



ANKENY
COMMUNITY SCHOOL DISTRICT

*Ankeny Community Schools is unified in its commitment, passion, and vision
so every learner is prepared to achieve a lifetime of personal success.*

Minutes
Ankeny School Board Meeting
January 18, 2022
6:00 PM

Please turn off cellular phone during the meeting. Thank you.

Members Present

Trent Murphy - President
Ryan Weldon - Vice President
Sarah Barthole
Joy Burk
Katie Claeys
Amy Tagliareni

Board Members Absent

Others in Attendance

See Attached List

1. Call To Order

a. Board Meeting Access

Livestream: www.YouTube.com/AnkenySchools

b. Board Meeting Capacity

Starting Monday, October 4, 2021, Ankeny Community School District's board meetings (located at 306 SW School Street) will be limited to the board room's capacity of 35 seats. The Neveln Building, located next door where overflow seating is located, will be under construction and no longer accessible. This long-planned construction work on the Neveln building is scheduled to last through December 2022. Members of the public are welcome to watch the live stream of the board meetings on our [YouTube Channel](#).

2. Approval Of Agenda

On a motion by Sarah Barthole and seconded by Amy Tagliareni, it was RESOLVED: The

Board approved the motion to approve and accept this agenda with an amendment to item 5d Personnel Report.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

3. Pledge of Allegiance

4. Communication From The Public

5. Consent Agenda

a. Board Minutes

- January 4, 2022 Regular Board Minutes
- January 10, 2022 Special Board Minutes

b. Open Enrollment

c. Paid Bills

d. Personnel Report - Amended

e. Approval of Consent Agenda

On a motion by Joy Burk and seconded by Sarah Barthole, it was RESOLVED: The Board approved the motion to approve and accept these consent agenda items with the amendment to item 5d personnel report as presented

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

6. Information Only

a. Facilities & Finance Committee Minutes - December 2021

b. Policy Committee Minutes - December 2021

c. Revenue Expenditure Report - December 2021

7. Old Business

a. Construction Change Orders

On a motion by Amy Tagliareni and seconded by Katie Claeys, it was RESOLVED: The Board approved the motion to approve and accept the construction change orders as presented.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

b. Contracts and Agreements

- Agreement for Pupil Transportation - First Student
- Work-Based Learning District Plans Contract Agreement in the amount of \$5,500.00 ending on 08/09/22
- Independent Contract Agreement - Lyndsey Fennelly on February 3, 2022 for \$750.00
- Inter-Agency Contract for Special Education Program - 2021-22: Ankeny Community School District (1), Clayton Ridge Community School District (4), and North Polk Community School District (3)
- Professional Services Agreement - Geoff Krall for \$9825.00
- Professional Services Agreement - Brooke Carter for \$325.00
- Everybody Wins Iowa - Volunteer Background checks

On a motion by Amy Tagliareni and seconded by Ryan Weldon, it was RESOLVED: The Board approved the motion to approve and accept the contracts and agreements presented.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

c. Policies - 2nd and Final Reading

- 302.23 Collective Bargaining/Negotiations Team
- 802.10 Local, State, & Federal Income
- 802.30 Educational Material Fees
- 804.71 Internal Controls
- 302.30 Administrator Code of Ethics
- 303.10 Administrator Professional Development
- 303.40 Development & Enforcement of Administrative Regulations
- 303.50 Monitoring of Administrative Regulations
- 303.80 Administrator Civic Activities
- 304.20 Authority to Suspend
- 307.00 Communication Channels
- 404.60 Jury Duty
- 400.33 Transporting of Students by Employees

On a motion by Amy Tagliareni and seconded by , it was RESOLVED: The Board approved the motion to approve and accept the 2nd and final readings of the policies as presented.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

d. Return to Learn

On a motion by Katie Claeys and seconded by Amy Tagliareni, it was RESOLVED: Director Claeys made a motion to substitute the original motion to amend the Return to Learn Plan to include the verbiage, "The District may require masks as needed to ensure compliance with the law."

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

On a motion by Amy Tagliareni and seconded by Ryan Weldon, it was RESOLVED: The Board approved the Return to Learn Plan as amended in the substitute motion.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

e. Repeal of Policy 403.7 Vaccination and Testing Policy

On a motion by Sarah Barthole and seconded by Joy Burk, it was RESOLVED: The Board approved to Repeal Policy 403.7 - Vaccination and Testing as presented.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

8. New Business

a. Approve Job Descriptions

- Gifted and Talented Specialist
- Social-Emotional Learning Specialist

On a motion by Amy Tagliareni and seconded by Joy Burk, it was RESOLVED: The Board approved to approve and accept the job descriptions for Gifted and Talented Specialist and Social-Emotional Learning Specialist as presented

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

b. Appoint New Board Member to Fill Vacancy

On a motion by Amy Tagliareni and seconded by Sarah Barthole, it was RESOLVED: The Board approved the appointment of Aaron Johnson to fill the School Board vacancy, created by the resignation of Deshara Bohanna, until the next regular election, or if a special election is held, until the results of the special election are received. Board Secretary Jennifer Jamison administered the Oath of Office to Director Aaron Johnson who answered in the affirmative.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

9. Board Member Reports

- Director Tagliareni thanked Dr. Haack for his work with the First Student Contract and

thanks Director Johnson on accepting appointment to the School Board.

- Director Claeys echoed Director Tagliareni's thanks to Dr. Haack for his work on the First Student Contract. She also engaged in mock interviews with ORBIS and found it to be a delightful experience.
- Director Weldon attended ORBIS council and had great conversations around supporting ORBIS and attaining community support. He welcomed Director Johnson to the School Board.
- Student Board Member Charlie Brink had good conversation with Ken Morris about how we can connect students to DEI.
- Director Murphy participated in ORBIS mock interviews and shark tank and had a great experience with both. He thanked Dr. Haack with his work with the First Student contract.
- Director Barthole attended a calendar committee meeting and thanked Jodie Graham for her work on the school calendar. She also attended a Policy Committee meeting.
- Director Burk continues her school tours and visited AHS, ACHS and SV recently. She had a great conversation with a student and his experience with ORBIS. She welcomed Director Johnson to the School Board.
- Director Johnson thanked Director Tagliareni for reaching out about the Board vacancy. He thanked the Board for having trust in him and is honored and delighted to serve the community for the remainder of his time on the Board. He also participated in mock interviews and shark tank and believes that these programs are a great showing of the talent we have in our community.

10. Superintendent Reports

Dr. Pruitt welcomed Director Johnson to the School Board. He also wanted to thank Ms. Faber, a fifth grade teacher at Ashland Ridge. Her students wrote persuasive essays to him and he enjoyed reading them and in response, visited her classroom. He reminded parents that on Thursday, January 19, there is a Parent Advisory Council meeting. He also informed the community that there will be a community conversation on mental health on February 3.

11. Closed Session

a. Closed Session - Student

The Administration request a closed session to address disciplinary matters for a student. "I move that we hold a closed session as provided in section 21.5(1)(e) of the open meetings law to discuss whether to conduct a hearing or to conduct hearings to suspend or expel a student, unless an open session is requested by the student or a parent or guardian of the student if the student is a minor." Roll Call Vote

Any action from closed session will be taken in open session.

On a motion by Ryan Weldon and seconded by Joy Burk, it was RESOLVED: The Board approved the motion to go into closed session at 6:58 p.m.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

On a motion by Aaron Johnson and seconded by Ryan Weldon, it was RESOLVED: The Board approved the motion to reconvene into open session at 7:32 p.m. Any action from the closed session will be taken in open session.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

On a motion by Aaron Johnson and seconded by Katie Claeys, it was RESOLVED: The Board approved the consent agreement as presented in closed session

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

b. Closed Session - Open Enrollment Hearing

The Administration request a closed session to address matters for a student. "I move that we hold a closed session as provided in section 21.5(1)(a) of the open meetings law to discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds." Roll Call Vote.

Any action from closed session will be taken in open session.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

On a motion by Katie Claeys and seconded by Joy Burk, it was RESOLVED: The Board approved the motion to reconvene into open session at 9:27 p.m. Any action from closed session will be taken into open session.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

On a motion by Katie Claeys and seconded by Sarah Barthole, it was RESOLVED: The Board approved the Administrator's recommendation to deny application for open enrollment as presented.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

On a motion by Amy Tagliareni and seconded by Ryan Weldon, it was RESOLVED: The Board approved the motion to grant open enrollment for student with approval of the receiving district pursuant to Iowa Code 282.18(15).

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

12. Adjournment

On a motion by Amy Tagliareni and seconded by Katie Claeys, it was RESOLVED: The meeting adjourned at 9:29 p.m.
Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Murphy, Tagliareni, Weldon.
Motion carried 7 - 0.

Respectfully Submitted,

Board President

Board Secretary



ANKENY
COMMUNITY SCHOOL DISTRICT

Board of Education Meeting
January 18, 2022

Others in Attendance

Name

1. Dr. Erick Pruitt - Superintendent
2. Sarah Murphy – Recording Secretary
3. Tim Simpkins – ACSD
4. Jodie Graham – ACSD
5. Jill Urich – ACSD
6. Shelley Rouse – ACSD
7. Samantha Aukes – ACSD
8. Jessica Dirks – ACSD
9. Melissa Shilling – District Legal Counsel
10. Ken Morris – ACSD
11. Darin Haach – ACSD
12. Jen Lindaman – ACSD
13. Jennifer Jamison – Board Secretary
14. Evie Neller – student board member
15. Charlie Brink – student board member
16. Aaron Johnson
17. Tyfani Nagy
18. John Billiameier
19. Ben Huebsch
20. Chris Belieu
21. Tara Belieu
22. Shelly Northway
23. Kathryn Armstorg
24. Jeff Schumacher
25. Chis Higgins
26. Kristi Miller
27. Kristy Latta – Board Attorney
28. Tyler Adams



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Board Meeting Access

Extended Information: Livestream: www.YouTube.com/AnkenySchools

ATTACHMENTS:

File Name	Description	Type	Upload Date
------------------	--------------------	-------------	--------------------

No Attachments Available



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Board Meeting Capacity

Extended Information: Starting Monday, October 4, 2021, Ankeny Community School District's board meetings (located at 306 SW School Street) will be limited to the board room's capacity of 35 seats. The Neveln Building, located next door where overflow seating is located, will be under construction and no longer accessible. This long-planned construction work on the Neveln building is scheduled to last through December 2022. Members of the public are welcome to watch the live stream of the board meetings on our [YouTube Channel](#).

ATTACHMENTS:

File Name	Description	Type	Upload Date
------------------	--------------------	-------------	--------------------

No Attachments Available



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Board Minutes

Extended Information:

- January 4, 2022 Regular Board Minutes
- January 10, 2022 Special Board Minutes

ATTACHMENTS:

File Name	Description	Type	Upload Date
01.04.2022-BDM - Consent Agenda.pdf	January 4, 2022 Regular Board Minutes	Support Document	1/13/2022
01.10.2022 BDM Minutes Only.pdf	January 10, 2022 Special Board Minutes	Support Document	1/13/2022



ANKENY
COMMUNITY SCHOOL DISTRICT

*Ankeny Community Schools is unified in its commitment, passion, and vision
so every learner is prepared to achieve a lifetime of personal success.*

Minutes
Ankeny School Board Meeting
January 4, 2022
6:00 PM

Please turn off cellular phone during the meeting. Thank you.

Members Present

Trent Murphy - President
Ryan Weldon - Vice President
Sarah Barthole
Deshara Bohanna
Joy Burk
Katie Claeys
Amy Tagliareni

Board Members Absent

Others in Attendance

See Attached List

1. Call To Order

a. Board Meeting Access

Livestream: www.YouTube.com/AnkenySchools

b. Board Meeting Capacity

Starting Monday, October 4, 2021, Ankeny Community School District's board meetings (located at 306 SW School Street) will be limited to the board room's capacity of 35 seats. The Neveln Building, located next door where overflow seating is located, will be under construction and no longer accessible. This long-planned construction work on the Neveln building is scheduled to last through December 2022. Members of the public are welcome to watch the live stream of the board meetings on our [YouTube Channel](#).

2. Approval Of Agenda

On a motion by Sarah Barthole and seconded by Katie Claeys, it was RESOLVED: The Board approved the motion to approve and accept this agenda with an amendment to item 6d personnel report.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

3. Pledge of Allegiance

4. Board Rationale

a. January 4, 2022 Board Rationale Summary

5. Communication From The Public

a. Stacy Pierce - General

b. Kathryn Armstrong - Pledge of Allegiance and stolen keys

6. Consent Agenda

a. Board Minutes

- December 21, 2021 Regular Board Minutes

b. Open Enrollment

c. Paid Bills

d. Personnel Report - Amended

e. Approval of Consent Agenda

On a motion by Ryan Weldon and seconded by Joy Burk, it was RESOLVED: The Board approved the motion to approve and accept these consent agenda items as recommended.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

7. Information Only

a. Construction Project Summary

8. Old Business

a. Contracts and Agreements

- FFA Enrichment Center - Ankeny Schools Summer Academy - June 6-8, 2022 for \$10,908.00
- Inter-Agency Contract for Special Education Instructional Program for 2021-22 School Year - Saydel Community School District (8)
- Robert Half Temporary Employment Contract
- Independent Contractor Agreement - Joann Seeman Smith, PhD, LLC - January 4, 2022 - June 1, 2022
- Embark IT, Inc Agreement - Purchasing of Staff Laptops

On a motion by Katie Claeys and seconded by Ryan Weldon, it was RESOLVED: The Board approved the motion to approve and accept the contracts and agreements as presented.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

b. Approve Alternate Bid for Northview Middle School Re-Roof Phase III Project

On a motion by Ryan Weldon and seconded by Katie Claeys, it was RESOLVED: The Board approved the motion to approve and accept the Central State Roofing of Ames, IA Alternate bid of \$120,000.00 and award contract for Northview Middle School Re-Roof Phase III Project as recommended.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

c. Approve SBRC Request for 2022-2023 Modified Supplemental Amount (MSA) for Dropout Prevention in the amount of \$3,420,479

On a motion by Ryan Weldon and seconded by Katie Claeys, it was RESOLVED: The Board approved the motion to approve and accept the SBRC Request for 2022-2023 Modified Supplemental Amount (MSA) for Dropout Prevention in the amount of \$3,420,479.00 as recommended.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

9. New Business

a. Policies - First of Two Readings

- 302.23 Collective Bargaining/Negotiations Team
- 802.10 Local, State, & Federal Income
- 802.30 Educational Material Fees
- 804.71 Internal Controls
- 302.30 Administrator Code of Ethics
- 303.10 Administrator Professional Development

- 303.40 Development & Enforcement of Administrative Regulations
- 303.50 Monitoring of Administrative Regulations
- 303.80 Administrator Civic Activities
- 304.20 Authority to Suspend
- 307.00 Communication Channels
- 404.60 Jury Duty
- 400.33 Transporting of Students by Employees

On a motion by Ryan Weldon and seconded by Joy Burk, it was RESOLVED: The Board approved the motion to approve the first of two readings of the presented policies.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

b. Policies - First and Final Reading for Emergency Adoption, Pursuant to Emergency Provision in Policy 203.20

- 403.70 Vaccination and Testing

Policies are for immediate implementation upon first and final reading.

On a motion by Katie Claeys and seconded by Amy Tagliareni, it was RESOLVED: The Board approved the motion to approve the first and final reading of policy 403.70 Vaccination and Testing as recommended.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

10. Board Member Reports

- Director Murphy shared that there is a new Director for the Chamber and the AEDC is looking for a new Director. He shared that there are a lot of developments happening around the community.
- Director Burk shared that she visited Southeast Elementary in her school tour and was excited to find out that there are twelve different languages spoken there. She also visited East Elementary, Terrace Preschool and has six more schools to go.
- Director Bohanna shared that she is resigning from the School Board as a member. The role has been full of lessons and it's been an honor to weigh in and show perspective for what is best for kids and the community. Her time on the board has been eye-opening, rewarding, and at times disturbing. She has confidence with those working in the district and in schools, because she has seen us pull through on a level never done before. She will still be a champion for this district, but just from another seat.

11. Superintendent Reports

Superintendent Pruitt thanked Director Bohanna for her service, and it's been an honor working with her. He wished everyone a Happy New Year. He sent out a letter prior to break discussing the need for a community conversation about student safety. Safety is a shared responsibility and collaboration is needed from parents and students in the district. He would also like to have a conversation around student mental health, such as services the district is able to provide, what teachers can/can't do and resources for parents to partner and serve students at a high level. He wants this to be a well-organized community conversation for all

stakeholders, therefore will be moving the event to February. Based off conversations with parents and the community, everyone is invested in making this district great not only academically, but also socially and emotionally. We need partnership with everyone in carrying this out.

12. Closed Session

13. Adjournment

On a motion by Joy Burk and seconded by Sarah Barthole, it was RESOLVED: The Board adjourned at 6:28 p.m.

Directors Voting in favor of the motion: Ayes: Barthole, Bohanna, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 7 - 0.

Respectfully Submitted,

Board President

Board Secretary



ANKENY
COMMUNITY SCHOOL DISTRICT

Board of Education Meeting
January 4, 2022

Others in Attendance

Name

1. Dr. Erick Pruitt, Superintendent
2. Jennifer Jamison, CFO/Board Secretary
3. Jessica Dirks, Chief Officer of Human Resources and Legal Affairs
4. Melissa Schilling, District Legal Counsel
5. Ken Morris, Director of Equity
6. Tim Simpkin, Director of Operations
7. Jodie Graham, Director of Human Resources
8. Samantha Aukes, Communications
9. Evie Neller, Student Board Representative
10. Jon Davis, ACSD
11. Jill Urich, ACSD
12. Al Nepl, ACSD
13. Nancy Lehman, ACSD
14. Brad Johnson, ACSD
15. Sarah Murphy, ACSD
16. Kathryn Armstrong
17. Stacey Pierce
18. Chris Higgins
19. Lori Bullock

Open Enrollment – 01/04/22 Board Agenda

Name	Grade	Resident District	Receiving District	School Year
Paul, Terry	5	Des Moines	Ankeny	2021-22
Martinez, Gabriel	6	Ankeny	Clayton Ridge	2021-22
				2021-22

Superintendent Recommendation: Approve above open enrollment requests.

Hansen, Hollin	8	Ankeny	CAM	2021-22
Hansen, Keelin	10	Ankeny	CAM	2021-22

Superintendent Recommendation: Deny above open enrollment requests.



