.00	\$0.00	\$11,629.00
Aureon	\$1,040.00	\$1,040.00	\$0.00	\$666.00	\$276.00	\$3,022.00
ENA Services	\$1,200.00	\$0.00	\$0.00	\$900.00	\$0.00	\$2,100.00
<p>ImOn bid is the lowest and we currently use their SIP trunk allowing us to have very minimal setup to continue using their services.</p>						

CONSENT AGENDA

**BA-23-291 Tabulation - High School & Middle School Access Points - 2022-2023 School Year
(Jeff Lucas/Blake Wedel/Carissa Jenkins)**

Exhibit: BA-23-291.1

Action Item

Pertinent Fact(s):

1. WiFi is extensively used throughout the CRCSD 1 to 1 learning environment. The current Access Points in the High Schools & Middle Schools use a lower standard set of protocols than what our newer laptops & Chromebooks offer. By purchasing newer Access Points, the staff & student devices will operate more efficiently.
2. CRCSD requested bids for the 2022-2023 School Year. Eight proposals were received and evaluated.
3. CRCSD has an opportunity to be reimbursed up to 80% of the cost of the purchase through the Federal Communication Commission's (FCC) E-Rate program.

Recommendation:

It is recommended that the Board of Education approve the Tabulation - High School & Middle School Access Points for the 2022-2023 School Year and award the bid to Aercor, Inc.

Bid # 1224 Access Points

	Vendor	Unit Price	Total
	Aercor	\$694.60	\$173,650.00
	Sterling	\$718.59	\$179,647.50
	IP Networks	\$760.00 + \$225.00	\$246,250.00
	Aita Technologies	\$1,010.95	\$252,737.50
	CMS	\$1,080.00	\$270,000.00
	Aercor	\$1,149.60	\$287,400.00
	Telesource Services	\$1,345.32	\$336,330.00
	Solvix	\$2,616.80	\$654,200.00

Aercor put in a strong competitieve bid & we have worked with them a lot in the past.

LEARNING & LEADERSHIP

BA-23-292 City View Community High School - Update (Adam Zimmerman)

Exhibit: BA-23-292.1-22

Information Item

Strategic Plan/Focus Areas

- Culture
- Student Learning
- Workforce
- Systems and Resources

Pertinent Fact(s):

The administration and guests will provide an update on City View Community High School, including the continued focus on programming and opportunities for CRCSD students and the announcement of location.

CRCSD FUTURE READY MAGNET SCHOOLS: CITY VIEW COMMUNITY HIGH



AGENDA

1. Future Ready Magnet Schools Program: Goals and Vision
2. City View Concept Review and Updates
 - a. Enrollment
 - b. Funding
 - c. Community Partnerships
 - d. Location

FIVE YEAR STRATEGIC PLAN SYSTEM INDICATORS:

EQUITY

By June 2022, CRCSD will reduce gaps in reading and math across all student demographic groups (ELL, IEP, race) by 20%.
From 18-19 **37.8%** → 2022 **30.2%**
average gap

PROFICIENCY

By June 22 2022, at least 80% of students will score proficient or advanced on ISAP.
From 18-19 **64.5%** → 2022 **80%**
average proficiency

GRADUATION RATE

By June 2022, CRCSD will increase graduation rate by 10%.
From 2017 4 year **83.5%** → 2022 **93.5%**
5 year **86.4%** → 2022 **96.4%**

FOCUS AREAS:

CULTURE

PURPOSE:

Provide a safe, supportive, collaborative culture in which diversity of every learner is valued and embraced

MEASURES:

- Intercultural Development Inventory (IDI) Continuum Data
- High Reliability Schools (HRS) Survey Data
- Every Student Succeeds Act (ESSA)--Conditions for Learning Survey Data
- Family Engagement Data

STRATEGIES:

- Diversity, Equity, and Inclusion Plan
- Intercultural Development Plan
- High Reliability Schools (HRS), Level 1 Implementation and School Improvement Plans (SIP)
- Family Engagement Strategic Plan
- Magnet Schools and Innovative Programs Plan