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Paid Bills

ATTACHMENTS:

File Name	Description	Type	Upload Date
January_4_2022_Paid_Bills.pdf	January 4, 2022 Paid Bills	Support Document	12/30/2021

PAID BILLS LISTING JANUARY 4, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
464418	GENERAL	COLLECTION SERVICES CENTER	\$3,532.62	OTHER DISBURSEMENT
464419	GENERAL	ROTH - COMMON REMITTER	\$38,538.00	OTHER DISBURSEMENT
464420	GENERAL	COMMON REMITTER SERVICES	\$61,741.06	OTHER DISBURSEMENT
464421	GENERAL	GENERAL FUND - DENTAL SERVICE	\$49,266.87	OTHER DISBURSEMENT
464422	GENERAL	GREAT WESTERN BANK	\$727,625.78	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$517,813.42	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$171,808.26	OTHER DISBURSEMENT
464423	GENERAL	ISOLVED BENEFIT SERVICES	\$47,957.96	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$1,852.89	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$40,585.65	OTHER DISBURSEMENT
464424	GENERAL	POLK COUNTY SHERIFF	\$1,087.86	OTHER DISBURSEMENT
464425	GENERAL	STATE DISTRIBUTION UNIT	\$546.50	OTHER DISBURSEMENT
464426	GENERAL	TREASURER STATE OF IOWA	\$249,873.82	OTHER DISBURSEMENT
464427	GENERAL	A E A SCHOLARSHIP FUND	\$412.58	OTHER DISBURSEMENT
464428	GENERAL	AMER.FAMILY LIFE ASSURANCE CO.	\$313.54	OTHER DISBURSEMENT
464429	GENERAL	ANKENY SCHOOL FOUNDATION	\$46.00	OTHER DISBURSEMENT
464430	GENERAL	COLLECTION SERVICES CENTER	\$949.81	OTHER DISBURSEMENT
464431	GENERAL	ROTH - COMMON REMITTER	\$675.00	OTHER DISBURSEMENT
464432	GENERAL	COMMON REMITTER SERVICES	\$2,717.18	OTHER DISBURSEMENT
464433	GENERAL	DOLLARS FOR SCHOLARS	\$28.00	OTHER DISBURSEMENT
464434	GENERAL	GENERAL FUND - DENTAL SERVICE	\$6,273.31	OTHER DISBURSEMENT
464435	GENERAL	GENERAL FUND	\$31.57	OTHER DISBURSEMENT
464436	GENERAL	GREAT WESTERN BANK	\$40,901.61	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$23,304.40	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$99,645.98	OTHER DISBURSEMENT
464437	GENERAL	IOWA DEPARTMENT OF REVENUE	\$160.41	OTHER DISBURSEMENT
464438	GENERAL	IPERS-FOAB	\$1,195,846.60	OTHER DISBURSEMENT
464439	GENERAL	ISOLVED BENEFIT SERVICES	\$4,073.01	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$60.00	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$96.95	OTHER DISBURSEMENT
464440	GENERAL	POLK COUNTY SHERIFF	\$148.56	OTHER DISBURSEMENT
464441	GENERAL	SERVE CREDIT UNION	\$200.00	OTHER DISBURSEMENT
464442	GENERAL	TREASURER STATE OF IOWA	\$24,105.20	OTHER DISBURSEMENT
464443	GENERAL	UNITED STATES TREASURY	\$458.22	OTHER DISBURSEMENT
464444	GENERAL	UNITED WAY OF CENTRAL IOWA	\$502.50	OTHER DISBURSEMENT
464445	GENERAL	YMCA OF GREATER DES MOINES	\$61.00	OTHER DISBURSEMENT
464446	GENERAL	KAYLI ABARR	\$169.29	OTHER DISBURSEMENT
464448	GENERAL	ABC PEST CONTROL	\$1,427.80	MAINT SERVICE
464449	ATHLETIC	MUHAMMAD I. ABDULLAH	\$120.00	INSTR OFFICIALS
464450	GENERAL	KELSEY-FAITH ABEH	\$237.90	OTHER DISBURSEMENT
464451	GENERAL	ACME TOOLS	\$1,450.83	INSTR SUPPLIES
	GENERAL	ACME TOOLS	\$4,049.99	INSTR EQUIP
464452	GENERAL	ADVENTURE LIGHTING INC	\$831.00	MAINT SUPPLIES
464453	ATHLETIC	AGRILAND FS, INC	\$180.00	INSTR SUPPLIES
464454	ATHLETIC	TERRY ALEXANDER	\$95.00	INSTR OFFICIALS
464455	GENERAL	ALL MAKES OFFICE EQUIPMENT	\$2,075.36	INSTR EQUIP
464456	ATHLETIC	BRADLEY ALLEN	\$245.00	INSTR OFFICIALS
464461	ACTIVITY	AMAZON BUSINESS	\$218.82	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,115.31	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,519.27	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$566.47	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$33.47	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$345.18	ADMIN SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$781.65	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$109.82	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$167.54	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$128.00	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$18.90	MAINT SUPPLIES
	GENERAL	AMAZON BUSINESS	\$88.29	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$128.66	MEDIA BOOKS
	ATHLETIC	AMAZON BUSINESS	\$156.31	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$87.98	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$187.99	MEDIA SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$3,881.94	INSTR EQUIP
	GENERAL	AMAZON BUSINESS	\$4,935.36	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$59.96	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$105.45	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$168.47	ADMIN SUPPLIES

PAID BILLS LISTING JANUARY 4, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
	GENERAL	AMAZON BUSINESS	\$28.51	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$27.85	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$319.96	MAINT SUPPLIES
464462	ATHLETIC	AMES HIGH SCHOOL	\$125.00	INSTR DUES
464463	GENERAL	APPLE COMPUTER INC	\$449.00	INSTR SUPPLIES
464464	ATHLETIC	ARC IOWA PT PLUS LLC	\$745.00	INSTR SERVICE
464465	GENERAL	AREA EDUCATION AGENCY 11	\$252.60	INSTR SUPPLIES
464466	GENERAL	AUTHENTIC BLISS LLC	\$4,113.20	ADMIN SERVICE
464467	ACTIVITY	BAND SHOPPE	\$78.70	INSTR SUPPLIES
464468	ATHLETIC	DARREL BARTLING	\$120.00	INSTR OFFICIALS
464469	ATHLETIC	BEELINE & BLUE	\$191.15	INSTR SUPPLIES
464470	ATHLETIC	BRENT ERRIN BEHRENS	\$120.00	INSTR OFFICIALS
464471	GENERAL	BERGLUND SHEET METAL CONTRACTORS	\$4,837.79	MAINT SUPPLIES
464472	GENERAL	DICK BLICK	\$103.80	INSTR SUPPLIES
464473	ATHLETIC	BOBS CUSTOM TROPHIES	\$85.95	INSTR SERVICE
	ATHLETIC	BOBS CUSTOM TROPHIES	\$25.00	INSTR SUPPLIES
464474	GENERAL	BRADLEY TOOLS & FASTENERS	\$995.80	MAINT SUPPLIES
	GENERAL	BRADLEY TOOLS & FASTENERS	\$755.00	MAINT SERVICE
464475	ATHLETIC	BRIARWOOD GOLF COURSE	\$2,025.00	INSTR DUES
	ATHLETIC	BRIARWOOD GOLF COURSE	\$572.88	INSTR SUPPLIES
464476	ATHLETIC	DON BROWN	\$140.00	INSTR OFFICIALS
464477	ATHLETIC	KENDALL BROWN	\$120.00	INSTR OFFICIALS
464478	ATHLETIC	BSN SPORTS LLC	\$2,220.00	INSTR SUPPLIES
464479	ATHLETIC	WILLIAM L BURCHETT	\$90.00	INSTR OFFICIALS
464480	ATHLETIC	BUSINESS DESIGNS INC AKA BDI SIGNS	\$58.25	INSTR SUPPLIES
464481	GENERAL	SELINA CAMPOS	\$173.32	OTHER DISBURSEMENT
464483	GENERAL	CAPITAL SANITARY SUPPLY CO INC	\$18,621.38	MAINT SUPPLIES
464484	NON STUDENT AGENCY	CARMENS FLOWERS INC	\$102.00	INSTR SUPPLIES
464485	GENERAL	CENTRAL PUMP AND MOTOR LLC	\$3,236.64	MAINT SUPPLIES
464486	GENERAL	CHEMSEARCH	\$1,626.71	MAINT SERVICE
	GENERAL	CHEMSEARCH	\$1,064.41	MAINT SUPPLIES
464487	ATHLETIC	DOUGLAS A CHILTON	\$175.00	INSTR OFFICIALS
464488	GENERAL	CINTAS	\$597.05	MAINT SUPPLIES
464489	GENERAL	CIT CHARTERS	\$3,717.98	TRANSP TRAVEL
464490	ATHLETIC	IAN CLINE	\$250.00	INSTR OFFICIALS
464491	NON STUDENT AGENCY	CULTUREALL INC	\$2,000.00	COMM ENG SERVICE
464492	GENERAL	ROXANNE CUMINGS	\$295.00	ADMIN SERVICE
464493	ATHLETIC	DALLAS CENTER-GRIMES COMM SCHOOL DI	\$120.00	INSTR DUES
464494	SAVE - CP	DDVI INC	\$85,823.90	CONSTRUCT SERVICE
464495	NON STUDENT AGENCY	DECKER SPORTING GOODS INC	\$302.00	INSTR SUPPLIES
464496	ATHLETIC	LOREN DEKRUYP	\$120.00	INSTR OFFICIALS
464497	GENERAL	DEMCO INC.	\$74.21	MEDIA SUPPLIES
	GENERAL	DEMCO INC.	\$285.76	MEDIA SUPPLIES
	GENERAL	DEMCO INC.	\$2,164.96	INSTR SUPPLIES
464498	GENERAL	DENNIS SUPPLY CO	\$103.86	MAINT SUPPLIES
464499	GENERAL	DES MOINES AREA COMM. COLLEGE	\$189,340.00	INSTR TUITION
464500	GENERAL	DES MOINES REGISTER COMMUNITY PUBL	\$634.82	ADMIN SERVICE
464501	GENERAL	DES MOINES STAMP MFG CO	\$39.00	ADMIN SUPPLIES
464502	GENERAL	DICKINSON MACKAMAN TYLER & HAGEN	\$10,684.50	ADMIN SERVICE
464503	ATHLETIC	DRUE WOLFE	\$1,000.00	INSTR SERVICE
464504	ATHLETIC	EAST HIGH SCHOOL	\$100.00	INSTR DUES
464505	GENERAL	EDGENUITY INC	\$16,750.00	ADMIN SUPPLIES
464506	GENERAL	ELECTRONIC ENGINEERING CO	\$8,136.00	MAINT SERVICE
464507	GENERAL	THE FASTENAL COMPANY	\$227.21	ADMIN SUPPLIES
464509	GENERAL	FILTER SHOP INC.	\$8,743.99	MAINT SUPPLIES
	GENERAL	FILTER SHOP INC.	\$6,759.50	MAINT SERVICE
	GENERAL	FILTER SHOP INC.	\$6,359.00	MAINT SUPPLIES
464510	GENERAL	TRACY FINKELSHTEYN	\$500.00	INSTR SERVICE
464511	GENERAL	JAMIE FITZGERALD, AUDITOR	\$11,667.11	ADMIN SERVICE
464512	GENERAL	FOLLETT SCHOOL SOLUTIONS	\$1,067.09	MEDIA BOOKS
464513	ATHLETIC	MICHAEL L FOOKS	\$90.00	INSTR OFFICIALS
464514	ATHLETIC	FORT DODGE COMMUNITY SCHOOL	\$160.00	INSTR DUES
464515	ATHLETIC	JEFF FREEL	\$80.00	INSTR OFFICIALS
464516	ATHLETIC	KERRY GEORGE	\$80.00	INSTR OFFICIALS
464517	ATHLETIC	GREGORY SCOTT GILL	\$90.00	INSTR OFFICIALS
464518	GENERAL	JODIE GRAHAM	\$104.40	ADMIN TRAVEL

PAID BILLS LISTING JANUARY 4, 2022
 ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
464519	GENERAL	W.W. GRAINGER INC.	\$301.12	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$486.01	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$336.49	MAINT SUPPLIES
464520	ATHLETIC	GRAPHIC EDGE LLC	\$17.51	INSTR SUPPLIES
464521	GENERAL	GREAT WESTERN BANK	\$800.65	OTHER DISBURSEMENT
464522	ATHLETIC	ERIC GREEN	\$95.00	INSTR OFFICIALS
464523	GENERAL	AARON HANSON	\$300.00	INSTR SERVICE
464524	GENERAL	SHELLY HANSON	\$225.53	OTHER DISBURSEMENT
464525	ATHLETIC	KEVIN HAWN	\$135.00	INSTR OFFICIALS
464526	GENERAL	HEARTLAND BUSINESS SYSTEMS LLC	\$159,463.50	ADMIN EQUIP
464527	ATHLETIC	RYAN HEINTZ	\$150.00	INSTR OFFICIALS
464528	GENERAL	ASHLEY FUENTES HERNANDEZ	\$9.44	OTHER DISBURSEMENT
464530	GENERAL	HY-VEE - N. ANKENY BLVD	\$874.41	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$155.79	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$3.87	INSTR SUPPLIES
	NON STUDENT AGENCY	HY-VEE - N. ANKENY BLVD	\$361.88	INSTR SUPPLIES
	NON STUDENT AGENCY	HY-VEE - N. ANKENY BLVD	\$31.80	INSTR SUPPLIES
	NON STUDENT AGENCY	HY-VEE - N. ANKENY BLVD	\$164.01	INSTR SUPPLIES
464531	NON STUDENT AGENCY	HY-VEE - PRAIRIE TRAIL	\$213.47	INSTR SUPPLIES
	GENERAL	HY-VEE - PRAIRIE TRAIL	\$962.83	INSTR SUPPLIES
464532	GENERAL	I-CASE	\$100.00	ADMIN DUES
464533	GENERAL	INFOMAX OFFICE SYSTEMS	\$279.83	ADMIN SERVICE
	GENERAL	INFOMAX OFFICE SYSTEMS	\$4,368.20	ADMIN SUPPLIES
464534	GENERAL	INTERSTATE ALL BATTERY CENTER	\$70.80	MAINT SUPPLIES
	GENERAL	INTERSTATE ALL BATTERY CENTER	\$469.40	MAINT SUPPLIES
464535	GENERAL	IOWA ASSOCIATION OF SCHOOL BUSINESS	\$100.00	ADMIN DUES
464536	ATHLETIC	IOWA CITY AREA SPORTS COMMISSION	\$350.00	INSTR DUES
464537	GENERAL	IOWA HOME CARE WEST DES MOINES	\$11,150.00	INSTR SERVICE
464538	GENERAL	UNDERGROUND LOCATION COMPANY	\$752.90	MAINT SERVICE
464539	ATHLETIC	IOWA SPORTS SUPPLY INC	\$640.00	INSTR SUPPLIES
464540	ATHLETIC	JOHNSTON HIGH SCHOOL	\$130.00	INSTR DUES
464541	GENERAL	AMY JONES	\$159.75	OTHER DISBURSEMENT
464542	GENERAL	SHERIDA JOSEPHSON	\$300.00	INSTR SERVICE
464543	GENERAL	JOSTENS	\$33.55	ADMIN SUPPLIES
464544	GENERAL	BREANNE KLEMME	\$262.47	OTHER DISBURSEMENT
464545	GENERAL	EMILY KLINGENSMITH	\$223.05	OTHER DISBURSEMENT
464546	GENERAL	LANGUAGETECH INC	\$192.00	ADMIN SERVICE
464547	GENERAL	LEADING EDGE LAMINATING	\$713.42	ADMIN SUPPLIES
464548	GENERAL	LERNER PUBLISHING GROUP	\$82.65	INSTR SUPPLIES
464549	GENERAL	LIBRARY SKILLS INC	\$613.12	MEDIA SUPPLIES
464550	NON STUDENT AGENCY	LINCOLN HIGH SCHOOL	\$100.00	INSTR DUES
464551	GENERAL	HALLEY LIVINGSTON	\$48.93	OTHER DISBURSEMENT
464552	ATHLETIC	LRI GRAPHICS	\$460.00	INSTR SERVICE
	ATHLETIC	LRI GRAPHICS	\$961.63	INSTR SUPPLIES
464553	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$1,013.90	MEDIA BOOKS
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$648.24	MEDIA BOOKS
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$376.73	MEDIA SUPPLIES
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$1,413.55	INSTR SUPPLIES
464554	ATHLETIC	MARCHING AUXILIARIES INC	\$580.00	INSTR DUES
464555	GENERAL	MARTIN BROTHERS	\$584.08	INSTR SUPPLIES
	ACTIVITY	MARTIN BROTHERS	\$846.63	INSTR SUPPLIES
464556	ATHLETIC	CHRISTOPHER A MARZEN	\$120.00	INSTR OFFICIALS
464557	ATHLETIC	JERRY MASON	\$85.00	INSTR OFFICIALS
464558	ATHLETIC	HAROLD A MCFADDEN	\$75.00	INSTR OFFICIALS
464559	ATHLETIC	JANA MCLENDON	\$60.00	INSTR OFFICIALS
464560	GENERAL	MENARDS	\$25.93	MAINT SUPPLIES
	ACTIVITY	MENARDS	\$538.78	INSTR SUPPLIES
	GENERAL	MENARDS	\$1,071.47	INSTR SUPPLIES
464561	ATHLETIC	GREGG M METZ	\$120.00	INSTR OFFICIALS
464563	GENERAL	MIDAMERICAN ENERGY COMPANY	\$6,636.52	MAINT SUPPLIES
	GENERAL	MIDAMERICAN ENERGY COMPANY	\$128,533.20	MAINT SUPPLIES
464564	PEEL	MIDWEST COMPUTER PRODUCTS INC.	\$1,004.93	INSTR EQUIP
464565	GENERAL	VICTORIAH NELSON	\$58.84	OTHER DISBURSEMENT
464566	ATHLETIC	NORTH HIGH SCHOOL	\$90.00	INSTR DUES
464567	GENERAL	OFFICE DEPOT	\$724.05	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$59.91	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$18.99	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$16.94	ADMIN SUPPLIES

PAID BILLS LISTING JANUARY 4, 2022
 ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
	GENERAL	OFFICE DEPOT	\$398.97	MAINT SUPPLIES
464568	GENERAL	OPC DIRECT	\$2,115.97	ADMIN SUPPLIES
464569	SAVE - CP	ORACLE AMERICA INC	\$1,200.00	CONSTRUCT SERVICE
464570	NON STUDENT AGENCY	OTTER CREEK GOLF COURSE	\$624.00	INSTR SUPPLIES
464571	ACTIVITY	P & M MONOGRAMMING	\$1,201.00	INSTR SUPPLIES
464572	ATHLETIC	DAN PAULSON	\$80.00	INSTR OFFICIALS
464573	GENERAL	J W PEPPER	\$728.90	INSTR SUPPLIES
464574	ATHLETIC	BRIAN PEPPMEIER	\$60.00	INSTR OFFICIALS
464575	ATHLETIC	DENNIS PEPPMEIER	\$60.00	INSTR OFFICIALS
464576	GENERAL	PHILLIP PETERS	\$300.00	INSTR SERVICE
464577	PPEL	J PETTIECORD INCORPORATED	\$5,000.00	CONSTRUCT SERVICE
464578	GENERAL	PLUMB SUPPLY CO.	\$904.47	MAINT SUPPLIES
464579	ATHLETIC	TERRY WAYNE POLLARD	\$60.00	INSTR OFFICIALS
464580	ATHLETIC	PATRICK W REED	\$135.00	INSTR OFFICIALS
464581	GENERAL	REHABMART, LLC	\$588.69	INSTR SUPPLIES
464582	ATHLETIC	CHESTER M RICE	\$95.00	INSTR OFFICIALS
464584	GENERAL	FRANK RIEMAN MUSIC INC	\$128.40	INSTR SUPPLIES
	GENERAL	FRANK RIEMAN MUSIC INC	\$1,786.00	INSTR SERVICE
464585	GENERAL	RIVERSIDE INSIGHTS	\$150.00	INSTR SERVICE
464586	ATHLETIC	JEFFREY D. RUPE	\$195.00	INSTR OFFICIALS
464587	ATHLETIC	TMS3 ENTERPRISES LLC	\$460.00	INSTR SUPPLIES
464588	ATHLETIC	GAVIN KEITH SANDVIG	\$60.00	INSTR OFFICIALS
464589	GENERAL	SAVVAS LEARNING CO LLC	\$199.88	INSTR BOOKS
464590	GENERAL	SCHIPPERS ELECTRIC LLC	\$3,728.40	MAINT SERVICE
464591	GENERAL	SCHOLASTIC INC	\$637.00	INSTR SUPPLIES
464592	PPEL	SCHOOL HEALTH CORPORATION	\$155.30	MAINT EQUIP
	GENERAL	SCHOOL HEALTH CORPORATION	\$2,057.55	MAINT SUPPLIES
464593	GENERAL	SCHOOL SPECIALTY LLC	\$478.96	INSTR SUPPLIES
	SAVE - CP	SCHOOL SPECIALTY LLC	\$22,071.00	CONSTRUCT SUPPLIES
	GENERAL	SCHOOL SPECIALTY LLC	\$941.60	INSTR SUPPLIES
464594	ATHLETIC	ROBERT SCOTT	\$371.05	INSTR TRAVEL
464595	GENERAL	SUSAN MICHELE SENGER	\$300.00	INSTR SERVICE
464596	GENERAL	SETPOINT MECHANICAL SERVICES LLC	\$6,375.00	MAINT SERVICE
	GENERAL	SETPOINT MECHANICAL SERVICES LLC	\$596.70	MAINT SUPPLIES
464597	GENERAL	MALLORY SHAFER	\$1,040.56	OTHER DISBURSEMENT
464598	ATHLETIC	SETH SHATTO	\$95.00	INSTR OFFICIALS
464599	ATHLETIC	ANDREW SHIVERS	\$175.00	INSTR OFFICIALS
464600	ACTIVITY	SHOW CHOIR NATIONALS	\$34,310.00	INSTR TRAVEL
464601	GENERAL	SLEISTER MUSIC	\$90.00	INSTR SUPPLIES
	GENERAL	SLEISTER MUSIC	\$4,000.00	INSTR EQUIP
464602	ATHLETIC	ANDREW JOHN SMITH	\$155.00	INSTR OFFICIALS
464603	GENERAL	SMITH'S SEWER SERVICE INC	\$397.00	MAINT SERVICE
464604	GENERAL	SOLUTION TREE LLC	\$785.00	ADMIN SERVICE
464605	ATHLETIC	SOUTHEAST POLK HIGH SCHOOL	\$150.00	INSTR DUES
464606	ACTIVITY	STACEY'S INC.	\$13,259.08	INSTR SUPPLIES
464607	GENERAL	STATE OF IOWA-DIVISION OF LABOR	\$350.00	MAINT SERVICE
464608	GENERAL	STREET SMARTS LLC	\$450.00	INSTR SERVICE
464609	ATHLETIC	RICK SWAN	\$175.00	INSTR OFFICIALS
464610	GENERAL	TEACHER'S DISCOVERY	\$84.99	INSTR SUPPLIES
464611	ATHLETIC	SEAN THOMPSON	\$135.00	INSTR OFFICIALS
464612	GENERAL	TK ELEVATOR CORP	\$1,943.10	MAINT SERVICE
464613	GENERAL	TRACTOR SUPPLY CO TSC	\$52.15	MAINT SUPPLIES
	GENERAL	TRACTOR SUPPLY CO TSC	\$9.98	MAINT SUPPLIES
	GENERAL	TRACTOR SUPPLY CO TSC	\$164.50	MAINT SUPPLIES
464614	ACTIVITY	TRESONA MULTIMEDIA LLC	\$1,240.00	INSTR SUPPLIES
464615	ATHLETIC	MARK VANDEHAAR	\$250.00	INSTR OFFICIALS
464616	GENERAL	JAYMI VANDERLINDEN	\$229.60	OTHER DISBURSEMENT
464617	GENERAL	VERITIV OPERATING CO	\$9,360.85	ADMIN SUPPLIES
464618	GENERAL	VERIZON WIRELESS	\$413.04	ADMIN SERVICE
464619	ATHLETIC	WEE'S TEES LLC	\$4,168.50	INSTR SUPPLIES
464620	ATHLETIC	PAUL G WEIS	\$120.00	INSTR OFFICIALS
464621	ACTIVITY	WEISSMAN'S THEATRICAL SUPPLIES INC	\$1,597.83	INSTR SUPPLIES
464622	ATHLETIC	RYAN JAY WESTERKAMP	\$85.00	INSTR OFFICIALS
464623	GENERAL	WINDSTREAM	\$41.55	ADMIN SERVICE
		GENERAL FUND SUB-TOTAL	\$4,202,920.64	

PAID BILLS LISTING JANUARY 4, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
15954	ACTIVITY	AMAZON BUSINESS	\$2,814.61	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,581.14	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$336.43	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$3,497.79	MAINT SUPPLIES
	PPEL	AMAZON BUSINESS	\$1,939.50	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$625.92	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$28.88	MAINT SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$675.69	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,499.92	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$232.71	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$42.27	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$71.34	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$575.49	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$157.36	INSTR BOOKS
	GENERAL	AMAZON BUSINESS	\$5.98	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$339.98	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$42.95	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$18.95	MAINT SUPPLIES
	GENERAL	AMAZON BUSINESS	\$11.29	MAINT SUPPLIES
	PPEL	AMAZON BUSINESS	(\$796.00)	CONSTRUCT SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,978.53	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,525.10	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$258.44	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$139.05	MEDIA BOOKS
	GENERAL	AMAZON BUSINESS	\$15.90	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$259.42	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,610.89	MAINT SUPPLIES
	GENERAL	AMAZON BUSINESS	\$43.98	MAINT SUPPLIES
	ATHLETIC	AMAZON BUSINESS	\$316.04	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$19,242.50	INSTR SUPPLIES
GENERAL	AMAZON BUSINESS	\$218.93	ADMIN SUPPLIES	
15955	GENERAL	WINDSTREAM	\$189.65	ADMIN SERVICE
15956	GENERAL	CENTURY LINK	\$251.71	ADMIN SERVICE
15957	GENERAL	CITY OF ANKENY	\$23,680.08	TRANSP SUPPLIES
	GENERAL	CITY OF ANKENY	\$3,021.54	MAINT SUPPLIES
	GENERAL	CITY OF ANKENY	\$2,291.66	TRANSP SUPPLIES
15958	SAVE - CP	KRUCK PLUMBING & HEATING CO INC	\$5,707.60	CONSTRUCT SERVICE
15959	SAVE - CP	KRUCK PLUMBING & HEATING CO INC	\$155,671.10	CONSTRUCT SERVICE
15960	GENERAL	WASTE MANAGEMENT OF IOWA	\$357.67	MAINT SERVICE
15961	GENERAL	WINDSTREAM	\$4,544.24	ADMIN SERVICE
15966	ACTIVITY	GREAT WESTERN BANK VISA	\$3,004.18	SEE VISA DETAIL
	ATHLETIC	GREAT WESTERN BANK VISA	\$6,314.81	SEE VISA DETAIL
	GENERAL	GREAT WESTERN BANK VISA	\$16,530.45	SEE VISA DETAIL
	NON STUDENT AGENCY	GREAT WESTERN BANK VISA	\$239.63	SEE VISA DETAIL
15967	ATHLETIC	GREAT WESTERN BANK	\$3,100.00	ATHLETIC CHANGE CASH
15968	GENERAL	BULLSEYE TELECOM	\$79.79	ADMIN SERVICE
15969	NON STUDENT AGENCY	CENTURY LINK	\$30.70	COMM ENG SERVICE
	GENERAL	CENTURY LINK	\$351.26	ADMIN SERVICE
15970	GENERAL	LIGHTSPEED TECHNOLOGIES INC	\$49.00	ADMIN SUPPLIES
	GENERAL	LIGHTSPEED TECHNOLOGIES INC	\$196.00	ADMIN SUPPLIES
15971	GENERAL	MEDIACOM	\$2,600.00	
15972	GENERAL	WINDSTREAM	\$256.29	
		GENERAL FUND SUB-TOTAL	\$267,778.34	
		GENERAL FUND GRAND TOTAL	\$4,470,698.98	
700657	CHILD CARE FUND	AMAZON BUSINESS	\$279.76	
700658	CHILD CARE FUND	HY-VEE - PRAIRIE TRAIL	\$2.49	INSTR SUPPLIES
		CHILD CARE FUND SUB-TOTAL	\$282.25	
20173	CHILD CARE FUND	GREAT WESTERN BANK VISA	\$159.12	SEE VISA DETAIL
		CHILD CARE FUND SUB-TOTAL	\$159.12	
		CHILD CARE FUND GRAND TOTAL	\$441.37	
245205	NUTRITION	AMERICAN BOTTLING COMPANY	\$1,263.25	NUTRITION SUPPLIES
245206	NUTRITION	ANDERSON/ERICKSON DAIRY INC.	\$41,203.51	NUTRITION SUPPLIES

PAID BILLS LISTING JANUARY 4, 2022
 ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
245207	NUTRITION	EMS DETERGENT SERVICES	\$39.50	NUTRITION SUPPLIES
245208	NUTRITION	GOODWIN TUCKER GROUP	\$1,193.01	MAINT SERVICE
245210	NUTRITION	LOFFREDO FRESH PRODUCE CO	\$7,094.13	NUTRITION SUPPLIES
245214	NUTRITION	MARTIN BROTHERS	\$11,685.25	NUTRITION SUPPLIES
	NUTRITION	MARTIN BROTHERS	\$80,936.01	NUTRITION SUPPLIES
		NUTRITION FUND GRAND TOTAL	\$143,414.66	

PAID BILLS LISTING JANUARY 4, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

This is to certify that the following expenditures have been approved this 4th day of January, 2022

General Fund/Student Activity/Capital Projects/PPEL/Debt Service/SAVE	\$ 4,470,698.98
Childcare Fund	\$ 441.37
Nutrition Fund	\$ 143,414.66

Trent Murphy, President

Ryan Weldon, Vice President

Sarah Barthole

Deshara Bohanna

Joy Burk

Katie Claeys

Amy Tagliareni

Jennifer Jamison, Board Secretary

PAID BILLS LISTING JANUARY 4, 2022
 ANKENY CSD BOARD MEETING FISCAL 2021-22

**Detail - Visa Procurement Cards
 January 1, 2022**

VENDOR	AMOUNT
Iowa Choral Directors Assoc.	2,498.00
IA Dept of Public Safety	2,000.00
Home Depot	1,999.59
Amazon	1,821.38
Nichols Equipment	1,239.00
Airtable.com	1,104.00
Godfathers Pizza	922.40
Walmart	726.45
Generation Genius	700.00
JoAnn Stores	645.35
Paul Revere's Pizza	640.00
Championship Productions	499.00
Pizza Hut	498.34
Doubletree, Cedar Rapids	471.32
Main Street Café	470.04
Instructional Coaching Group	449.00
Glazier Clinics	399.00
The Reading League	398.00
Olive Garden	389.97
Adobe	381.47
Clay King	363.88
Jiffyshirts.Com	355.58
Bravo Music	264.00
LinkedIn (HR)	250.00
B&B Theatres	246.00
JW Pepper	246.00
Need Pizzeria, Cedar Rapids	235.86
Iowa Events Center	235.00
Firehouse Subs	230.16
School Specialty	224.74
Fastmodel Sports	215.99
Great Western Bank	200.00
Sparkles Rhinestones	199.60
Kamihq.com	198.00
Menards	192.21
Homemade for You	180.00
Kohl's	174.98
Photo Reflect Photos	169.50
CPLI Bookstore	162.06
Fluency Matters	162.00
JohnMackey.com	159.96
Shutterstock	159.00
Hy-Vee	154.36
Murphy Music	151.75
Champion Briefs	148.74
Enterprise Rent-a-Car	135.21
American Choral Directors Assoc.	128.00
Gordon Electric Supply	127.99
TeachersPayTeachers.com	127.24

PAID BILLS LISTING JANUARY 4, 2022
 ANKENY CSD BOARD MEETING FISCAL 2021-22

**Detail - Visa Procurement Cards
 January 1, 2022**

VENDOR	AMOUNT
Barnes & Noble	127.15
Michael's	121.87
Flocabulary	120.00
Gimkit Pro	119.76
Allure Travel/Frontier Airlines	110.00
Mountain Cider Company	106.90
Wristband.com	106.00
Unitix	100.00
Padlet Software	96.00
NAEIR	94.00
Sam's Club	90.35
Institute of Multi-Sensory Education	89.95
Heartland AEA	66.06
Socrative Pro	59.99
Nat'l Council of Teachers of Math	59.00
Des Moines Theatrical Lighting	55.65
Monoprice	53.27
MailChimp	51.99
Des Moines Register	49.00
North Shore Commercial Door	47.96
Quizlet.com	47.88
Staples	41.46
Blooket	35.88
Fareway Stores	35.65
Ebay	35.53
Bosch Tool Corp.	34.99
Costco	34.47
Penguin Random House	31.77
Demco Inc.	25.61
Brandmeyer Popcorn Co.	25.00
Casey's	19.88
Target	18.53
Buff City Soap	15.00
Boomerang	14.99
Dollar Tree	13.00
Party City	12.50
Walgreen's	10.77
New York Times	7.95
USPS	7.31
Arty Crafty Kids	5.00
Total	26,248.19



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Personnel Report

ATTACHMENTS:

File Name	Description	Type	Upload Date
1.04.22_Personnel_Report.pdf	January 4, 2022 Personnel Report	Support Document	12/30/2021

AMENDED
Personnel Memorandum
January 4, 2022

*The buildings to which employees are being assigned upon hire, from and to which employees are transferring and/or being reassigned, and from which they are departing is provided at Board request. **These locations are informational only and based on district needs at the time of the Personnel Memorandum; contracts and employment agreements are between the employee and the district.** Board approval of these internal hires and transitions does not create a contractual relationship between the employee and a particular building nor does it limit the rights and obligations outlined in any relevant collective bargaining agreement.*

Existing Employees Moving: 2021-2022

New External Hires: 2021-2022

Jennifer Staple, Secretary, Warehouse (1/19/2022)
Kaedee Pagliai, Special Education Associate, Ankeny High (1/5/2022)
Ryli Smith, Spanish, Centennial High (1/5/2022)
Senita Hasanagic, Cook, Northview Middle School (Pending Physical Assessment)
Daniela Antiquiera, General Ed Associate, Southeast Elementary (1/10/2022)
Hailey Cavenas, Special Ed Associate, East Elementary (Pending Physical Assessment)
Maci Ballard, Special Ed Associate, Rock Creek Elementary (Pending Physical Assessment)
Courtney Mason, General Ed Associate, Parkview Middle School (Pending Background Check)

New Internal Hires: 2021-2022

Michael Mertz, Business Club, Ankeny High (1/4/2022)

Employee Terminations, Resignations or Retirements

Andrea Shaw, Study Hall Associate, Prairie Ridge Middle School (1/3/2022)
Brandy Whitney, Cook, Ankeny High School (12/28/2022)
Erin Anderson, 4th Grade Teacher, Crocker Elementary (6/1/2022)
Christine Epping, 9th Grade Social Studies Teacher, Southview Middle School (6/1/2022)
James Landuyt, 7th Grade Technology Exploratory Teacher, Parkview Middle School (6/1/2022)
Theresa Even, Food Service Lead, East Elementary (1/6/2022)
Janelle Medici, Secretary, Southview Middle School (1/17/2022)
Jeri Landrum, Special Ed Associate, Rock Creek Elementary (1/4/2022)



ANKENY
COMMUNITY SCHOOL DISTRICT

*Ankeny Community Schools is unified in its commitment, passion, and vision
so every learner is prepared to achieve a lifetime of personal success.*

*Minutes
Special Board Meeting
January 10, 2022
4:00 PM*

Please turn off cellular phone during the meeting. Thank you.

1. Call To Order

a. Members Present

Trent Murphy - President
Ryan Weldon - Vice President
Sarah Barthole
Joy Burk
Katie Claeys
Amy Tagliareni

b. Others in Attendance

See Attached List

c. Board Meeting Access

Livestream: www.YouTube.com/AnkenySchools

d. Board Meeting Capacity

Starting Monday, October 4, 2021, Ankeny Community School District's board meetings (located at 306 SW School Street) will be limited to the board room's capacity of 35 seats. The Neveln Building, located next door where overflow seating is located, will be under construction and no longer accessible. This long-planned construction work on the Neveln building is scheduled to last through December 2022. Member of the public are welcome to watch the live stream of the board meetings on our YouTube Channel.

2. Approval Of Agenda

On a motion by Sarah Barthole and seconded by Ryan Weldon, it was RESOLVED: The Board approved to motion to approve and accept this agenda without amendment.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

3. Pledge of Allegiance

4. Information Only

a. OSHA ETS Update

- Legal update to the Board of Directors on new developments related to OSHA ETS and Iowa OSHA directive adopted by Governor Kim Reynolds on January 7, 2022

5. Old Business

a. Action on Emergency Policy 403.70 - Vaccination and Testing

On a motion by Sarah Barthole and seconded by Ryan Weldon, it was RESOLVED: The Board approved to immediately suspend the Emergency Policy 403.70 - Vaccination and Testing until such time that the Board takes further action on the policy.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Murphy, Weldon.

Motion carried 4 - 2.

Directors voting no: Nays: Claeys, Tagliareni.

6. Adjournment

On a motion by Sarah Barthole and seconded by Ryan Weldon, it was RESOLVED: The Board adjourned at 4:31pm.

Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Murphy, Tagliareni, Weldon.

Motion carried 6 - 0.

Respectfully Submitted,

Board President

Board Secretary



ANKENY
COMMUNITY SCHOOL DISTRICT

Board of Education Meeting
January 10, 2022

Others in Attendance

Name

1. Dr. Erick Pruitt, Superintendent
2. Jennifer Jamison, CFO/Board Secretary
3. Jessica Dirks, Chief Officer of Human Resources and Legal Affairs
4. Melissa Schilling (telephonic), District Legal Counsel
5. Ken Morris, Director of Equity
6. Tim Simpkin, Director of Operations
7. Jodie Graham, Director of Human Resources
8. Shannon Cole, Communications
9. Jon Davis, ACSD
10. Sarah Murphy, ACSD
11. Kathryn Armstrong
12. Chris Higgins
13. Shelly Northway
14. Mike Boussetot
15. Greg Black
16. Tiffany Beavers



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Open Enrollment

ATTACHMENTS:

File Name	Description	Type	Upload Date
01-18-2022_OE_List_for_Board_Meeting.pdf	Open Enrollment - January 18, 2022	Support Document	1/14/2022

Open Enrollment – 01/18/22 Board Agenda

Name	Grade	Resident District	Receiving District	School Year
Lee, Woo-Jin	6	Ankeny	West Des Moines	2021-22
Lee, Seo-Jin	9	Ankeny	West Des Moines	2021-22

Superintendent Recommendation: Approve above open enrollment requests.

				2021-22
--	--	--	--	---------

Superintendent Recommendation: Deny above open enrollment requests.

				2021-22
--	--	--	--	---------

Superintendent Recommendation: Approve above open enrolled Varsity participation waiver requests.



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Paid Bills

ATTACHMENTS:

File Name	Description	Type	Upload Date
January_18_2022_Paid_Bills.pdf	January 18,2022 Paid Bills	Support Document	1/13/2022

PAID BILLS LISTING JANUARY 18, 2022
 ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
464624	GENERAL	COLLECTION SERVICES CENTER	\$949.81	OTHER DISBURSEMENT
464625	GENERAL	ROTH - COMMON REMITTER	\$675.00	OTHER DISBURSEMENT
464626	GENERAL	COMMON REMITTER SERVICES	\$2,362.34	OTHER DISBURSEMENT
464627	GENERAL	GENERAL FUND - DENTAL SERVICE	\$6,138.05	OTHER DISBURSEMENT
464628	GENERAL	GREAT WESTERN BANK	\$18,495.74	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$27,356.34	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$79,084.44	OTHER DISBURSEMENT
464629	GENERAL	IOWA DEPARTMENT OF REVENUE	\$124.64	OTHER DISBURSEMENT
464630	GENERAL	IPERS-FOAB	\$2,765.66	OTHER DISBURSEMENT
464631	GENERAL	ISOLVED BENEFIT SERVICES	\$60.00	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$3,850.48	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$96.95	OTHER DISBURSEMENT
464632	GENERAL	POLK COUNTY SHERIFF	\$220.53	OTHER DISBURSEMENT
464633	GENERAL	TREASURER STATE OF IOWA	\$16,496.45	OTHER DISBURSEMENT
464634	GENERAL	UNITED STATES TREASURY	\$239.10	OTHER DISBURSEMENT
464635	GENERAL	FIDELITY SECURITY LIFE	\$10,297.56	OTHER DISBURSEMENT
464636	GENERAL	COLONIAL LIFE PROCESSING CENTER	\$124.85	OTHER DISBURSEMENT
	GENERAL	COLONIAL LIFE PROCESSING CENTER	\$195.76	OTHER DISBURSEMENT
	GENERAL	COLONIAL LIFE PROCESSING CENTER	\$59.10	OTHER DISBURSEMENT
464637	GENERAL	MADISON NATIONAL LIFE INSURANCE CO.	\$9,514.46	INSTR DISBURSEMENT
	GENERAL	MADISON NATIONAL LIFE INSURANCE CO.	\$14,656.43	INSTR DISBURSEMENT
464638	GENERAL	UHS PREMIUM BILLING	\$1,239,271.49	OTHER DISBURSEMENT
464639	GENERAL	ABC PEST CONTROL	\$813.20	MAINT SERVICE
464640	GENERAL	ADVENTURE LIGHTING INC	\$238.61	MAINT SUPPLIES
464644	GENERAL	AMAZON BUSINESS	\$58.41	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,085.86	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$412.80	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$594.09	INSTR SUPPLIES
	ATHLETIC	AMAZON BUSINESS	\$736.99	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$431.55	MAINT SUPPLIES
	GENERAL	AMAZON BUSINESS	\$2,660.92	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$106.40	ADMIN SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$668.96	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	(\$59.88)	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$254.41	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$84.82	MAINT SUPPLIES
	464645	GENERAL	AMERICAN ASSOCIATION OF SCHOOL	\$225.00
464646	ATHLETIC	AMES HIGH SCHOOL	\$145.00	INSTR DUES
464647	ACTIVITY	ANDERSON/ERICKSON DAIRY INC.	\$178.51	INSTR SUPPLIES
464648	GENERAL	ANKENY CHAMBER OF COMMERCE	\$3,570.00	ADMIN DUES
464649	GENERAL	ANKENY ECONOMIC DEVELOPMENT CORP	\$1,500.00	ADMIN DUES
464650	GENERAL	ANKENY HARDWARE	\$364.36	MAINT SUPPLIES
	GENERAL	ANKENY HARDWARE	\$15.96	MAINT SUPPLIES
	ATHLETIC	ANKENY HARDWARE	\$135.99	INSTR SUPPLIES
	GENERAL	ANKENY HARDWARE	\$180.96	MAINT SUPPLIES
464651	GENERAL	ANKENY SANITATION	\$218.28	MAINT SERVICE
464652	GENERAL	ANKENY SCHOOL FOUNDATION	\$155.00	INSTR REFUNDS
464653	GENERAL	ARC IOWA PT PLUS LLC	\$1,350.00	ADMIN SERVICE
464654	GENERAL	AREA EDUCATION AGENCY 11	\$23.75	INSTR SUPPLIES
464655	GENERAL	ARNOLD MOTOR SUPPLY	\$569.94	MAINT SUPPLIES
	GENERAL	ARNOLD MOTOR SUPPLY	\$118.95	MAINT SUPPLIES
464656	GENERAL	ART CRAFT STUDIO INC.	\$197.25	INSTR SUPPLIES
464657	GENERAL	ASI SIGN SYSTEMS	\$708.00	ADMIN SUPPLIES
464658	ATHLETIC	BACKSPIN INDOOR GOLF & BAR	\$245.00	INSTR SERVICE
464659	GENERAL	MARK J. BECKER & ASSOCIATES LLC	\$5,000.00	ADMIN SERVICE
464660	ATHLETIC	MARIA BISE	\$1,440.00	INSTR SUPPLIES
464661	GENERAL	DICK BLICK	\$66.70	INSTR SUPPLIES
464662	ATHLETIC	BOBS CUSTOM TROPHIES	\$520.20	INSTR SUPPLIES
464663	ATHLETIC	BREG INC	\$76.79	INSTR SUPPLIES
464664	ATHLETIC	KARI BUDNIK	\$120.00	INSTR OFFICIALS
464665	GENERAL	BULB GUY LIGHTING	\$930.00	MAINT SUPPLIES
464666	ACTIVITY	CAFE DIEM	\$550.00	INSTR SUPPLIES
464667	GENERAL	CAPITAL SANITARY SUPPLY CO INC	\$6,934.03	MAINT SUPPLIES
464668	GENERAL	CAROLINA BIOLOGICAL SUPPLY CO	\$426.89	INSTR SUPPLIES
464669	GENERAL	CARQUEST AUTO PARTS	\$244.05	MAINT SUPPLIES
464670	GENERAL	JON CHAPMAN	\$210.00	INSTR SERVICE
464671	GENERAL	CHEMSEARCH	\$139.95	MAINT SUPPLIES
	GENERAL	CHEMSEARCH	\$1,182.89	MAINT SERVICE