STUDENT LEARNING

PURPOSE:

Ensure high quality instruction which fosters and inspires academic, social, and emotional learning and growth to meet the needs of every student

MEASURES:

- Formative Assessment System for Teachers (FAST) -- Benchmark and Growth
- Future Ready Pathway Course Enrollment Data
- Profile of a Graduate Rubric Measures
- i ready

STRATEGIES:

- Academic Road Map Strategic Plan (HRS Levels 1-4)
- Profile of a Graduate Implementation Plan
- School Improvement Plans
- New Art and Science of Teaching Instructional Framework Aligned to Individual Professional Development Plans
- Magnet Schools and Innovative Programs Plan

WORKFORCE

PURPOSE:

Engage and empower a talented and diverse workforce who supports *Every Learner. Future Ready.*

MEASURES:

- Staff Engagement Survey
- Workforce Demographics
- Professional Growth Dashboard
- Employee Retention

STRATEGIES:

- Diversity, Equity, and Inclusion Plan
- Workforce Recruitment, On-Boarding, and Succession Plan
- Employee Relations Plan
- Benefit Programs Plan
- HR Systems and Plan

SYSTEMS AND RESOURCES

PURPOSE:

Maximize operational systems and prioritize resources based on student needs while maintaining the financial health of the district

MEASURES:

- Systems Completion Milestones
- In-home Internet Access
- School Safety and Security Drills
- Audit Results
- Communications Engagement Data

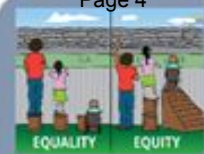
STRATEGIES:

- Technology Strategic Plan
- System Upgrade and Integration for Human Resources and Financial Technology Plan
- Facilities Master Plan (Phase I and Phase II)
- Safety and Security Plan
- Transportation Strategic Plan
- Nutritious and Healthy Meals Implementation Plan
- Communications Strategic Plan

Our Vision: *Every Learner. Future Ready.* Our Mission: To ensure all learners experience a rigorous and personalized learning experience so they have a plan, a pathway and a passion for their future.



Level 5 – Competency-Based Personalized Learning



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T
Y

Grading Rubric	
4	Advanced Know it & apply it
3	Proficient Know it
2	Developing Almost know it
1	Basic Starting to know it

Level 4 – Standards – Based Reporting



Level 3 – Guaranteed and Viable Curriculum



Level 2 – Effective Teaching in Every Classroom



Level 1 – Safe and Collaborative Culture

INNOVATING WITH A PURPOSE.



FEDERAL PURPOSE AND COMMUNITY OF PRACTICE

- **Create integrated schools** - *Prevent* minority group isolation in schools with substantial numbers of minority group students.
- **Create theme-based schools increase student achievement and reduce gaps.**
 - Provide innovative, theme-based learning experiences,
 - They do it effectively, **and** they do it equitably.
- **Build capacity and sustain for the long term** “What can our district learn from this?”

FUTURE READY MAGNET SCHOOLS VISION

Future Ready Magnet Schools Cedar Rapids Community Schools

The Cedar Rapids Community School District (CRCSD) in Cedar Rapids, Iowa is requesting MSAP funding to support the *Future Ready Magnet Schools* project consisting of significant revisions at four existing magnet schools and the development of one new magnet school. All CRCSD magnet schools, current and proposed, are whole-school programs. **Cedar River Academy**, a K-5th grade elementary school, will significantly revise the existing theme of sustainability by adding Museum Studies and will serve an average of 340 students each year. **Johnson STEAM Academy**, a K-5th grade elementary school, will significantly revise the existing theme of STEAM by adding an enhanced focus on the arts and will serve an average of 400 students each year. **Roosevelt Creative Corridor Business Academy**, a 6th-8th grade middle school, will significantly revise the existing theme of business by adding an enhanced focus on leadership through the adoption of *Leader in Me* and will serve an average of 595 students each year. **McKinley STEAM Academy**, a 6th-8th grade middle school, will significantly revise the existing theme of STEAM by adding a medical sciences pathway and an enhanced focus on the arts. McKinley will serve an average of 545 students each year. The **Community Magnet High School (CMHS)**, a 9th-10th grade school, will be created to complete a CRCSD K-12 magnet pipeline with the theme of community. The community-based approach will utilize the experience and strengths students will bring having attended other CRCSD magnet schools in the areas of sustainability, STEAM, and business. Upon completing CMHS, students will have the opportunity to continue their community-based, personalized education at Iowa BIG, an existing CRCSD program serving 11th-12th grade students.