PAID BILLS LISTING JANUARY 18, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
464672	GENERAL	CINTAS	\$387.95	MAINT SERVICE
464673	GENERAL	CIT CHARTERS	\$9,308.02	TRANSP TRAVEL
	GENERAL	CIT CHARTERS	\$2,568.57	TRANSP SERVICE
464674	GENERAL	CITY OF ANKENY	\$4,219.27	MAINT SUPPLIES
	GENERAL	CITY OF ANKENY	\$2,028.13	TRANSP SUPPLIES
	GENERAL	CITY OF ANKENY	\$23,583.02	TRANSP SUPPLIES
464675	GENERAL	CITY SUPPLY CORPORATION	\$5,970.00	ADMIN EQUIP
464676	ATHLETIC	BRYAN CONNOR	\$140.00	INSTR OFFICIALS
464677	ATHLETIC	DECKER SPORTING GOODS INC	\$843.85	INSTR SUPPLIES
464678	GENERAL	DES MOINES AREA COMM. COLLEGE	\$119,590.00	INSTR TUITION
464679	GENERAL	DES MOINES REGISTER - NIE	\$193.50	INSTR SUPPLIES
	GENERAL	DES MOINES REGISTER - NIE	\$134.50	MEDIA SUPPLIES
	ACTIVITY	DES MOINES REGISTER - NIE	\$59.00	INSTR SUPPLIES
464680	GENERAL	DEWEY FORD	\$882.07	MAINT SUPPLIES
464681	ACTIVITY	DORNINK	\$12,714.00	INSTR SUPPLIES
464682	ATHLETIC	DRUE WOLFE	\$750.00	INSTR SERVICE
464683	GENERAL	DURHAM SCHOOL SERVICES	\$348,500.50	TRANSP SERVICE
	GENERAL	DURHAM SCHOOL SERVICES	\$44,950.38	TRANSP SERVICE
464684	GENERAL	ECHO ELECTRIC SUPPLY CO	\$600.45	MAINT SUPPLIES
464685	GENERAL	EMS DETERGENT SERVICES	\$39.50	INSTR SERVICE
464686	GENERAL	ENCORE STRIPING & SWEEPING LLC	\$445.00	MAINT SUPPLIES
	PPEL	ENCORE STRIPING & SWEEPING LLC	\$18,430.00	CONSTRUCT SERVICE
464687	GENERAL	FIBER PLATFORM LLC	\$2,828.00	ADMIN SERVICE
464688	GENERAL	FILTER SHOP INC.	\$1,123.90	MAINT SUPPLIES
	GENERAL	FILTER SHOP INC.	\$696.15	MAINT SUPPLIES
	GENERAL	FILTER SHOP INC.	\$1,043.50	MAINT SERVICE
464689	GENERAL	FOOD BANK OF IOWA	\$4,306.36	INSTR REFUNDS
464690	GENERAL	FOUNDATION BUILDING MATERIALS LLC	\$147.20	MAINT SUPPLIES
464691	NON STUDENT AGENCY	SHANELL FREESEMAN	\$160.00	COMM ENG SERVICE
464692	GENERAL	FRONTSTREAM HOLDINGS LLC	\$297.90	ADMIN SERVICE
464693	GENERAL	GAME TIME	\$1,159.33	INSTR EQUIP
464694	GENERAL	GARLAND'S INC.	\$26.00	MAINT SUPPLIES
464695	GENERAL	RAYMOND GEDDES & COMPANY INC.	\$164.63	INSTR SUPPLIES
464696	GENERAL	W.W. GRAINGER INC.	\$14.72	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$537.44	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$174.04	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$408.39	MAINT SUPPLIES
464697	ATHLETIC	GUARDIAN INNOVATIONS, LLC	\$10,455.80	INSTR SUPPLIES
464698	GENERAL	HANDS UP COMMUNICATIONS INC	\$225.00	ADMIN SERVICE
464699	ATHLETIC	MEL HEINTZ	\$60.00	INSTR OFFICIALS
464700	ATHLETIC	RYAN HEINTZ	\$60.00	INSTR OFFICIALS
464701	ATHLETIC	ROBERT HOEG	\$140.00	INSTR OFFICIALS
464702	ACTIVITY	HOME DEPOT	\$149.90	INSTR SUPPLIES
	GENERAL	HOME DEPOT	\$537.00	MAINT SUPPLIES
	PPEL	HOME DEPOT	\$3,074.00	MAINT EQUIP
	GENERAL	HOME DEPOT	\$138.02	INSTR SUPPLIES
	GENERAL	HOME DEPOT	\$200.68	MAINT SUPPLIES
	SAVE - CP	HOME DEPOT	\$129.00	CONSTRUCT SUPPLIES
	GENERAL	HOME DEPOT	\$381.41	MAINT SUPPLIES
464703	GENERAL	HY-VEE - N. ANKENY BLVD	\$455.77	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$8.99	INSTR SUPPLIES
	ATHLETIC	HY-VEE - N. ANKENY BLVD	\$30.90	INSTR SUPPLIES
	ATHLETIC	HY-VEE - N. ANKENY BLVD	\$3.48	INSTR SUPPLIES
464704	GENERAL	HY-VEE - PRAIRIE TRAIL	\$60.22	INSTR SUPPLIES
464705	ATHLETIC	INDIANOLA ATHLETIC DEPARTMENT	\$125.00	INSTR DUES
464706	GENERAL	INFOMAX OFFICE SYSTEMS	\$4,438.93	ADMIN SERVICE
464707	GENERAL	INTERACTIVE HEALTH TECHNOLOGIES	\$1,500.00	INSTR SUPPLIES
464708	GENERAL	IOWA ASSOC OF SCHOOL BOARDS	\$1,665.00	ADMIN DUES
	GENERAL	IOWA ASSOC OF SCHOOL BOARDS	\$390.00	ADMIN DUES
464709	ATHLETIC	IOWA ASSOC OF TRACK COACHES	\$200.00	INSTR DUES
464710	GENERAL	IOWA COMMUNICATIONS NETWORK	\$394.41	ADMIN SERVICE
464711	ATHLETIC	IOWA GIRLS HS ATH UNION	\$320.00	INSTR SUPPLIES
464712	ACTIVITY	IOWA HIGH SCHOOL SPEECH ASSOC	\$112.00	INSTR DUES
464713	GENERAL	IOWA SPORTS TURF MANAGERS ASSOC.	\$75.00	MAINT DUES
464714	GENERAL	JOSTENS	\$6,540.50	ADMIN SUPPLIES
464715	ATHLETIC	JEFFREY L JUNKER	\$135.00	INSTR OFFICIALS
464716	ATHLETIC	THOMAS KIRK	\$140.00	INSTR OFFICIALS
464717	ATHLETIC	SAMUEL KLANN	\$120.00	INSTR OFFICIALS

PAID BILLS LISTING JANUARY 18, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
464718	GENERAL	KLEENER IMAGE	\$4,358.70	MAINT SUPPLIES
464719	ATHLETIC	SCOTT KOCH	\$120.00	INSTR OFFICIALS
464720	GENERAL	LAKESHORE LEARNING MATERIALS	\$720.10	INSTR SUPPLIES
464721	GENERAL	LANCASTER ARCHERY SUPPLY INC	\$539.90	INSTR SUPPLIES
464723	GENERAL	LASER RESOURCES L.L.C.	\$48.59	ADMIN SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$16.43	MAINT SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$16,091.55	ADMIN SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$7,155.00	ADMIN SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$879.83	ADMIN SERVICE
464724	ATHLETIC	CHRIS LYNCH	\$120.00	INSTR OFFICIALS
464725	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$946.73	INSTR SUPPLIES
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$699.58	MEDIA BOOKS
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$799.00	MEDIA SUPPLIES
464726	GENERAL	MAIL SERVICES LLC	\$3,334.83	ADMIN SERVICE
464727	ACTIVITY	MARK'S DANCEWEAR	\$4,512.80	INSTR SUPPLIES
464728	ACTIVITY	MARTIN BROTHERS	\$1,400.62	INSTR SUPPLIES
	GENERAL	MARTIN BROTHERS	\$3,056.18	INSTR SUPPLIES
464729	ACTIVITY	MENARDS	\$258.00	INSTR SUPPLIES
	GENERAL	MENARDS	\$65.10	MAINT SUPPLIES
464730	ATHLETIC	MINNESOTA NATIONAL WRESTLING DUALS	\$400.00	INSTR DUES
464731	GENERAL	MMIT BUSINESS SOLUTIONS GROUP	\$32.74	ADMIN SERVICE
464732	ATHLETIC	NDA NATIONAL DANCE ALLIANCE	\$15,889.00	INSTR TRAVEL
464733	ATHLETIC	ROBERT NESWOLD	\$50.00	INSTR OFFICIALS
464734	ACTIVITY	PATRIOT APPAREL INC	\$119.00	INSTR SUPPLIES
464735	GENERAL	OFFICE DEPOT	\$67.53	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$30.44	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$423.93	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$18.79	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$63.20	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$50.82	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$50.82	INSTR SUPPLIES
464736	SAVE - CP	OPN ARCHITECTS	\$10,175.81	CONSTRUCT SERVICE
464737	GENERAL	THE PAPER CORPORATION	\$4,327.20	ADMIN SUPPLIES
464738	GENERAL	CHERESE PEARSON	\$30.15	INSTR TRAVEL
464739	GENERAL	J W PEPPER	\$362.24	INSTR SUPPLIES
464740	GENERAL	PER MAR SECURITY & RESEARCH CORP	\$10.00	MAINT SUPPLIES
	GENERAL	PER MAR SECURITY & RESEARCH CORP	\$114.50	MAINT SERVICE
	GENERAL	PER MAR SECURITY & RESEARCH CORP	\$7,662.77	MAINT SERVICE
464741	ATHLETIC	RICHARD PETERSON	\$50.00	INSTR OFFICIALS
464742	GENERAL	PLTW	\$2,400.00	ADMIN SERVICE
464743	GENERAL	PLUMB SUPPLY CO.	\$49.00	MAINT SUPPLIES
464744	GENERAL	PTM DOCUMENT SYSTEMS	\$95.20	ADMIN SUPPLIES
464745	GENERAL	RESOURCE SERVICES INC	\$2,545.00	MAINT SERVICE
	GENERAL	RESOURCE SERVICES INC	\$847.50	MAINT SUPPLIES
464746	NON STUDENT AGENCY	REVTRAK	\$48.84	COMM ENG SERVICE
464747	GENERAL	ROBERT HALF OFFICE TEAM	\$6,822.92	ADMIN SERVICE
464748	GENERAL	ROSS CHEMICAL SYSTEMS	\$1,170.70	MAINT SUPPLIES
464749	ATHLETIC	GAVIN KEITH SANDVIG	\$140.00	INSTR OFFICIALS
464750	GENERAL	SAVVAS LEARNING CO LLC	\$5,791.94	INSTR BOOKS
464751	GENERAL	SECURITAS SECURITY SERVICES USA INC	\$7,061.93	ADMIN SERVICE
464752	GENERAL	SEESAW LEARNING INC	\$1,237.50	INSTR SUPPLIES
464753	GENERAL	SENECA COMPANIES INC	\$524.00	MAINT SERVICE
464754	GENERAL	SEVERIN INTERMEDIATE HOLDINGS LLC	\$420.00	ADMIN SERVICE
464755	ATHLETIC	SIGNARAMA - ANKENY	\$157.50	INSTR SUPPLIES
464756	GENERAL	SOUTHEASTERN PERFORMANCE APPAREL	\$677.31	INSTR SUPPLIES
464757	ACTIVITY	STACEY'S INC.	\$3,900.00	INSTR SUPPLIES
464758	SAVE - CP	STAHL CONSTRUCTION CO.	\$16,535.37	CONSTRUCT SERVICE
464759	GENERAL	STATE OF IOWA-DIVISION OF LABOR	\$175.00	MAINT SERVICE
464760	GENERAL	STONER MUSIC INC	\$140.00	INSTR SERVICE
464761	GENERAL	SUBSCRIPTION SERVICES OF AMERICA	\$132.82	MEDIA BOOKS
464762	ATHLETIC	ROY THOMAS SWINGER	\$50.00	INSTR OFFICIALS
464763	GENERAL	TRESONA MULTIMEDIA LLC	\$4,820.00	INSTR SUPPLIES
464764	GENERAL	TRIPLETT OFFICE ESSENTIALS	\$79.93	ADMIN SUPPLIES
	GENERAL	TRIPLETT OFFICE ESSENTIALS	\$459.85	INSTR SUPPLIES
	ATHLETIC	TRIPLETT OFFICE ESSENTIALS	\$453.07	INSTR SUPPLIES
464765	GENERAL	U.S. GAMES INC.	\$44.24	INSTR SUPPLIES
464766	GENERAL	ULINE	\$184.15	ADMIN SUPPLIES
464767	ATHLETIC	UNIVERSITY OF NORTHERN IOWA	\$300.00	INSTR DUES
464768	GENERAL	ERIN VAN DORIN	\$112.37	INSTR TRAVEL

PAID BILLS LISTING JANUARY 18, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
464769	GENERAL	VERITIV OPERATING CO	\$195.20	ADMIN SUPPLIES
464770	GENERAL	WALL STREET JOURNAL	\$712.00	INSTR SUPPLIES
464771	PPEL	WALSH DOOR & HARDWARE	\$2,198.39	MAINT SERVICE
	GENERAL	WALSH DOOR & HARDWARE	\$3,657.86	MAINT SERVICE
	GENERAL	WALSH DOOR & HARDWARE	\$3,672.77	MAINT SUPPLIES
464772	ACTIVITY	WEST MUSIC COMPANY	\$308.95	INSTR SUPPLIES
	GENERAL	WEST MUSIC COMPANY	\$84.95	INSTR SUPPLIES
464773	NON STUDENT AGENCY	YOUTH ENRICHMENT LEAGUE	\$4,094.00	COMM ENG SERVICE
464774	ATHLETIC	DANIEL L ZEGERS	\$120.00	INSTR OFFICIALS
		GENERAL FUND SUB-TOTAL	\$2,267,978.37	
15973	ATHLETIC	GREAT WESTERN BANK	\$3,050.00	ATHLETIC CHANGE CASH
15974	ATHLETIC	GREAT WESTERN BANK	\$5,250.00	ATHLETIC CHANGE CASH
15975	ATHLETIC	DENNIS PEPPMEIER	\$60.00	INSTR OFFICIALS
15976	ACTIVITY	SAM'S CLUB	\$402.26	INSTR SUPPLIES
15977	GENERAL	SAMUEL HENITZ	\$75.00	INSTR OFFICIALS
15978	GENERAL	BULLSEYE TELECOM	\$80.99	ADMIN SERVICE
15979	GENERAL	CITY OF ANKENY - WATER	\$34,598.81	MAINT SERVICE
15980	ATHLETIC	GREAT WESTERN BANK	\$5,300.00	ATHLETIC CHANGE CASH
15981	ATHLETIC	GREAT WESTERN BANK	\$5,900.00	ATHLETIC CHANGE CASH
15982	GENERAL	MCI	\$209.27	ADMIN SERVICE
15983	GENERAL	MEDIACOM	\$2,600.00	ADMIN SERVICE
	GENERAL	MEDIACOM	\$269.95	ADMIN SERVICE
15984	GENERAL	MIDAMERICAN ENERGY	\$7,097.65	MAINT SUPPLIES
15985	GENERAL	CENTURY LINK	\$225.20	ADMIN SERVICE
15986	NON STUDENT AGENCY	INTERNATIONAL E-Z UP	\$805.62	INSTR EQUIP
	ATHLETIC	INTERNATIONAL E-Z UP	\$805.62	INSTR EQUIP
15987	GENERAL	WINDSTREAM	\$1,228.60	ADMIN SERVICE
		GENERAL FUND SUB-TOTAL	\$67,958.97	
		GENERAL FUND GRAND TOTAL	\$2,335,937.34	
700659	CHILD CARE FUND	DURHAM SCHOOL SERVICES	\$15,960.00	TRANSP SERVICE
700660	CHILD CARE FUND	IOWA DEPARTMENT OF HUMAN SERVICES	\$225.00	INSTR DUES
700661	CHILD CARE FUND	LASER RESOURCES L.L.C.	\$122.93	ADMIN SERVICE
700662	CHILD CARE FUND	REVTRAK	\$117.56	ADMIN SERVICE
700663	CHILD CARE FUND	WEE'S TEES LLC	\$1,620.00	INSTR SUPPLIES
		CHILD CARE FUND GRAND TOTAL	\$18,045.49	
245215	NUTRITION	AMERICAN BOTTLING COMPANY	\$613.50	NUTRITION SUPPLIES
245216	NUTRITION	BASCOM TRUCK & AUTOMOTIVE INC.	\$833.89	MAINT SERVICE
245217	NUTRITION	EMS DETERGENT SERVICES	\$2,164.24	NUTRITION SUPPLIES
245218	NUTRITION	GOODWIN TUCKER GROUP	\$2,153.54	MAINT SERVICE
245219	NUTRITION	LASER RESOURCES L.L.C.	\$97.44	MAINT SERVICE
245220	NUTRITION	LOFFREDO FRESH PRODUCE CO	\$6,047.83	NUTRITION SUPPLIES
245224	NUTRITION	MARTIN BROTHERS	\$10,350.27	NUTRITION SUPPLIES
	NUTRITION	MARTIN BROTHERS	\$74,663.25	NUTRITION SUPPLIES
245225	NUTRITION	RESOURCE SERVICES INC	\$2,845.81	MAINT SERVICE
245226	NUTRITION	SWEET HONEY INC.	\$6,000.00	MAINT SERVICE
		NUTRITION FUND GRAND TOTAL	\$105,769.77	

PAID BILLS LISTING JANUARY 18, 2022
ANKENY CSD BOARD MEETING FISCAL 2021-22

This is to certify that the following expenditures have been approved this 18th day of January, 2022

General Fund/Student Activity/Capital Projects/PPEL/Debt Service/SAVE	\$ 2,335,937.34
Childcare Fund	\$ 18,045.49
Nutrition Fund	\$ 105,769.77

Trent Murphy, President

Ryan Weldon, Vice President

Sarah Barthole

Deshara Bohanna

Joy Burk

Katie Claeys

Amy Tagliareni

Jennifer Jamison, Board Secretary



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Personnel Report

ATTACHMENTS:

File Name	Description	Type	Upload Date
1.18.22_Personnel_Report.pdf	1.18.22 Personnel Report	Support Document	1/14/2022

AMENDED
Personnel Memorandum
January 18, 2022

*The buildings to which employees are being assigned upon hire, from and to which employees are transferring and/or being reassigned, and from which they are departing is provided at Board request. **These locations are informational only and based on district needs at the time of the Personnel Memorandum; contracts and employment agreements are between the employee and the district.** Board approval of these internal hires and transitions does not create a contractual relationship between the employee and a particular building nor does it limit the rights and obligations outlined in any relevant collective bargaining agreement.*

Existing Employees Moving: 2021-2022

Michael Mertz, 8th Assistance Boys Track at Southview, reassigned to 8th Head Boys Track, Southview (1/18/2022)

Mitchell Elbert, 8th Head Boys Track, Southview, reassigned to 8th Assistant Boys Track, Southview (1/18/2022)

Zulfo Zilic, Custodian at Southeast Elementary, reassigned to Centennial High School (1/10/2022)

Tom Wilson, Custodian at Centennial High School, reassigned to Southeast Elementary (1/10/2022)

New External Hires: 2021-2022

Josh Harry, JV 1 Head Boys Soccer, Centennial (3/01/2022)

Vildana Ramic, Special Education Associate, Westwood Elementary (1/20/2022)

Lisa Baker, Special Education Associate, Westwood Elementary (Pending Background Check)

Sarah Madison, Special Education Associate, Heritage Elementary (Pending Background Check)

Karen Carr, Attendance Secretary Part-time, Southview Middle School, (Pending Background Check)

New External Hires: 2022-2023

Coltyn Harry, Special Education Teacher, TBD (8/2022)

New Internal Hires: 2021-2022

Rosalyn Lovell, Transferring from General Ed Associate, Southeast Elementary to Special Education Associate, Southeast Elementary (Pending Physical Assessment)

Ashley Avila, Transferring from Part-Time Special Education Associate at Rock Creek Elementary, to Full-Time Special Education Associate at Rock Creek Elementary **(1-19-2022)**

Tina Christman, Transferring from 12 Month Secretary at Ankeny High School to Curriculum Assistant at District Office (01/31/2022)

New Internal Hires: 2022-2023

Drew Cumings-Peterson, Transferring from Language Arts teacher at Centennial High School to 7th Grade Literacy Teacher at Parkview Middle School (8/2022)

Heidi Reichart, Transferring from 5th Grade Teacher at Rock Creek Elementary to Exploring Technology Teacher at Prairie Ridge Middle School (8/2022)

Employee Terminations, Resignations or Retirements

Anna Russell, Special Education Associate, Westwood Elementary (6/2/2021)

Jeffrey Schumacher, Principal, Parkview Middle School (6/30/2022)

Cody Leander, 8th Assistant Football, Southview (1/11/2022)

Tiffany Rutter, Special Education Associate, Centennial High (1/14/22)

Joni Clay, 3rd Grade Teacher, Prairie Trail Elementary (6/1/2022)

Lillie Clark, Cook, Centennial High School (1/14/2022)

Erinn McCann, Special Education Associate, Crocker Elementary (1/26/2022)



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Approval of Consent Agenda

Extended Information: Superintendent Recommendations: Approve and accept these consent agenda items as recommended.

ATTACHMENTS:

File Name	Description	Type	Upload Date
------------------	--------------------	-------------	--------------------

No Attachments Available



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Facilities & Finance Committee Minutes - December 2021

ATTACHMENTS:

File Name	Description	Type	Upload Date
Minutes_2021.12.09_Minutes_Only.pdf	Facility and Finance Committee Minutes - Dec. 2021	Support Document	1/11/2022



ANKENY COMMUNITY SCHOOL DISTRICT

*Ankeny Community Schools is unified in its commitment, passion, and vision
so every learner is prepared to achieve a lifetime of personal success.*

Facilities/Finance Committee Meeting

MINUTES

**Northview Middle School, 1302 N Ankeny Blvd, Conference Room Door
W22**

December 9, 2021

4:30 PM

Please turn off cellular phone during the meeting. Thank you.

- **Welcome**

Attendees:

Jeff Johnson

Mike Loew

Lori Lovstad

Cindy Harris

Darin Haack

Tim Simpkins

Rob Scott

Dallon Christensen

Jennifer Jamison

John Patterson

Mike Rooney

- **Approval of Minutes:**

1. **Facilities & Finance Committee - November 2021**

- The November 18, 2021 Facilities & Finance Committee Meeting Minutes were approved.

- **Update from Board**

- **Updates:**

1. **Elementary #12 Project Bids**

- Tim Simpkins gave an update on Elementary #12 Project bids.

2. Northview Middle School Re-Roof Phase III Project Bids

- Tim Simpkins gave an update on Northview Middle School Re-Roof Phase III Project bids.

3. SAVE End of Year Report

- Dallon Christensen shared the SAVE End of the Year report.

4. School Finance Refresher

- Jennifer Jamison gave a refresher on school finance.

- **Review Change Orders**

1. December 9, 2021 Construction Change Orders

- Tim Simpkins discussed the Construction Change Orders.

- **Additional Items:**

- **Adjournment**

- The Facilities & Finance Committee adjourned at 5:40 p.m.

Future Meetings Dates:

1. Future Meetings:

- January 13, 2021
- February 10, 2021
- March 10, 2021



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Policy Committee Minutes - December 2021

ATTACHMENTS:

File Name	Description	Type	Upload Date
2021.12.16_Minutes_Only.pdf	Policy Committee Minutes - December 2021	Support Document	1/10/2022



ANKENY COMMUNITY SCHOOL DISTRICT

*Ankeny Community Schools is unified in its commitment, passion, and vision
so every learner is prepared to achieve a lifetime of personal success.*

Policy Committee Meeting

MINUTES

**Northview Middle School, 1302 N Ankeny Blvd, Conference Room Door
W22**

December 16, 2021

4:30 PM

Please turn off cellular phone during the meeting. Thank you.

- **Welcome**

Attendees:

Jessica Dirks

Jodie Graham

Darin Haack

Lori Schrader-Bacher

Emily Archer

Lori Lovstad

Jen Lindaman

Katie Claeys

Sarah Barthole

- **Approval of Minutes:**

1. **Policy Committee Minutes- November 2021**

- The November 18, 2021 Policy Committee Minutes were approved.

- **Updates:**

1. **Policies Scheduled for Review**

- 302.23 Collective Bargaining/Negotiations Team - *Five-year review; changes for clarity & consistency*
- 802.10 Local, State, & Federal Income - *Five-year review; changes for clarity & consistency*
- 802.30 Educational Material Fees - *Five-year review; changes for clarity & consistency*
- 804.71 Internal Controls - *Five-year review; changes for clarity & consistency*
- 302.30 Administrator Code of Ethics - *Five-year review; changes for clarity &*

consistency

- 303.10 Administrator Professional Development - *Five-year review; changes for clarity & consistency*
- 303.40 Development & Enforcement of Administrative Regulations - *Five-year review; changes for clarity & consistency*
- 303.50 Monitoring of Administrative Regulations - *Five-year review; elimination via consolidation into 303.40*
- 303.80 Administrator Civic Activities - *Five-year review; changes for clarity & consistency*
- 304.20 Authority to Spend - *Five-year review; changes for clarity & consistency*
- 307.00 Communication Channels -*Five-year review; changes for clarity, consistency, & alignment with current practice*
- 404.60 Jury Duty - *Five-year review; changes for clarity, consistency, & alignment with current practice*
- 400.33 Transporting of Students by Employees - *Five-year review; changes for clarity, consistency, & alignment with current practice*

- **Additional Items:**

1. **Discussion: Feedback on Instructional/Library Materials Review Process**

- **Adjournment**

- The Policy Committee meeting adjourned at 5:32 p.m.

Future Meetings Dates:

1. **Future Meetings:**

- January 20, 2022
- February 17, 2022



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Revenue Expenditure Report - December 2021

ATTACHMENTS:

File Name	Description	Type	Upload Date
2021-22GeneralFundSummary - DEC21.pdf	Revenue Expenditure Report - December	Support Document	1/14/2022

Ankeny CSD
 General Fund Expense
 Summary
 Through 12/31/2021

\$ in thousands	FY22	FY22	FY22	FY21	FY21	FY21	FY21	%
	YTD Actual	Annual Budget	YTD as % of Budget	YTD % of Actual	YTD Actual	Annual Budget	EOY Actual	Increase 2022 Budget vs 2021 Budget
Salaries/Wages								
Certified Staff	21,454.4	62,490.8	34.3%	35.2%	21,441.7	60,935.0	62,733.5	3%
Substitute Teachers	458.5	1,629.4	28.1%	22.7%	474.2	2,087.7	1,408.2	-22%
Coaches	581.4	1,444.2	40.3%	39.0%	581.5	1,492.6	1,409.5	-3%
Subtotal - Certified Staff	22,494.3	65,564.4	34.3%	34.9%	22,497.3	64,515.4	65,551.2	2%
Teacher & Media Assistants	3,368.3	8,336.6	40.4%	39.2%	3,214.0	8,196.2	7,675.1	2%
Associate Subs	94.3	350.0	27.0%	16.3%	69.3	425.0	108.3	-18%
Administrators	3,795.2	7,634.3	49.7%	49.5%	3,446.7	6,956.6	7,015.7	10%
Secretaries, Technicians	1,383.3	3,160.2	43.8%	43.9%	1,399.2	3,188.6	3,048.0	-1%
Operations and Transportation	1,950.2	4,248.3	45.9%	45.5%	1,864.6	4,095.0	4,147.0	4%
Total Salaries & Wages	33,085.7	89,293.8	37.1%	37.2%	32,491.0	87,376.7	87,545.3	2%
Benefits								
Insurance Benefits	5,270.2	12,098.2	43.6%	44.9%	5,821.7	12,963.8	12,828.0	-7%
Other Benefits (FICA, IPERS, etc.)	5,615.5	14,882.1	37.7%	37.2%	5,615.8	15,100.9	14,938.7	-1%
Total Benefits	10,885.7	26,980.3	40.3%	40.8%	11,437.5	28,064.7	27,766.8	-4%
Total Compensation	43,971.4	116,274.1	37.8%	38.1%	43,928.5	115,441.4	115,312.1	1%
Contracted Instructional Services								
Contracted Prof Services	1,227.4	2,890.6	42.5%	43.3%	1,209.9	2,792.9	2,357.4	3%
Total Professional Services	1,565.8	3,545.8	44.2%	41.1%	1,377.1	3,352.5	2,632.5	6%
Maintenance & Repairs								
Non-student Transportation	5.5	26.8	20.5%	30.3%	8.0	26.4	12.3	2%
Water/Sewer	168.1	49.5	339.6%	49.4%	200.5	405.9	435.9	-88%
Misc. Purchased Services (Pest Control, HVAC, etc)	(11.8)	302.0	-3.9%	18.1%	65.0	359.3	338.0	-16%
Purchased Services	328.9	548.9	59.9%	37.8%	375.7	994.2	1,016.0	-45%
Printing, Postage & Phone								
SpEd Tuition / OE out	381.3	3,092.5	12.3%	5.7%	240.0	4,230.5	3,082.0	-27%
Other Tuition out / OE out	189.8	829.3	22.9%	0.1%	0.5	817.0	894.3	2%
Durham Transportation	1,951.0	5,198.7	37.5%	34.1%	1,629.8	4,784.0	4,658.1	9%
Travel & Mileage Reimbursement	19.8	63.1	31.4%	4.5%	2.2	48.3	14.7	31%
Other Services	38.7	245.2	15.8%	10.0%	105.1	1,046.6	529.0	-77%
Other Purchased Services	2,747.7	9,815.8	28.0%	18.8%	2,147.4	11,399.7	9,515.1	-14%
Supplies								
Textbooks	191.5	2,156.9	8.9%	43.3%	653.7	1,509.5	1,080.4	43%
Workbooks, Library Books & Software	299.7	784.6	38.2%	29.8%	323.0	1,085.6	647.1	-28%
Utilities - Natural Gas & Electric	956.8	77.7	1231.3%	50.6%	867.6	1,714.7	1,898.7	-95%
Transportation Fuel & Parts	125.4	333.6	37.6%	29.0%	98.7	340.2	271.9	-2%
Operations Parts/Supplies	212.3	562.1	37.8%	41.3%	257.8	623.7	491.6	-10%
Other Supplies	142.7	153.3	93.1%	126.4%	214.7	169.9	245.3	-10%
Supplies	4,277.6	10,911.4	39.2%	33.3%	4,317.8	12,951.1	8,665.2	-16%
Equipment & Furniture								
Technology Equipment	191.1	673.0	28.4%	9.3%	62.8	672.7	65.9	0%
Other Equipment	31.3	483.2	6.5%	16.2%	88.2	544.0	322.1	-11%
Equipment	257.1	1,253.5	20.5%	18.5%	247.3	1,340.1	545.1	-6%
Total Non-Personnel Costs	9,176.9	26,075.4	35.2%	28.2%	8,465.3	30,037.7	22,373.8	-13%
Total, Excl. Transfers and AEA	53,148.4	142,349.4	37.3%	36.0%	52,393.8	145,479.1	137,685.9	-2%
Dues & Miscellaneous								
AEA Flow through	2,928.9	5,857.9	50.0%	0.0%	-	5,743.5	5,743.5	2%
Other Objects & Other Uses	3,112.0	7,338.3	42.4%	2.7%	185.7	6,900.1	6,012.1	6%
Grand Totals	56,260.3	149,687.8	37.6%	34.5%	52,579.5	152,379.3	143,698.0	-2%

**Ankeny CSD
General Fund Revenue Summary
Through 12/31/2021**

\$ in thousands	FY22	FY22	FY22	FY21	FY21	FY21	FY21	% Increase 2022 Budget vs 2021 Actual
	YTD Actual	Annual Budget	YTD as % of Budget	YTD as % of Actual	YTD Actual	Annual Budget	EOY Actual	
Property Taxes	30,143.0	58,449.5	52%	52%	28,969.6	55,713.3	56,130.8	5%
Tuition and Fees	113.9	2,788.7	4%	-2%	(52.7)	2,798.3	2,462.0	0%
Interest Income	19.6	25.0	78%	30%	123.8	406.0	171.9	-94%
Polk County Gaming Grant	-	125.0	0%	0%	-	158.0	105.3	-21%
Other Local Income	1,051.5	1,703.5	62%	46%	782.2	1,694.3	1,560.4	1%
Subtotal - Local Sources	31,327.9	63,091.7	50%	49%	29,822.9	60,769.9	60,430.4	4%
State Foundation Aid	24,692.3	61,730.8	40%	40%	24,579.0	61,447.5	61,139.9	0%
State Teacher Leadership Compensation	1,696.1	4,240.3	40%	40%	1,671.2	4,177.9	4,177.9	1%
State Early Intervention	320.7	801.7	40%	40%	314.8	786.9	786.9	2%
State Voluntary Preschool	374.1	939.5	40%	40%	441.9	1,110.1	1,110.1	-15%
Other State Sources	3,832.5	9,360.7	41%	41%	3,785.0	9,268.8	9,288.0	1%
Subtotal - State Sources	30,915.6	77,073.0	40%	40%	30,791.8	76,791.1	76,502.8	0%
Title 1	0.2	241.1	0%	12%	31.6	270.5	260.2	-11%
Medicaid Reimb.	443.1	1,600.0	28%	0%	-	1,600.0	395.1	0%
Other Federal Income	346.1	1,475.7	23%	33%	366.3	1,112.3	3,375.9	33%
Subtotal - Federal Sources	789.4	3,316.9	24%	13%	397.9	2,982.8	4,031.1	11%
Interfund Transfers and Other	21.3	344.0	6%	8%	17.0	225.0	901.8	53%
Revenue, excl. AEA flow-through	63,054.3	143,825.6	44%	43%	61,029.6	140,768.9	141,866.0	2%
AEA Flow-through	2,928.9	5,857.9	50%	0%	-	5,743.5	5,743.5	2%
Total General Fund Revenue	65,983.2	149,683.4	44%	42%	61,029.6	146,512.4	147,609.5	2%

**Ankeny CSD
Financial Summary
For the Month and Three Months Period Ended Dec. 31, 2021**

\$ in 000's

	Funds that Receive Property Tax Revenues				Activity	Enterprise Funds	Other Capital Project Funds	Sales Tax	Support Trust Fund	Internal Service Funds	Agency Funds	All Funds
	General	Management	PPEL	Debt Service								
Current Month Activity												
Revenues*	\$7,435	\$30	\$163	\$1,028	\$124	\$1,438	-\$2	\$1,104	\$0	\$70	\$3	\$11,393
Expenses*	\$11,760	\$109	\$90	\$0	\$122	\$616	\$0	\$1,879	\$0	\$48	\$5	\$14,629
July 1, 2021 Fund Balance	\$23,533	\$7,416	\$8,567	\$8,683	\$1,452	\$3,075	\$2	\$21,350	\$0	\$161	\$178	\$74,417
YTD Revenues*	\$65,983	\$794	\$4,164	\$10,351	\$1,056	\$5,365	\$0	\$7,282	\$0	\$358	\$116	\$95,471
YTD Expenses*	(\$56,260)	(\$1,842)	(\$1,105)	(\$2,385)	(\$713)	(\$3,265)	\$0	(\$13,087)	(\$0)	(\$304)	(\$102)	(\$79,062)
Dec. 31, 2021 Fund Balance	\$33,256	\$6,368	\$11,626	\$16,649	\$1,795	\$5,176	\$2	\$15,546	\$0	\$215	\$193	\$90,826
June 30, 2020 Fund Balance (for comparison purposes)	\$17,533	\$7,684	\$1,881	\$2,976	\$1,289	\$2,998	\$15,820	\$12,207	\$3	\$68	\$610	\$63,067
Revenue Budget	\$149,686	\$1,534	\$8,038	\$20,372	\$1,750	\$8,638	\$1	\$24,710	\$0	\$700	\$160	\$215,589
YTD Revenues* as % of Annual Budget	44%	52%	52%	51%	60%	62%	15%	29%	0%	51%	73%	44%
Expenditure Budget	\$149,688	\$1,861	\$9,936	\$20,156	\$1,750	\$7,287	\$0	\$16,771	\$0	\$700	\$150	\$208,300
YTD Expenses* as % of Annual Budget	38%	99%	11%	12%	41%	45%	0%	78%	100%	43%	68%	38%

*Includes interfund transfers



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Construction Change Orders

Extended Information: Superintendent's Recommendation: Approve and accept the construction change orders as recommended.

ATTACHMENTS:

File Name	Description	Type	Upload Date
FacMtgJan22 - Contruction_Change_Orders.pdf	Construction Change Orders - January 2022	Support Document	1/14/2022

Facility Construction Change Orders

Meeting Date: January 2022

Construction Change Orders	Description	Project	Vendor	Amount
CCO No. 005	Per COR #019, Replace existing 1.5" vent pipe to 2" vent pipe; Per COR #020, Add 2 offices to south half of room 120; Per COR #021, Modify existing door frames for electric strikes; Per COR #022, Add data locations in rooms 111, 117, 120, 163, 166, 170 and 171; Per COR #023, Provide VLT and VB in room 171A; Per COR #024, Remove and reinstall wall mounted lighting in toilets 172A, 172B, 233A and 233B for install of new full height ceramic tile; Per COR #025, Deduct prepping and painting of glazed block in corridors.	Parkview Phase 2	DDVI	\$ 18,247.05
CCO No. 006	Per COR #026, Add a fire extinguisher; Per COR #027, Make changes to existing office area; Per COR #028, Add sink to workroom 117A in the media center; Per COR #029, Add support for chiller and cooling tower; Per COR #030, change spiral duct from single wall to double wall.	Parkview Phase 2	DDVI	\$ 38,085.99
PCO #004R1	Per CCO #004R1, Add plaster & gypsum board on roof joists on the third floor that was requested after asbestos abatement.	Neveln Remodel	OLP Construction	\$ 29,285.01



AIA[®]

Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
1023F01 Renovation & System Upgrades
- Phase 2 (Re-Bid) Parkview Middle
School
Ankeny, IA

OWNER: *(Name and address)*
Ankeny Community School District

306 SW School Street
Ankeny, IA 50023

CONTRACT INFORMATION:
Contract For: General Construction
including Electrical and Mechanical

Date: December 22, 2020

ARCHITECT: *(Name and address)*
Frevort-Ramsey-Kobes Architects-
Engineers, P.C.
2600 Westown Parkway, Suite 340
West Des Moines, IA 50266

CHANGE ORDER INFORMATION:
Change Order Number: 005

Date: December 15, 2021

CONTRACTOR: *(Name and address)*
DDVI, Inc.

1817 N. 7th Street
P.O. Box 743
Indianola, IA 50125

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- | | |
|---|------------------------------|
| 1. Per COR #019 and RFI 23 replace existing 1-1/2" vent pipe to a code required 2" vent pipe in the add amount of | ADD \$ 1,628.86 |
| 2. Per COR #020 add two offices to south half of Classroom 120 in the add amount of | ADD \$ 8,870.22 |
| 3. Per COR #021 modify existing door frames for electric strikes in the add amount of | ADD \$ 904.10 |
| 4. Per COR #022 add data location in Rooms 111, 117, 120, 163, 166, 170, and 171 in the add amount of | ADD \$ 6,535.14 |
| 5. Per COR #023 provide VLT and VB in Room 171A in the add amount of | ADD \$ 2,069.76 |
| 6. Per COR #024 remove and reinstall wall mounted lighting in Toilets 172A, 172B, 233A, and 233B to allow for installation of new full height ceramic tile in the add amount of | ADD \$ 788.97 |
| 7. Per COR #025 deduct prepping and painting of glazed block in corridors in the deduct amount of | DEDUCT (\$ 2,550.00) |
| | TOTAL ADD \$18,247.05 |

CHARGE THE CONTRACT

Contingency Summary:

Contingency Amount	\$75,000.00
Change Order No. 1	(\$16,078.03)
Change Order No. 2	(\$24,859.06)
Change Order No. 3	(\$34,062.91)
Remaining Balance	\$ 0.00

The original Contract Sum was	\$ 5,176,000.00
The net change by previously authorized Change Orders	\$ 45,193.61
The Contract Sum prior to this Change Order was	\$ 5,221,193.61

AIA Document G701™ – 2017. Copyright © 1979, 1987, 2000, 2001 and 2017 by The American Institute of Architects. All rights reserved. The "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are registered trademarks and may not be used without permission. This document was produced by AIA software at 10:41:41 ET on 12/15/2021 under Order No.1102767429 which expires on 08/22/2022, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail copyright@AIA.org (3B9ADA41)

The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

\$ 18,247.05
\$ 5,239,440.66

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that 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.