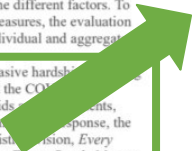
Future Ready Magnet Schools has identified the following four project objectives: (1) To achieve voluntary desegregation and create socioeconomic diversity, *Future Ready Magnet Schools* will prevent MGI and reduce socioeconomic isolation; (2) To increase academic achievement, *Future Ready Magnet Schools* will increase ELA and Math achievement for all students as well as reduce racial and ethnic group gaps; (3) To sustain systemic reforms, *Future Ready Magnet Schools* will build capacity to implement research-based innovative educational methods and practices; (4) To improve the climate of inclusion, *Future Ready Magnet Schools* will increase student, family, and staff sense of belonging.

A project evaluation team will assess, monitor, and evaluate the impacts of the CRCSD *Future Ready Magnet Schools*' project activities using design-based research methods that are directly linked to the activities and outcomes of the project as specified in a project logic model. Within the context of the research study, outcome factors will be considered as individual performance measures for reporting as well as the relationships among the different factors. To inform the research study and ongoing monitoring of the performance measures, the evaluation team will create quantitative and qualitative datasets that will include individual and aggregated data.

Over the past 15 years, CRCSD has endured significant and pervasive hardship including two record-setting floods and a once-in-a-generation derecho event amid the COVID-19 pandemic, that disproportionately impacted the urban core of Cedar Rapids and its residents, resulting in significant human displacement and billions of dollars in damages. In response, the Cedar Rapids community has responded with hope and resilience. The district vision, *Every Learner. Future Ready.*, is a commitment to the Cedar Rapids community. *Future Ready Magnet Schools* will build on this critical commitment and communicate that regardless of circumstance, every student will have a passion, pathway, and plan to achieve their dreams.

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City View

COMMUNITY HIGH SCHOOL

Plan, Pathway...



**Cedar Rapids
Community School District**
Every Learner. Future Ready.

- Nontraditional School Day
 - Community Projects
 - Workshops
 - Classes
 - Job Shadows/Internships