Frevert-Ramsey-Kobes Architects-
Engineers, P.C.

DDVI, Inc.

Ankeny Community School District

ARCHITECT (Firm name)

CONTRACTOR (Firm name)

OWNER (Firm name)

SIGNATURE

SIGNATURE

SIGNATURE

Thomas C. Wollan, AIA, LEED AP

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

Trent Murphy, Board President

PRINTED NAME AND TITLE

12.15.2021

DATE

12/16/21

DATE

DATE



AIA®

Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
 1023F01 Renovation & System Upgrades
 - Phase 2 (Re-Bid) Parkview Middle
 School
 Ankeny, IA

CONTRACT INFORMATION:
 Contract For: General Construction
 including Electrical and Mechanical

 Date: December 22, 2020

CHANGE ORDER INFORMATION:
 Change Order Number: 006

 Date: December 28, 2021

OWNER: *(Name and address)*
 Ankeny Community School District

 306 SW School Street
 Ankeny, IA 50023

ARCHITECT: *(Name and address)*
 Frevert-Ramsey-Kobes Architects-
 Engineers, P.C.
 2600 Westown Parkway, Suite 340
 West Des Moines, IA 50266

CONTRACTOR: *(Name and address)*
 DDVI, Inc.

 1817 N. 7th Street
 P.O. Box 743
 Indianola, IA 50125

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- | | |
|---|------------------------------|
| 1. Per COR #026 add a fire extinguisher in the add amount of | ADD \$ 176.79 |
| 2. Per COR #027 make changes to existing office area in the add amount of | ADD \$ 6,362.28 |
| 3. Per COR #028 add sink to WORK 117A in the Media Center in the add amount of | ADD \$ 8,924.99 |
| 4. Per COR #029 add support for chiller and cooling tower in the add amount of | ADD \$20,582.35 |
| 5. Per COR #030 change spiral duct from single wall to double wall in the add amount of | ADD \$ 2,039.58 |
| | TOTAL ADD \$38,085.99 |

CHARGE THE CONTRACT

Contingency Summary:

Contingency Amount	\$75,000.00
Change Order No. 1	(\$16,078.03)
Change Order No. 2	(\$24,859.06)
Change Order No. 3	(\$34,062.91)
Remaining Balance	\$ 0.00

The original Contract Sum was	\$ 5,176,000.00
The net change by previously authorized Change Orders	\$ 63,440.66
The Contract Sum prior to this Change Order was	\$ 5,239,440.66
The Contract Sum will be increased by this Change Order in the amount of	\$ 38,085.99
The new Contract Sum including this Change Order will be	\$ 5,277,526.65

The Contract Time will be unchanged by Zero (0) days.
 The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that 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.

Frevert-Ramsey-Kobes Architects-
Engineers, P.C.

ARCHITECT (Firm name)

SIGNATURE

Thomas C. Wollan, AIA, LEED AP
PRINTED NAME AND TITLE

12.28.2021
DATE

DDVI, Inc.

CONTRACTOR (Firm name)

SIGNATURE

Gina Lopez, President
PRINTED NAME AND TITLE

12-30-21
DATE

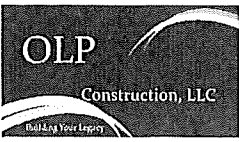
Ankeny Community School District

OWNER (Firm name)

SIGNATURE

Trent Murphy, Board President
PRINTED NAME AND TITLE

DATE



PCO #004R1

OLP Construction LLC
 3809 NW 109th Street, Suite D
 Urbandale, Iowa 50322
 Phone: (515) 348-8110
 Fax: (515) 348-8112

Project: OLPIA2104 - Neveln Center
 406 SW School Street
 Ankeny, Iowa 50023

**Prime Contract Potential Change Order #004R1: CE #CE 04R1 -
 CORRECTED OLP Change Price for ITC3R1**

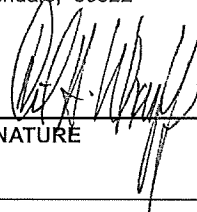
TO:	Ankeny Community School District 306 SW School Street Ankeny, Iowa 50023	FROM:	OLP Construction, LLC 3809 NW 109th St Suite D Urbandale, 50322
PCO NUMBER/REVISION:	004R1 / 0	CONTRACT:	1 - Neveln Center Prime Contract
REQUEST RECEIVED FROM:	Jerry Atcheson (Hilsabeck Schacht Inc.)	CREATED BY:	Dave Wharff (OLP Construction LLC)
STATUS:	Pending - In Review	CREATED DATE:	12/20/2021
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	Yes	ACCOUNTING METHOD:	Amount Based
LOCATION:		PAID IN FULL:	No
SCHEDULE IMPACT:		SIGNED CHANGE ORDER RECEIVED DATE:	
EXECUTED:	No	TOTAL AMOUNT:	\$29,285.01

POTENTIAL CHANGE ORDER TITLE: CE #CE 04R1 - CORRECTED OLP Change Price for ITC3R1

CHANGE REASON: Existing Condition

OLP Construction, LLC
 3809 NW 109th St Suite D
 Urbandale, 50322

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #CE 04R1 - CORRECTED OLP Change Price for ITC3R1


 SIGNATURE 12/20/21 / DATE

ATTACHMENTS:
[full CE 04R1 price + ITC3R1.pdf](#)

#	Budget Code	Description	Amount
1	01-2020.L Project Superintendent.Labor	OLP Supt. Investigate/Document - 4 hrs @ \$75/hr	\$300.00
2	09-2000.S Plaster and Gypsum Board.Commitment	ITC3R1 - new gyp. bd. on roof joists	\$27,062.60
Subtotal:			\$27,362.60
Overhead & Profit (5.00% Applies to Labor, Equipment, Materials, Commitment, and Other.):			\$1,368.13
GL Insurance (1.00% Applies to Labor, Equipment, Materials, Commitment, and Other.):			\$287.31
Performance & Payment Bonds (0.92% Applies to Labor, Equipment, Materials, Commitment, and Other.):			\$266.97
Grand Total:			\$29,285.01

Luke Danielson (OPN Architects, Inc.)
 100 Court Ave, Suite 100
 Des Moines, Iowa 50309

Ankeny Community School District
 306 SW School Street
 Ankeny, Iowa 50023

Ankeny Community School District
 306 SW School Street
 Ankeny, Iowa 50023

 1/10/22
 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE

HSI

Hilsabeck Schacht Inc.

617 S 19th St.
West Des Moines, IA 50265
Ph: 515-221-3243
Fax: 515-223-1379

December 17, 2021
OLP Construction
Attn: Dave Wharff
Re: Neviln Center – ITC 3R

Add 5/8" GWB type X to the wood roof rafters on 3rd floor of the 1919 building. Firetape no exposed areas and finish ready for paint in areas exposed to view.

Add.....\$27,062.60

Material:

5/8" Type X GWB	8600sf x \$.45/sf = \$3,870.00
Finish/Firetape Goods	5300sf x \$.10/sf = \$530.00
Finish Goods	3300sf x \$.25/sf = \$825.00
Plaster Patch Goods	<3300sf x .35sf = \$1,155.00>
Fasteners	8600sf x .02/sf = \$172.00

Total Material Cost = \$4,242.00

Labor:

Hang GWB	8600sf x \$.75/sf = \$6,450.00
FT GWB	5300sf x \$.35/sf = \$1,855.00
Finish GWB	3300 x \$.75/sf = \$2,475.00
Plaster Patch	<3300sf x 1/sf= \$3,300.00>

Total Bare labor cost \$7,480.00

Material	\$4,242.00
Stocking Fee 5%	\$212.10
Bare Labor	\$7,480.00
Tools 5%	\$374.00
Scaffolding 5%	\$374.00
Union Burden 78.5%	\$5,871.80
Propane	\$2,450.00
Night watch labor	\$3,820.00
Heaters	\$950.00
Sub Total	\$25,773.90
5%OH&P	\$1,288.70
Total	\$27,062.60

Note: Heat provided just for fire taping & Finishing GWB ceiling only

Please feel free to call with any questions

Sincerely,



Jerry Atcheson (515-208-4069)



ANKENY COMMUNITY SCHOOL DISTRICT

Item Cover Sheet

Title: Contracts and Agreements

Extended Information:

- Agreement for Pupil Transportation - First Student
- Work-Based Learning District Plans Contract Agreement in the amount of \$5,500.00 ending on 08/09/22
- Independent Contract Agreement - Lyndsey Fennelly on February 3, 2022 for \$750.00
- Inter-Agency Contract for Special Education Program - 2021-22: Ankeny Community School District (1), Clayton Ridge Community School District (4), and North Polk Community School District (3)
- Professional Services Agreement - Geoff Krall for \$9825.00
- Professional Services Agreement - Brooke Carter for \$325.00
- Everybody Wins Iowa - Volunteer Background checks

Superintendent's Recommendation: Approve and accept the contracts and agreements as recommended.

Summary: STEM Best Work-Based Learning Mini-Grant

Because Orbis has been recipient of STEM Best grant funding, our school district qualified to submit an application for a mini-grant. The Governor's STEM Advisory Council, in collaboration with the Iowa Department of Education and the Iowa Business Council provided this opportunity for districts to be awarded \$5500 to promote additional work-based learning experiences. Given the amount of this mini-grant, the decision was made to focus the funding on our drop-out prevention programming, specifically around post-secondary planning and work-based learning. Dropout Prevention staff from Summit, Centennial, and Ankeny High are working together to provide students with meaningful experiences in the spring of 2022 so they can make better informed decisions on their post-secondary plans.

Agreement with Lyndsey Fennelly to participate as a keynote speaker at the February 3 Community Conversation on Mental Health and Safety. Ms. Fennelly earned All-American honors at Iowa State University and led the NCAA in assists during the 2006 – 2007 season. She was named as one of the top five point guards in the United States (by ESPN) and was selected by the Indiana Fever in the second round of the WNBA draft. She will share her mental health story and discuss warning signs to encourage others to address concerns and seek help.

Fiscal Impact:

ATTACHMENTS:

File Name	Description	Type	Upload Date
First_Student.Contract.011822.pdf	First Student, Inc	Support Document	1/14/2022
2021-22-WBL_PlanDevelopment-Contract-Ankeny.pdf	Work-Based learning District Plans Contract Agreement	Support Document	1/3/2022
Independent_Contract_Agreement.Fennelly.pdf	Independent Contractor Agreement - Lyndsey Fennelly	Support Document	1/14/2022
ACSD_with_Glenwood_CSD_Redacted.pdf	Ankeny Community School District Inter-Agency Contract	Support Document	1/14/2022
Council_Bluffs_CSD_Redacted.pdf	Council Bluffs CSD Inter-Agency Contracts	Support Document	1/14/2022
Clayton_Ridge_CSD_-_2021-22_Redacted.pdf	Clayton Ridge CSD Inter-Agency Contract	Support Document	1/14/2022
North_Polk_CSD_-_2021-22_Redacted.pdf	North Polk Inter-Agency Contracts	Support Document	1/14/2022
Professional_Services_Agreement_-_Brooke_Carter.pdf	Professional Service Agreement - Brooke Carter	Support Document	1/14/2022
Professional_Services_Agreement_-_Geoff_Krall.pdf		Support Document	1/14/2022

AGREEMENT FOR PUPIL TRANSPORTATION SERVICES

This Agreement for Pupil Transportation Services, hereinafter referred to as the “Agreement”, is made and entered into this 17th day of January, 2022 by and between ANKENY COMMUNITY SCHOOL DISTRICT with a principal place office located at 306 S.W. School Street, Ankeny, Iowa 50023, hereinafter referred to as “District”, and First Student Inc., with its principal office located at 600 Vine Street, Suite 1400, Cincinnati Ohio, 45202, hereinafter referred to as “Contractor”.

1. Term of Agreement

- 1.1. The services to be provided in accordance with this Agreement shall commence July 1, 2022 and continue for a period of five (5) years ending June 30, 2027. On mutual written consent District and Contractor shall have the option of extending this Agreement for up to three (3) additional one year renewal terms for a maximum Agreement term of eight (8) years.
- 1.2. In furtherance thereof, either party may provide to the other a notice of intent to renew the Agreement for an additional one year renewal term no later than [180] days prior to the expiration of the then current term.

2. District Obligations

- 2.1. District hereby agrees to compensate Contractor for the provision of Pupil Transportation Services as documented herein.
- 2.2. District agrees to work cooperatively with Contractor to ensure the provision of safe, effective, and efficient Pupil Transportation Service over the term of this Agreement.
- 2.3. District shall establish, document, and provide to Contractor such policies as may be required to govern the provision of Pupil Transportation Services in the District. District reserves the right at its sole discretion to modify such policies over the term of this Agreement except to the extent that such modification prevents Contractor or District from complying with the terms and conditions of this Agreement.
- 2.4. District will provide for routine oversight, measurement, and reporting of Contractor performance as documented herein, and further agrees to fairly and equitably consider all reasonable requests presented by Contractor regarding District’s obligations under this Agreement.

3. Contractor Obligations

- 3.1. Contractor hereby agrees to provide Pupil Transportation Services to District as documented herein.
- 3.2. Contractor agrees to work cooperatively with District to ensure the provision of safe, effective, and efficient Pupil Transportation Service over the term of this Agreement.

4. Legal Compliance

- 4.1. In providing Pupil Transportation Services, Contractor shall secure, provide and maintain in effect all valid permits, licenses and certifications which are required by law and for the performance of its obligations under this Agreement and shall pay any taxes assessed in connection with such performance. Contractor shall comply with any and all applicable federal, state, county, and municipal laws, statutes, ordinances, policies, regulations, and/or prohibitions currently in force or that may come into force during the term of this Agreement and that pertain to the provision of these services to the District.
- 4.2. Contractor is responsible for having full knowledge of all such federal, state, county, and municipal laws, statutes, ordinances, policies, regulations, and/or prohibitions at all times over the term of this Agreement.

5. Safe Service

- 5.1. Pupil, District employee, contractor employee, and public safety is paramount and will be the highest priority consideration in the delivery of services under this Agreement.
- 5.2. Contractor shall immediately inform District of any District policies, regulations, procedures, or practices that may conflict with safety prioritization.
- 5.3. Contractor shall not intentionally compromise safety to achieve any of the requirements of this Agreement.
- 5.4. Contractor shall not intentionally perform an unsafe act to achieve contractual or related performance criteria.
- 5.5. Contractor shall immediately perform any service necessary to address a safety concern regardless of whether it is specifically required by this Agreement.
- 5.6. Contractor shall at all times adhere to a documented Safety Program acceptable in form and content to, and as explicitly approved by District. The Safety Program shall be documented and updated prior to the start of school in each school year covered by the term of this Agreement.

6. Services to be Provided

6.1. Service Programs, Types, and Volume

- 6.1.1. Contractor will provide home to school and school to home transportation service for all regular education and special education students defined as eligible for receiving this service by District. This may also, at the District's direction, include routing between schools and specific education programs before, during, or after the regular school day.

- 6.1.1.1. The District reserves the right at any time during the term of this Agreement to alter rider eligibility policies and other parameters that

may alter the volume or type of service to be provided in accordance with this Agreement.

- 6.1.1.2. The number of service vehicles operated by the Contractor in accordance with this Agreement may increase or decrease by up to ten (10) percent per year at the prices established in this Agreement. A change of more than ten (10) percent per year will require the Contractor and the District to renegotiate prices for the balance of the Agreement term.
- 6.1.2. The Contractor will use its best efforts to provide such other additional and supplemental Pupil Transportation Service as may be requested by the District including, but not limited to: co-curricular, activity, athletic, late or extended day, vocational, or special programs.
 - 6.1.2.1. The volume of services to be provided in accordance with this requirement will vary based on demand, is not guaranteed, and may be requested of other contractors.
 - 6.1.2.2. All services provided in accordance with this requirement shall be on a per-request basis. District will submit requests no less than three weeks in advance of the event. Contractor may accept or decline to provide the service no later than two weeks prior to the event on a per-request basis. All requests for service accepted by Contractor under this requirement shall be provided at prices not to exceed those established by this Agreement.

6.2. Operating Parameters

- 6.2.1. Contractor will provide the services required under this Agreement in accordance with certain parameters established by District as Board of Education policies, regulations, and standard operating procedures. These may be altered at any time over the term of this Agreement and at the sole discretion of District. Current operating parameters shall be provided to Contractor prior to the start date of this Agreement and at least thirty (30) days prior to the effective date of any approved change.
- 6.2.2. Contractor may petition District for an adjustment to rates of payment if any approved change to operating parameters has a material impact on Contractor's cost of providing services under this Agreement and is not otherwise compensated within the existing payment rate structure of this Agreement. District will consider and respond within 30 days to a written petition from Contractor requesting an adjustment to rates; provided however, any decision to approve or deny such petition shall be at District's sole discretion.

6.3. Routing and Scheduling

- 6.3.1. The development of Pupil Transportation Service routes and schedules shall be a joint and cooperative responsibility of Contractor and District over the term of this Agreement. Contractor shall be responsible for leading this effort. Contractor

shall provide all required data systems and skilled staffing necessary to meet the Operating Parameters defined herein in the most efficient and effective manner feasible within the overarching mandate for providing Safe Service.

- 6.3.2. No later than thirty (30) days prior to the final day of service in any school year covered by this Agreement, Contractor shall present a plan and schedule, with key milestone dates identified, for the development of service routes to be operated at the start of the following school year. District and Contractor agree to work cooperatively to finalize the route development schedule, and to meet all identified planning milestones as required.
- 6.3.3. Contractor shall present proposed routes to District for approval as they are developed, but not later than ten (10) workdays prior to the first day of school in any year during the term of this Agreement. District reserves the right at its sole discretion to approve, disapprove, or require modifications to any proposed route developed and submitted by Contractor.
- 6.3.4. Contractor is responsible for conducting pre-service route verification to ensure the efficacy of all final approved routes. Such verification may include operating the full route as designed without pupil passengers on board. Should Contractor elect this form of verification, District agrees to compensate Contractor for one complete daily route cycle at eighty percent (80%) of the payment rates then in force under this Agreement.
- 6.3.5. Contractor is to perform approved routes as designed, except deviations may occur irregularly based upon a particular day's riders, schedule, weather, unforeseen traffic situations, or the operator's contention that operating the route in the manner prescribed would create an unsafe circumstance.
- 6.3.6. Contractor shall report in manner acceptable to District and make recommendations for appropriate changes to routes when any of the following exceptions occur for three (3) consecutive school days:
 - 6.3.6.1. Zero (0) riders at any morning or afternoon bus stop
 - 6.3.6.2. Late arrival at any assigned school in the morning of ten (10) minutes or more
 - 6.3.6.3. Late departure from any assigned school in the afternoon of ten (10) minutes or more.
- 6.3.7. Contractor shall provide for regular administration of all planned routes, including additions, changes, and deletions of pupil riders from routes. District shall make all necessary pupil data available to the Contractor for the purposes of meeting this requirement.
- 6.3.8. Contractor and shall make route information available in a manner acceptable to the District.

6.4. Appearance of Contractor Resources

- 6.4.1. The appearance of Contractor's vehicles, facilities, work areas, and employees shall meet the higher of 1) standards specified by District in its Operating

Parameters as described herein, or 2) customary and reasonable standards for the pupil transportation industry.

6.5. Contractor Employee Conduct

- 6.5.1. The conduct of Contractor's employees shall meet the higher of 1) standards specified by District in its Operating Parameters, or 2) customary and reasonable standards for the pupil transportation industry.
- 6.5.2. Contractor shall be responsive to written direction provided by District as to any personnel or conditions deemed to be insufficient relative to these standards, including but not limited to the Contractor Personnel Terms described on Exhibit A attached hereto.
- 6.5.3. District may, at its sole discretion and at any time over the term of this Agreement, mandate a change to the Contractor's management personnel if District determines that Contractor's repeated and progressive efforts to resolve a specific and documented shortcoming identified by District have been unsuccessful.
- 6.5.4. Contractor must comply with District's request to remove any employee providing service under this Agreement if such removal is deemed to be in the best interest of District, and on submission of written documentation to Contractor providing the reasons for the request, and if District determines that Contractor's repeated and progressive efforts to resolve the issues have been unsuccessful.