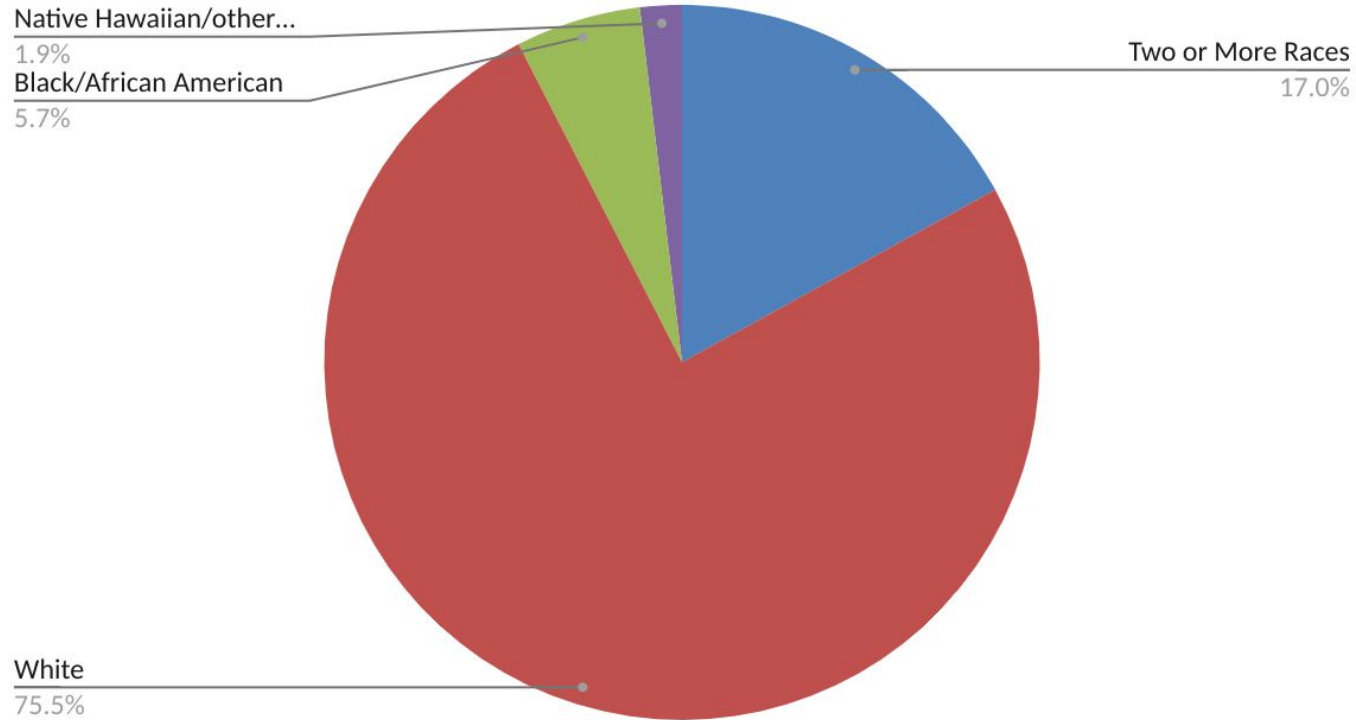
- Graduates will have a defined path
 - Workforce
 - Trades
 - Community College
 - University
 - Other

...Passion

1. Deep dive into **YOUR GOALS**
2. **REAL** work in community
3. Build **NETWORKS**
4. **EXPLORE** your future
5. Move at **YOUR PACE**

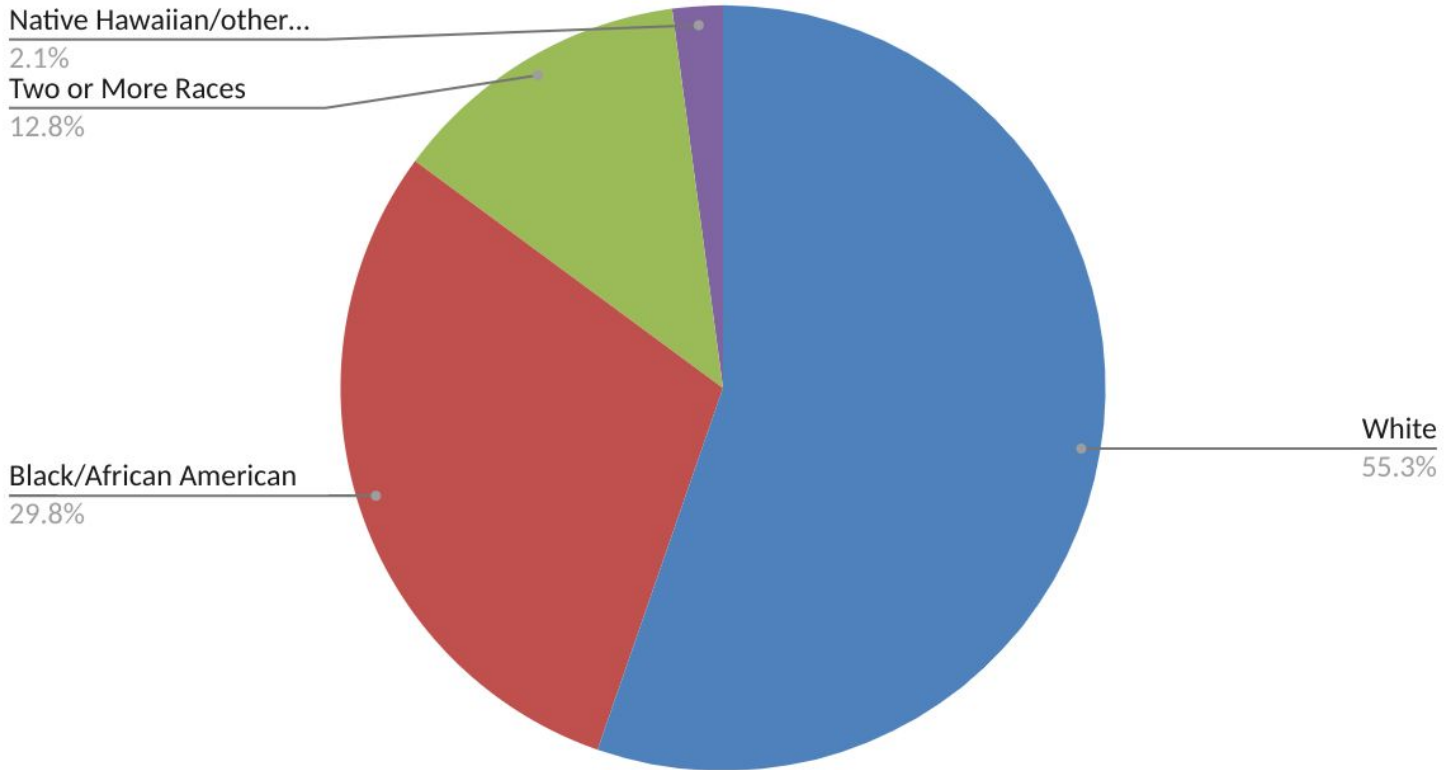


Enrollment Update: 53 Accepted



17% Hispanic; 8 currently students outside of CRCSD

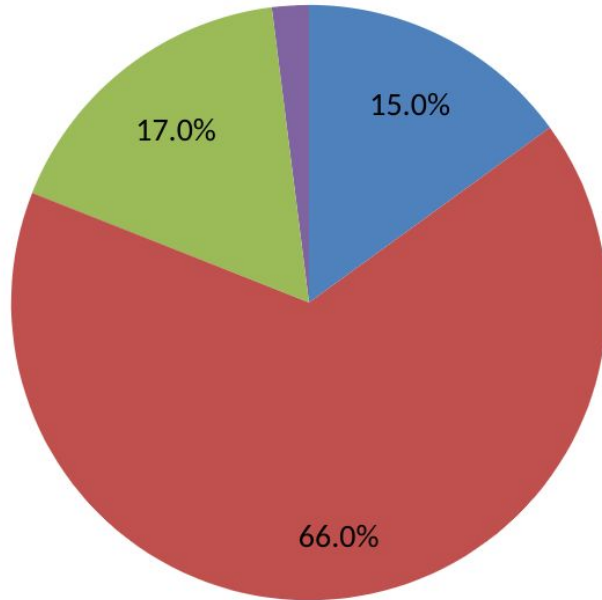
Enrollment Update: 33 New Applicants



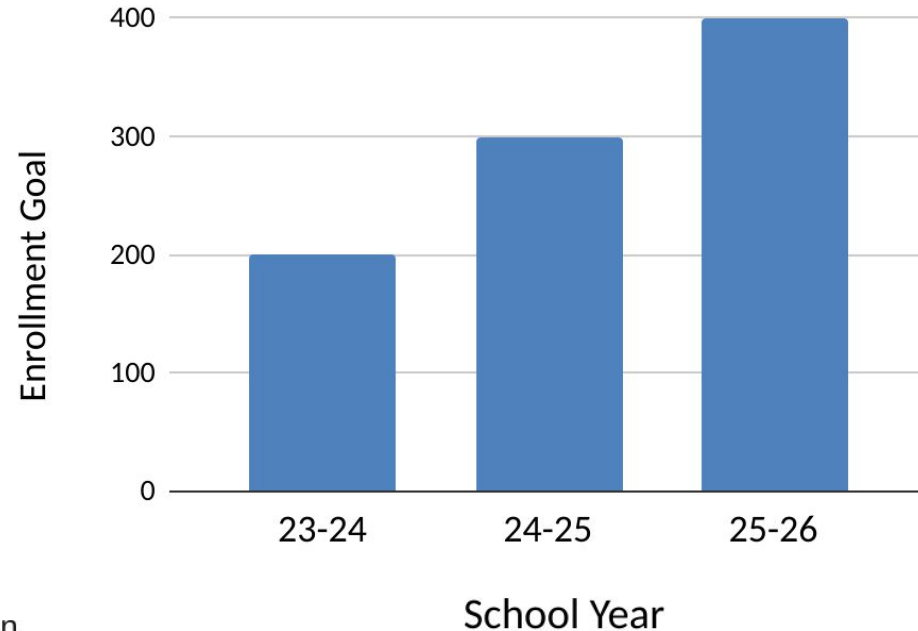
6% Hispanic; 9 currently students outside of CRCSD

Enrollment Update: Goals

All City View Applicants



- Two or More Races
- White
- Black/African American
- Native Hawaiian/other Pacific Islander



Overall District Race in 9th/10th Grade= 60% White, 20% Black/African American; 9.3% Two or More Races

Immediate Next Steps

- Design Days
 - Inviting students and families
- Hiring
 - Internal postings up for counselor and four teachers
- Researching and talking to similar programs



National and State Support

3 Months Ago



\$100,000 +
continued support

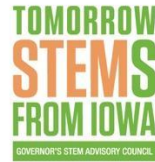


\$200,000
continued support

New and Potential



\$1.8M



\$40,000



continued support



**\$400,000
(Potential)**

Community Support



COE COLLEGE



Location Process & Criteria

- **Location:** Heart of the city
- **Cost:** Least expensive with best access
- **Community Partners:** Will be using the same space and in the immediate area





City View

COMMUNITY HIGH SCHOOL

COMMUNITY HIGH SCHOOL

CITY VIEW

Q & A

BOARD GOVERNANCE

BA-23-242/03 Exempt Meeting - Discuss Strategy Sessions for Union and Non-Union Employee Groups (Art Sathoff)

Information Item

Pertinent Fact(s):

The Board of Education may meet in Exempt Meeting on Monday, February 27, 2023 following the Regular Board Meeting for the purpose of discussing bargaining strategy and negotiations sessions for union and non-union employees. Exempt Meetings are not subject to the Open Meetings Law pursuant to Iowa Code Section 21.9.



SCHOOL BOARD CALENDAR

(Dates and times are tentative – please consult with the Board Secretary’s Office for more details)

2023 - FEBRUARY

Monday	Feb 27	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
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2023 - MARCH

Mon - Fri	Mar 13-17		CRCSD Spring Break	
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Monday	Mar 27	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
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2023 - APRIL

Monday	Apr 10	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
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Monday	Apr 24	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
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2023 - May

Monday	May 8	5:30 pm	Board Meeting	ELSC, Board Room 2500 Edgewood Rd NW
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Wednesday	May 24	7:00 pm	Metro HS Graduation	DoubleTree Hotel
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Thursday	May 25	7:00 pm	Washington HS Graduation	Alliant Energy Powerhouse
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Friday	May 26	7:00 pm	Jefferson HS Graduation	Alliant Energy Powerhouse
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Saturday	May 27	7:00 pm	Kennedy HS Graduation	Alliant Energy Powerhouse
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ADJOURNMENT – Vice President Cindy Garlock

Board Meeting: Monday, February 27, 2023