6.6. Contractor Service Delivery Vehicles

- 6.6.1. Contractor shall provide pupil transportation vehicles of sufficient type, quantity, quality, and dependability to meet the service delivery requirements of this Agreement including, but not limited to the Legal Compliance and Minimum Service Level Criteria sections of this Agreement and the following:
 - 6.6.1.1. The average age of the Contractor's fleet of regular route vehicles and spare units shall not exceed eight (8) years.
 - 6.6.1.2. No Contractor vehicle regularly assigned to a scheduled route shall exceed twelve (12) years of age.
 - 6.6.1.3. The age of each vehicle shall be measured from the date the vehicle was first placed in service whether or not that service was on behalf of District.
 - 6.6.1.4. Contractor shall adhere to a minimum spare vehicle requirement of ten (10) percent of the total regular daily routes operated.
 - 6.6.1.5. Contractor will repair and maintain at its sole cost and expense all vehicles, at a minimum, as required to remain safely operational while providing the transportation services and in accordance with vehicle manufacturer recommendations.

- 6.6.2. Contractor shall submit an inventory of their vehicle fleet assigned to provide service under this Agreement, with content and in a format acceptable to District, at least one (1) month prior to the commencement of services under this Agreement and at each subsequent anniversary date of the Agreement.
- 6.6.3. Contractor shall provide all vehicle equipment required to provide service under this Agreement. This may include but is not limited to wheelchair equipped vehicles, wheelchair tie-downs, and other special equipment.
- 6.6.4. Each Contractor vehicle shall be equipped with functioning two-way radio communication to the dispatch facility and to designated district officials.
- 6.6.5. Each Contractor vehicle shall be equipped with functioning Automated Vehicle Location (AVL/GPS) equipment and service plans of a type and quality sufficient to, at a minimum, interface with other Contractor systems, transfer required data to District, and calculate the Minimum Service Level Criteria of this Agreement.
- 6.6.6. Each Contractor vehicle shall be equipped with functioning digital video cameras and data capture equipment of a type and quality sufficient to meet the Operating Parameters and to enable real-time access to stored video data as may be required by District.

6.7. Software, Hardware, and Related Technologies

- 6.7.1. Contractor shall provide the hardware, software, and technical services necessary to:
 - 6.7.1.1. Connect to District's designated online data systems via cloud-based portals, as required.
 - 6.7.1.2. Develop, plan, and maintain pupil transportation service route data.
 - 6.7.1.3. Provide District with electronic access via direct system access or data transfer to Contractor's route planning and functioning AVL/GPS systems.
 - 6.7.1.4. View and store as required, data from functional digital video cameras.
- 6.7.2. In addition to the requirements explicitly identified in this section, Contractor agrees to work cooperatively with District to identify and incorporate such other technologies as may become available or be required by District in furtherance of its objectives over the term of this Agreement. District and Contractor furthermore agree that the incorporation of such technologies may result in additional costs requiring the renegotiation of rates of compensation under this Agreement.

6.8. Other Responsibilities

- 6.8.1. Contractor will be responsible for providing all services related to pupil transportation not otherwise noted, or not specifically reserved for District in this Agreement. These include, but are not limited to:

- 6.8.1.1. Coordination of pupil behavior management issues on vehicles with school officials
- 6.8.1.2. State and District mandated data collection and reporting
- 6.8.1.3. Accident investigation
- 6.8.1.4. Customer service activities to District, school officials, parents, and guardians

7. Performance Management

7.1. Responsibilities and Reporting

- 7.1.1. This Agreement will be subject to a Contract Performance Management Program to oversee, among other things, compliance with the Minimum Service Levels and Standards of Performance as described in Section 7.2 herein. District shall designate a Contract Manager for the duration of this Agreement who shall be responsible for oversight of Contractor performance under this program. Contractor shall designate a Customer Manager for the duration of the Agreement who shall be the counterparty to the Contract Manager and who shall serve as the District's primary point of contact for matters relating to Contractor's performance under this Agreement. The Customer Manager must be delegated with the authority to act on behalf of Contractor in all matters related to Contractor's performance under this Agreement.
- 7.1.2. The Contract Performance Management Program shall be a non-punitive, joint, supportive program of contract compliance monitoring and performance measurement designed to enhance and improve Pupil Transportation Service delivery. Contractor shall be an active participant in, and shall be responsive to the requirements of this program.

7.2. Minimum Service Levels and Standards of Performance

- 7.2.1. The foundation for the Contract Performance Management Program will be Contractor compliance with a set of minimally acceptable service levels and standards of performance. Contractor will monitor, track, account for, and report to District the data and information required to determine Contractor's success in meeting or exceeding the established standards.
- 7.2.2. Contractor will comply with three (3) minimally acceptable standards of performance. For the purposes of this section a bus route is defined as either the morning, midday or afternoon component of a daily route package as developed by Contractor, approved for service by District, and defined in the Basis for Contractor Compensation section of this Agreement.
 - 7.2.2.1. No more than two (2) percent of all bus routes operated by Contractor in each week of any service month shall be delayed or missed because of Contractor's inability to provide an adequate number of qualified vehicle drivers or monitors as defined within this Agreement, or for any other operational issue under the direct control of Contractor that

prevents the timely operation of the bus routes as designed and approved. A delayed or missed route is defined as any route component that begins operation more than five (5) minutes after its scheduled time, or that must be serviced by another means.

- 7.2.2.2. No more than two (2) percent of all bus routes operated by Contractor in each week of any service month shall be delayed or missed because of a mechanical problem with Contractor's assigned vehicle. A delayed or missed route is defined as any route component that begins operation more than five (5) minutes after its scheduled time or is delayed more than five (5) minutes over the course of its route because of a mechanical problem with the assigned vehicle.
- 7.2.2.3. Contractor shall report every incident of delay as defined in this section, as well as all other incidents involving bus accidents, mechanical breakdowns, or injuries to students to District within fifteen (15) minutes of occurrence and in a format and content acceptable to District. This is a zero-tolerance standard of performance.
- 7.2.3. Contractor shall be responsible for recording and tracking all data and information required to calculate compliance with the minimally acceptable standards of performance. These data shall be provided to District in a form and with content verifiable by and acceptable to District not later than the 15th of each month for service completed in the prior month over the entire term of this Agreement.
- 7.2.4. District has no obligation to provide Contractor with written notice of non-compliance.
- 7.2.5. Contractor shall comply with District directives to improve operations and outcomes that fall below established standards.

7.3. Performance Withholding

- 7.3.1. District may, in its sole discretion, impose a Minimum Service Level Performance Withholding factor for Contractor non-compliance with Minimum Service Levels and Standards of Performance.
 - 7.3.1.1. District may defer payment of up to one (1) percent of Contractor's next regular monthly invoice for any single weekly instance of non-compliance.
 - 7.3.1.2. District may defer up to three (3) percent of Contractor's next regular monthly invoice should non-compliance continue for two (2) consecutive service weeks.
 - 7.3.1.3. District may defer up to seven (7) percent of Contractor's next regular monthly invoice should non-compliance continue for three (3) consecutive service weeks.

- 7.3.1.4. District may defer up to ten (10) percent of Contractor's next regular monthly invoice should non-compliance continue for four (4) consecutive service weeks.
- 7.3.1.5. The number of withholding instances is unlimited and may be repeated for each instance on non-compliance with Minimum Service Levels and Standards of Performance.
- 7.3.1.6. The withholding shall be paid in full to Contractor if the non-compliance factor resulting in the withholding is cured to the satisfaction of District following the deferral decision.
- 7.3.1.7. If the non-compliance factor is not cured to the satisfaction of District following the deferral decision, District may retain the withholding without obligation to pay Contractor the withheld amounts.
- 7.3.1.8. District will notify Contractor in a formal letter delivered via a traceable method to the Contractor address of record for this Agreement should a decision by District to retain a withheld amount be reached.

7.4. Contractor Fiscal Efficiency

- 7.4.1. Contractor will make an ongoing good faith effort to identify opportunities to improve the bus routes. Where feasible Contractor will identify opportunities to modify, pair, combine, or repackage routes with the objective to maximize efficiency and effectiveness. At a minimum, Contractor will submit a written report to District to accompany each regular monthly invoice that summarizes opportunities identified in the prior service month or, if no opportunities are identified, making an affirmative statement attesting to this fact.

8. Basis for Contractor Compensation

8.1. Daily Bus Service Time

- 8.1.1. Contractor's pricing will be primarily based on the amount of time required for each bus or service vehicle to complete its regularly assigned daily route package. The route package time of service will start when the assigned vehicle departs the assigned parking location and ends when it returns to the parking location for either the morning, midday, or afternoon component of the route package. The combination of all components constitutes the Daily Bus Service Time. Departure and return times will be recorded via GPS and reported to the District.
 - 8.1.1.1. Daily Bus Service Time shall be calculated in accordance with scheduled route data as determined by Contractor and approved by District.
 - 8.1.1.2. Daily Bus Service Time shall be rounded down to the nearest fifteen (15) minute increment.
 - 8.1.1.3. Non-recurring variances in actual versus planned Daily Bus Service Time of fifteen (15) minutes or less shall receive no incremental compensation.

- 8.1.1.4. Non-recurring variances in actual versus planned Bus Service Time in excess of fifteen (15) minutes shall be compensated in accordance with the Rates of Compensation section of this Agreement.
- 8.1.1.5. Recurring variances in actual versus planned Daily Bus Service shall be investigated by Contractor to determine cause and the route package shall be replanned and redocumented with changes submitted for District approval in accordance with the Routing and Scheduling and Contractor Fiscal Efficiency sections of this Agreement.

8.2. Pricing Elements

- 8.2.1. The Rates of Compensation section of this Agreement contains a matrix describing each element for which Contractor will be provided compensation and the rate of compensation for each element.
- 8.2.2. Contractor is guaranteed compensation for a minimum Daily Bus Service Time of four (4.0) hours for each vehicle assigned to a regularly assigned daily route package under this Agreement. Any approved route package with a planned Daily Bus Service Time under four (4.0) hours will receive this rate of compensation.
- 8.2.3. Additional compensation for recurring or non-recurring Daily Bus Service Time in excess of four (4.0) hours will be provided on the basis of a regular service incremental hourly rate calculated in fifteen (15) minute increments as described in the Daily Bus Service Time section of this Agreement.
- 8.2.4. Compensation for Additional Supplemental Services will be provided for each documented and approved instance of service, calculated in fifteen (15) minute increments as described in the Rates of Compensation section of this Agreement, rounded down to the nearest fifteen (15) minute increment.
- 8.2.5. In the event that economic conditions change such that the labor rates that formed the basis of this Agreement are insufficient to attract and retain sufficient drivers, the Parties may, upon mutual agreement of the Parties, renegotiate the Agreement to allow for new labor rates that will enable contractor to attract and hire sufficient drivers, monitors and support personnel.

8.3. Annual Price Changes

- 8.3.1. All prices shall be adjusted upward or downward annually based upon the United States Bureau of Labor Statistics Price Index for United States Department of Labor, Bureau of Labor Statistics for all Urban Consumers, All Items Index for the Midwest (Base 1982-84+100), issued in December of each year for each following year of service under this Agreement. If such Index is not published, then such other Index published by that government authority shall apply as shall be most similar thereto and consistent with the intent to adjust with changes, if any, in the “cost of living”.
- 8.3.2. Any upward adjustment:
 - 8.3.2.1. Shall not exceed three (3) percent if the previous year increase was one (1)

percent or more or was the first year of the Agreement.

8.3.2.2. Shall not exceed four (4) percent if the previous year increase was one (1) percent or less.

8.3.3. Any downward adjustment shall not exceed negative (-2) percent.

8.4. Fuel

8.4.1. All fuel used by Contractor vehicles in the provision of service under this Agreement shall be provided by District at no cost to Contractor. Contractor agrees to work cooperatively with District to ensure the accounting for fuel use is accurate throughout the term of this Agreement. Such accounting shall be conducted in a form and provided in a format deemed acceptable to and approved by District.

8.5. Invoicing and Payment for Services

8.5.1. Contractor shall submit an invoice to District at least once and not more than twice for each month of service provided under this Agreement. The invoice shall be submitted in a manner and format, and with content acceptable to District.

8.5.2. At a minimum, the invoice shall include sufficient information and detail to support the amounts billed and shall reconcile to the route data developed under this Agreement.

8.5.3. Each invoice shall be received by District not later than five (5) business days following the final date of service covered by the invoice.

8.5.4. The invoice shall be reviewed and approved by District within five (5) business days of receipt. If Contractor does not receive notice from District within this timeframe, Contractor may assume District has approved the invoice.

8.5.5. If District finds an error or questions the accuracy of any item on the invoice, the error or question shall be reported to Contractor who shall reconcile the error or and the question and resubmit the invoice for approval within two (2) business days of receiving notice. District shall review the revisions within three (3) business days of receiving the revised invoice.

8.5.6. District shall pay all invoices within thirty (30) days of final approval.

8.6. Rates of Compensation

8.6.1. Regular Home-to-School and School-to-Home service as defined in the Service to be Provided section of this Agreement shall be compensated in accordance with the following rate schedule and as subject to the Annual Price Changes section of this Agreement.

Unit of Service	Daily Rate	Hourly Rate
Type A School Bus	\$ 325.72 -	\$ 37.82
Type C School Bus	\$ 376.61 -	\$ 37.82
Type D School Bus	\$ 396.97 -	\$ 37.82
Monitor	\$ 89.44 -	\$ 22.36

8.6.2. Supplemental service as defined in the Service to be Provided section of this Agreement shall be compensated in accordance with the following rate schedule and as subject to the Annual Price Changes section of this Agreement.

Unit of Service	Hourly Rate	Wait Time Rate
Type A School Bus	\$ 50.00 -	\$ 37.82
Type C School Bus	\$ 50.00 -	\$ 37.82
Type D School Bus	\$ 50.00 -	\$ 37.82
Monitor	\$ 22.36 -	\$ 22.36

9. Use of District Facilities

- 9.1. Contractor shall be permitted use of District’s transportation operating facility in accordance with the terms and conditions of a Lease Agreement upon terms as mutually agreed be District and Contractor.

10. Additional Provisions

10.1. Agreement Documents

- 10.1.1. This Agreement constitutes the entire agreement between District and Contractor. The Request for Proposals and proposal submission used in the solicitation of services shall be retained as reference documents but shall have no force over this Agreement.

10.2. Force Majeure

- 10.2.1. Each party shall be excused from performing its obligations and providing service under this Agreement during the time and to the extent that it is prevented from performing in the customary manner by an act of God, fire, flood, war, riot, civil disturbance, terrorism, epidemic, quarantine, oil or fuel shortage, freight embargo, rationing or unavailability of materials or products, loss of transportation facilities, commandeering of equipment, materials, products, or plants by the Government, or any other occurrence which is beyond its control when satisfactory evidence thereof is presented to the other party.
- 10.2.2. Each party shall be excused from performing its obligations and providing service under this Agreement during the time and to the extent that it is prevented from performing in the customary manner by strike or labor dispute with employees, provided that, in the case of Contractor, Contractor obtains alternate acceptable transportation for pupils consistent with a contingency plan agreed to by District and Contractor. Such contingency plan shall be determined prior to the start of school in each school year covered by the term of this Agreement.
- 10.2.3. The party experiencing the force majeure event agrees to give the other party notice promptly following the occurrence of a force majeure event, and to use diligent efforts to re-commence performance as promptly as commercially practicable. If any force majeure event substantially prevents, hinders or delays performance of Contractor’s obligations under this Agreement for more than thirty (30) consecutive days, then at District’s option: (a) District may terminate any transportation services so affected, and the fees payable will be equitably

adjusted to reflect those terminated transportation services; or (b) District may terminate this Agreement without liability as of a date specified by District in a written notice of termination to Contractor.

10.3. Dispute Resolution

10.3.1. District and Contractor agree to meet in good faith on all matters and disputes under this Agreement. Should any disputes fail to be resolved through the good faith efforts of District and Contractor, and District at its sole discretion chooses not to invoke the Termination of Agreement provisions, then either party to this Agreement may require that the matter be resolved through binding arbitration.

10.3.2. All claims and disputes arising under or relating to this Agreement and not otherwise resolved are to be settled by binding arbitration in the state of Iowa, Polk County or another location mutually agreeable to the parties. An award of arbitration may be confirmed in a court of competent jurisdiction. Iowa law shall apply to and govern the terms of this Agreement.

10.4. Termination of Agreement

10.4.1. District may without prejudice to any other right or remedy, serve written notification of its intention to terminate this Agreement within thirty (30) days if any of the following conditions are met:

10.4.1.1. Contractor refuses or fails to provide services as required by this Agreement.

10.4.1.2. If Contractor should be adjudged as bankrupt, or if it should make general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency.

10.4.1.3. If Contractor breaches or is otherwise guilty of a violation of this Agreement.

10.4.2. This Agreement shall, upon the expiration of thirty (30) days after service of such notice of the condition or violation, cease and terminate.

10.5. Hold Harmless Agreement

10.5.1. Contractor shall indemnify and hold harmless District, its Governing Board, Officers, Agents, and Employees from every claim or demand which may be made by reason of any breach of this Agreement by Contractor or injury to person or damage to property sustained by any person, firm, or corporation caused by any negligent act or omission, willful misconduct or default of Contractor or of any person, firm, or corporation directly or indirectly employed by Contractor upon or in connection with its performance under this Agreement.

10.5.2. Contractor at its own expense and risk shall defend any legal proceeding in connection with its performance under this Agreement that may be brought against District, its Governing Board, Officers, Agents, and Employees on any such claim or demand, and satisfy any judgement that may be rendered against District or its Governing Board therein. In the event that any such proceeding is

brought against District, its Governing Board, Officers, Agents, and Employees on any such claim or demand, Contractor shall have the right to select and employ counsel to defend such persons and entities and shall have the right to settle any claims when Contractor, in its sole discretion, deems such a settlement is advisable. District, its Governing Board, Officers, Agents, and Employees shall cooperate in all reasonable manners in defense of such claims.

10.6. Notices

10.6.1. Notices to either party to this Agreement shall be in writing and shall be considered duly served and delivered if such notice is delivered by hand; mailed via the United States mail, certified, return receipt requested; or sent via overnight service. All such notices shall be addressed to:

DISTRICT: Ankeny Community School District
 Attn: Superintendent
 306 S.W. School Street
 Ankeny, Iowa 50023

CONTRACTOR:
Roger Moore, SVP
First Student, Inc.
10551 Barkley Street, Suite 620
Overland Park, KS 66212

With copy to:
General Counsel
First Student, Inc.
600 Vine Street Suite 1400
Cincinnati, OH 45202

10.7. Assignments and Subcontracting

10.7.1. Contractor may assign or transfer any its rights, burdens, duties, or obligations under this Agreement to its parent company, affiliates, subsidiaries, or related legal entities with prior written approval of District. Consent to such assignment or transfer shall not be unreasonably denied.

10.7.2. Contractor shall not subcontract any of its rights, burdens, duties, or obligations under this Agreement without express written consent of District. Such consent shall not be unreasonably withheld.

11. Insurance Requirements

11.1. Please see Exhibit B for Insurance Requirements

12. Independent Contractor. While engaged in carrying out and complying with the terms and conditions of this Agreement, Contractor is an independent contractor, and not an officer,

employee, or agent of the District, and Contractor agrees not to imply to any third party that it is associated with the District in any way not previously agreed to by the District. All goods and services necessary for the performance of Contractor's services under this Agreement shall be purchased with its credit and in its name.

13. Bus Purchase Option

13.1. Requirement to Sell

13.1.1. If this Agreement is terminated or at the end of the Agreement term and if District's Governing Board desires to purchase them, Contractor shall sell to

District the vehicles used to deliver the services required by this Agreement. The price shall be determined by an appraisal board composed of one (1) person appointed by District's Governing Board, one (1) person appointed by Contractor, and one (1) person appointed by these members. In addition, the following conditions must be met:

- 13.1.1.1. The purchase price shall be based on the original purchase price of each unit, as defined under Generally Accepted Accounting Principles, less double-declining balance depreciation for a useful life of twelve (12) years and five (5) percent residual value.
- 13.1.1.2. All taxes shall be due from Contractor, including but not limited to sales taxes and federal taxes.
- 13.1.1.3. All fees and penalties shall be due from Contractor for termination of any financing arrangement then in place.

IN WITNESS WHEREOF, District and Contractor have executed this Agreement as of the 17th day of January 2022.

CONTRACTOR NAME

ANKENY COMMUNITY SCHOOL DISTRICT

By: _____

By: _____

Name: Roger Moore

Name: _____

Title: Senior Vice President

Title: _____

Exhibit A
Contractor's Personnel

All employees and personnel assigned to perform under this Agreement shall be subject to approval by the District and the Contractor.

- a. Contractor shall furnish qualified licensed operators as are necessary for the safe and efficient operation of the buses used in providing service, and shall furnish all other employees and personnel necessary for the continued operation, supervision of service of the routes, including but not limited to supervising, scheduling, purchasing, dispatching, checking, cleaning, accounting, legal, clerical, administrative and management employees and personnel. The Contractor further agrees to cooperate with the District in providing training for operators and other employees and personnel to ensure safe and efficient operating standards and will not make changes to office employees and personnel without the District's prior written consent.
- b. It is specifically agreed and understood that all employees and personnel furnished by the Contractor in connection with the performance of the service under this Agreement shall be and remain during the term of this Agreement the employee of the Contractor and not the employee of the District. Contractor shall pay all wages, salaries, fringe benefits, social security taxes, unemployment compensation contributions, and all other remuneration of said employees. It is specifically agreed and understood that the Contractor operating the service shall be an independent contractor as that term is construed under the applicable laws, rules, regulations and decisions of the courts of the State of Iowa. Contractor further agrees to abide by all federal, state and local laws and District's policies, regulations and procedures.
- c. Contractor agrees to furnish evidence to the District that all employees and personnel employed in the operation of the service meet the requirements of all authorities charged with regulation of transportation facilities and equipment including but not limited to, physical and mental capacity to discharge the duties assigned. In addition, Contractor agrees to perform criminal and traffic background checks on each employee in the operation of service upon based upon parameters specified by the District, as well as provide evidence that no employee in the operation of service is listed in the Child Abuse Registry, Dependent Abuse Registry or Sex Offender Registry. Upon employment and during annual review or upon request by District the Contractor shall provide records of operator experience and performance.
- d. Contractor shall employ, train and assign to the Agreement a sufficient number of licensed school bus drivers and driver substitutes to meet all of the service needs of this Agreement. "Doubling-up" routes or using management staff in driving positions is prohibited other than in the event of unusual circumstances or emergency. Contractor will supply a list of drivers and a copy of their completed background check one week prior to the start of school to the District. Changes to employees and personnel must be communicated to the District within one (1) week of hire date. Copy of completed background check will be forwarded to District before new hire begins driving.

- e. Each driver shall be at least twenty-one (21) years old and must obtain and maintain, at a minimum, a Class B Commercial Driver's License (CDL) with a passenger endorsement and an air-brake endorsement. In addition, each driver shall continue to meet all Iowa Department of Education regulations including a valid current Iowa School Bus Driver's Permit.
- f. For the protection of the children entrusted to the care of Contractor, all drivers and other persons employed by the Contractor who may come into contact with the student population must be of pleasant and stable personality, and the highest moral character.
- g. The Superintendent or his/her designee, with written cause, may call for the removal from service under this Agreement of an employee who in their opinion is no longer fit to provide service under the terms of the Agreement. Contractor, upon written notification by the Superintendent or his/her designee, shall immediately cease to assign said employee to any work that puts him/her in direct contact with students of the District.
- h. The use of tobacco products and possession or use of alcohol, controlled substances, illegal drugs, firearms, weapons of any kind by employees of the Contractor are prohibited on school buses and school grounds at all times.
- i. Each driver must meet or exceed all physical requirements as determined by physical examination, pass a drug-screen test (and submit to subsequent random drug screening), background screening, and have an acceptable Motor Vehicle Record (MVR) and no other criminal history record. MVR checks must be conducted by Contractor before employment and at least every six (6) months thereafter.
- j. Contractor shall provide sufficient standby drivers to meet day-today vacancies due to illness, vacation, personal days and unplanned absences. All standby drivers shall be thoroughly familiar with the routes of the District and competent to meet the assigned schedule on any assigned routes. All standby drivers must meet the same requirements as regular drivers.

Exhibit B
Insurance Requirements

A. The Contractor shall purchase and maintain such insurance as will protect the Contractor from claims set forth below which may arise out of, or result from the Contractor's operations under the contract, whether such operation be by the Contractor or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The insurance to be maintained by the Contractor shall be written as follows:

1. **Workers' Compensation and Employers Liability Insurance** as prescribed by Iowa law or the minimum limits shown below;

- a. Iowa Benefits- Statutory
- b. Employers Liability
 - Bodily Injury by Accident \$500,000 Each Accident
 - Bodily Injury by Disease \$500,000 Each Accident
 - Bodily Injury by Disease \$500,000 Each Employee

The Workers' Compensation policy shall include a *waiver of subrogation clause* in favor of the owner.

2. **Commercial General Liability Insurance** combined single limits shown below covering Bodily Injury, Property Damage and Personal Injury:

General Aggregate Limit	\$4,000,000
Products-Completed Operations Aggregate Limit	\$4,000,000
Personal & Advertising Injury Limit	\$2,000,000
Each Occurrence Limit	\$2,000,000
Fire Damage Limit	\$ 100,000
Medical Expense Limit	\$ 5,000

This insurance must include the following features:

- a. Coverage for all premises and operations. The policy shall be endorsed to provide the aggregate Per Project Endorsement.
- b. Personal and Advertising Injury
- c. Operations by independent contractors.
- d. Contractual Liability coverage
- e. Coverage for property damage underground or damage by explosion or collapse (XCU).

3. **Automobile Liability Insurance** covering all owned, non-owned, hired and leased vehicles with a minimum combined single limit for Bodily Injury and Property Damage of \$2,000,000 per accident. Insurance must include Contractual Liability.
4. **Umbrella/Excess Liability Insurance** combined single limit for bodily injury, property damage and personal injury excess primary liability limits: \$18,000,000. The required Liability limits outlined within may be met with any combination of underlying and umbrella/excess policy limits.
5. **Additional Insured** the Contractor will include the School as additional Insured on all policies except Workers' Compensation as respects all work performed. The additional insured coverage shall be primary and non-contributory to any of the owner's policies and shall apply to both ongoing and completed operations.
6. **Insurance Certificates** Each policy noted above shall be issued by an insurance company authorized to write such insurance in the State of Iowa and shall be reasonably acceptable to the School. These insurance policies shall not be cancelled without at least 30 days prior written notice to the School. A properly executed Certificate of Insurance showing evidence of these insurance requirements shall be delivered to the School prior to the commencement of this lease.
7. **Government Immunity** The following clauses will be added to all liability coverages:
 - a. The company and the insured expressly agree and state that the purchase of this policy of insurance by the insured does not waive any of the defenses of governmental immunity available to the insured under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
 - b. The company and the insured further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
8. **Subrogation** To the extent that such insurance is in force and collectible and to the extent permitted by law, the School and Contractor each hereby releases and waives all right of recovery against the other or anyone claiming through or under each of them by way of subrogation or otherwise, except in cases of gross negligence.

9. **Property Insurance** Unless otherwise provided, the Owner shall purchase and maintain property insurance on the project in the amount of the initial Contract Sum, plus value of subsequent Contract modifications and cost of materials supplied or installed by others. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project.

Property insurance shall be on an “all-risk” or equivalent policy form and shall include insurance against the perils of fire, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, testing and debris removal including demolition occasioned by enforcement of any applicable legal requirements, depending on availability. The property insurance may contain sub-limits for these coverages. At the option of the school district, the insurance covering the project may be written under a Builder’s Risk policy or covered under the District’s permanent property insurance.

10. **Professional Insurance** If the Contractor is required to furnish professional services as part of the Work, the Contractor shall purchase Professional Liability insurance covering performance of the professional services, with policy limits of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate.
11. **Pollution Insurance** If the work involves the transport, dissemination, use or release of pollutants, the Contractor shall purchase Pollution Liability insurance, with policy limits of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate.
12. Coverages under sections 10 and 11 may be purchased through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than \$2,000,000 per claim and \$2,000,000 in the aggregate.
13. **Aircraft Insurance** If the work requires use or operation of manned or unmanned aircraft, including drones, the Contractor shall purchase coverage with policy limits of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate.

Contract Agreement Work-Based Learning District Plans

Awarding Institution/Organization Name (henceforth "Owner"): Iowa Mathematics and Science Education Partnership on behalf of the Iowa Governor's STEM Advisory Council operations center	Receiving Institution/Organization Name (henceforth "Contractor"): Ankeny Community School District
Agreement Number:	2022-WBL.Plan-AnkenyCSD
Funding Source (if federal, indicate CFDA #):	State Funds
Period of Performance:	Start Date: 10/23/2021 End Date: 08/09/2022
Funding:	Amount this Action: \$ 5,500.00 Cumulative for Agreement: \$ 5,500.00
Project Title:	Work-Based Learning District Plan

Financial and Technical Reporting Requirements: See Attachment 3.

Financial Terms (check one):		Cost Reimbursable
	<input checked="" type="checkbox"/>	Firm Fixed Price Deliverables Based
		Firm Fixed Price Unit Based
		Time and Materials
		Other (describe):

Terms and Conditions

1. **General Statement:** This Contract for Services, henceforth referred to as "Contract," is between Owner and Contractor to complete the scope of work provided in Attachment 3. In performing the Contract scope of work, Contractor shall be an independent entity and not an employee or agent of Owner. The Contractor shall not subcontract any aspects of the project without prior written approval by Owner Administrative Contact and Principal Investigator, as found in Attachment 2.

2. **Invoicing:** Owner shall pay Contractor an amount not to exceed that listed above and as detailed in Attachment 3. All payments to shall be for the work and activities described and budgeted for in Attachment 3. Payments will be made based on Contractor's standard invoice and after Owner's acceptance of Contractor's deliverables per the terms and conditions in Attachment 3. At a minimum, invoice must include: Contract number, billing period, invoice number and certification as to truth and accuracy of invoice. The final invoice marked "Final" will be submitted to Owner financial contact no later than 9 days after the end date of this Contract. Questions related to invoicing shall be directed to the financial contact per Attachment 2.

3. **Allowable Costs:** Allowable costs and expenditures shall follow Contractor's financial acquisition and expensing policies and shall not be in violation of applicable Iowa Code and the Iowa Administrative Code. No costs shall be incurred under this Contract prior to the start date or after the end date of this Contract.

4. Equipment: Title to all nonexpendable tangible property purchased by the Contractor with funds related to this Contract shall be owned by the Contractor upon purchase without further obligation to Owner. Owner has the right to stipulate special conditions that limit the management of such equipment within this agreement or by reference to attachments to this Contract or readily available, accessible and established rules or guidelines.
5. Contractor Financial Internal Controls: Contractor hereby certifies that it has financial internal controls in place that ensure industry applicable regulatory compliance and adherence to industry standard cost accounting systems. Contractor agrees that if a third party audit report reflects material shortcomings in Contractor's internal control systems, Owner may alter this Contract to require more rigorous financial accountability, reporting or otherwise take actions to safeguard the appropriate use of the Owner funds or terminate Contract.
6. Technical Reporting: Matters concerning Contractor's technical performance should be directed to the Owner Project Director, as shown in Attachment 2. Progress report format, required content and frequency are described in Attachment 3.
7. Administrative Requests: Changes to the terms and conditions of this Contract must be done so by written amendment and must be by mutual agreement between the Contracting parties.
8. Indemnification: Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, directors and agents to the extent allowed by Iowa law.
9. Copyright: All copyrightable materials developed during the implementation of this contract's scope of work, such as but not limited to audiovisuals, computer programs, software, publications, curricula, research materials, training materials, etc. shall be vested with Owner. Owner hereby grants to Contractor a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use copyrighted materials for the Contractor's normal scholarly operations.
10. Intellectual Property: Title to all intellectual property developed during and resulting from the work performed under this Contract shall be vested to Owner. Owner hereby grants Contractor royalty-free, non-exclusive and irrevocable right to reproduce, publish or otherwise use intellectual property resulting from work performed under this Contract for Contractor's normal scholarly purposes.
 - a. For the purpose of this Contract intellectual property shall mean data arising from or collected during the implementation of the Contract and all copyrightable material developed, inventions and/or discoveries conceived and/or reduced to practice during the performance of this Contract.
 - b. Neither party shall lay claim to preexisting intellectual property held another party regardless of whether or not the preexisting intellectual property contributed to the performance of this Contract or if the preexisting intellectual property resulted in new intellectual property by way of the work performed under this Contract or both.
11. Confidentiality: For the purpose of implementing this Contract either party (Discloser) may disclose information to the other party (Receiver) it considers confidential (Confidential Information), according to the following provisions:
 - a. Confidential Information disclosed in a tangible form shall be clearly labeled by the Discloser as "confidential" or "proprietary" or with a similar marking; and, if disclosed initially in any other form, it must be identified as confidential by the Discloser at the time of disclosure and confirmed in writing as confidential within ten (10) business days of the initial disclosure.
 - b. Confidential Information shall not include any information that: i) is already in the possession of Receiver; ii) becomes publicly available through no fault of Receiver; iii) is independently developed by Receiver without reliance on the Confidential Information of Discloser; iv) is received without the obligation of confidentiality from a third party with no known duty of confidentiality to Discloser; or v) is required to be disclosed by law, a government authority or a court, provided, however, that Receiver shall promptly notify Discloser of such request or order and shall cooperate with Discloser to limit the disclosure of Confidential Information hereunder.

- c. Receiver shall maintain the strict confidentiality of the Confidential Information with the same degree of care it uses to protect its own confidential information and shall not disclose it to third parties without the written approval of Discloser. Receiver shall use reasonable care in the selection of individuals with access to the Confidential Information and remind them of their obligations to protect the confidentiality of the Confidential Information.
 - d. Neither Contractor nor Owner is obligated to supply any Confidential Information under this Contract. Receiver acquires no rights to manufacture, license or otherwise to use or disclose the Confidential Information except as expressly granted hereunder.
 - e. The obligation to protect Confidential Information pursuant to Paragraphs 10a – e shall continue in effect for one (1) year after the expiration or termination of this Contract. Receiver shall return any and all Confidential Information to Discloser upon request at time of expiration or termination.
12. **Termination:** Either party may terminate this Contract with thirty days written notice sent to the appropriate party's Administrative Contact and Authorizing Official, as found in Attachment 2. In the event the source funding for this project becomes unavailable, for any reason, Owner may immediately suspend Contract activity with 5 working days written notice. In the event the Contract is terminated Owner shall pay all allowable and budgeted expenses incurred by Contractor through the end date of the written termination letter.
 13. **Force Majeure:** Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions or (c) a party's financial inability to perform its obligations hereunder
 14. **Integration:** This Contract, including any attachments, exhibits and provisions incorporated by reference, constitutes the entire Contract between the parties hereto and supersedes all prior contracts, understandings and arrangements, oral or written, with respect to the subject matter of this Contract. All substantive terms and conditions of this Contract are included in this Contract document and referenced attachments.
 15. **Special Conditions:** In addition to the above terms and conditions certain special conditions, flow through conditions, and other stipulations may apply.

<p>Signed by an Authorized Official of Owner:</p> <hr/> <p>Name – Tolif Hunt Date</p> <hr/> <p>Director - Research and Sponsored Programs, UNI Title</p>	<p>Signed by an Authorized Official of Contractor:</p> <hr/> <p>Name – Trent Murphy Date</p> <hr/> <p>Board President, Ankeny Community School District Title</p>
--	---

Attachment 1
Certifications and Assurances

By signing this Contract, the authorized official of Contractor certifies, to the best of their knowledge and belief that:

Non-Discrimination

In accordance with federal and state law and internal policy, Contractor agrees not to discriminate against any person on the basis of sex, race, creed, national origin, color, religious belief, age, disability, sexual orientation, gender identity or status as a disabled veteran or veteran of the Vietnam era in the performance of this Contract.

Conflict of Interest

Contractor certifies that both parties have established written policy guidelines on conflict of interest and the avoidance thereof and that in performing the work related to this Contract shall adhere to and monitor its own policy.

Debarment, Suspension and Other Responsibility Matters

Contractor certifies by signing this Contract that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal, state or local agency.

Attachment 2
Owner and Contractor Contacts and Reporting Information

OWNER Contacts	CONTRACTOR Contacts
<p><u>Institution/Organization</u> Iowa Mathematics and Science Education Partnership on behalf of the Iowa Governor’s STEM Advisory Council</p> <p>Address: Operations Center University of Northern Iowa 214 East Bartlett Hall Cedar Falls, Iowa 50614-0298</p> <p>EIN NUMBER: 42-6004333</p>	<p><u>Institution/Organization</u> Ankeny Community School District</p> <p>Address: 306 SW School Street Ankeny, Iowa 50023</p> <p>EIN NUMBER:</p>
<p><u>Administrative Contact</u> Jeffrey D. Weld, Ph.D., Executive Director IMSEP/Iowa Governor’s STEM Advisory Council Email: weld@iowaSTEM.org Telephone: (319) 273-2723</p>	<p><u>Administrative Contact</u> Dr. Jill Urich, Principal Centennial High School and Co-Director of Orbis Ankeny Community School District 2220 NW State Street Ankeny, Iowa 50023 Email: Jill.urich@ankenyschools.org Tele: (515) 965-9610 Fax: (515) 964-5070</p>
<p><u>Financial Contact</u> Kari Britain, Senior Program Manager Iowa Governor’s STEM Advisory Council Email: Britain@iowaSTEM.org Tele: (319) 273-2959 Fax: (319) 273-2779</p>	<p><u>Financial Contact</u> Jennifer Jamison, Chief Financial Officer Ankeny Community School District Email: jennifer.jamison@ankenyschools.org Tele: (515) 965-9600</p>
<p><u>Authorized Official</u> Tolif Hunt, Director - Research and Sponsored Programs University of Northern Iowa 213 East Bartlett Hall Cedar Falls, Iowa 50614-0394 E-mail: tolif.hunt@uni.edu Tele: (319) 273-2634</p>	<p><u>Authorized Official</u> Dr. Erick Pruitt Superintendent Ankeny Community School District 306 SW School Street Ankeny, Iowa 50023 Email: erick.pruitt@ankenyschools.org Tele: (515) 965-9600</p>

Attachment 3

Scope of Work, Technical and Financial Reporting Requirements

1. Scope of Work:

Work-Based Learning (WBL) is an effective tool for educators to link what is taught in the classroom to what is needed to thrive as employees and citizens. Skills and habits ranging from punctuality to problem-solving and collaboration to critical thinking may best be acquired in the context of jobs and work. Knowledge and its applications of classroom concepts, like chemical bonding to the manufacture of ethanol or quadratic equations to retail goods pricing, make learning more meaningful. That is why the Iowa Governor's STEM Advisory Council, in collaboration with the Iowa Department of Education and the Iowa Business Council, sponsored this project to award \$5,500 grants each to school districts to design relevant, engaging K-12 work-based learning (WBL) plans or to improve upon existing plans. Grant awards were based on the quality of the design proposal. Awarded WBL Plans are to be posted on the Iowa Clearinghouse for Work-Based Learning website and distributed through STEM Council channels for other schools to utilize as they go about developing or enhancing their own plans.

2. Technical Reporting:

A district-wide Work-based Learning Plan should encompass:

- Details a spectrum of innovative WBL options connecting K-12 classrooms to future careers;
- Integrates WBL in a cohesive way across grade levels and content disciplines to diverse students;
- Involves businesses and other community partners; and
- Includes professional development plans for educators and their workplace partners.

3. Financial Reporting:

Firm Fixed Price Deliverables Based Contract will provide for full payment as provided below:

- a. upon delivery of satisfactory product (District Work-Based Learning Plan) as assessed by Owner no later than 08/09/2022;
- b. upon delivery of accompanying invoice for the fixed price contracted award of \$5,500 from the Contractor.

Please reference Paragraph 2 of this Contract for invoicing instructions. No special conditions to financial reporting are required.

Invoice from Contractor to Owner shall be emailed to Financial Contact noted in Attachment 2.

Independent Contractor Agreement Ankeny Community School District

WHEREAS, Ankeny Community School District (“District”), a school corporation, intends to contract with **Lyndsey Fennelly**, Independent Contractor (“IC”), to deliver a 30-minute keynote address related to mental health at a District community event.

THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND REPRESENTATIONS SET FORTH HEREIN THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES:

District shall employ IC for the term of this Agreement to deliver a 30-minute keynote address related to mental health at a District community event as described in *Appendix A: Scope of Work* incorporated herein by reference.

2. TERMS OF PAYMENT:

IC will be paid **\$750.00** in total for performance of the services outlined in *Appendix A*. This amount will be paid in one (1) installment payable as described below.

IC will invoice District within two weeks of the completion of the services outlined in *Appendix A*. Amounts due under such invoice shall be payable within thirty (30) days of District’s receipt of the invoice. IC shall address invoice to the Ankeny Community School District Business Office, 306 SW School Street, Ankeny, Iowa 50023.

3. REIMBURSEMENT OF EXPENSES:

District will not be liable to IC for any expenses paid or incurred by IC unless otherwise agreed in writing.

4. INDEPENDENT CONTRACTOR RELATIONSHIP:

The parties intend that this Independent Contractor Agreement create an independent contractor relationship between them. IC is not an agent or employee of District for any purpose. Neither party shall be considered an agent, master or servant of the other party for any purpose whatsoever, and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other.

District is not responsible for deducting from payments to IC any amounts for taxes, insurance or other similar items relating to IC. Accordingly, IC shall be responsible for payment of all taxes arising out of IC’s activities in accordance with this Independent Contractor Agreement, including by way of illustration but not limitation, federal and state income tax, Social Security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. IC shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to IC under the terms of this Independent Contractor Agreement.

5. PAYROLL OR EMPLOYMENT TAXES:

No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (Social

Security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.

6. FRINGE BENEFITS:

IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.

7. BACKGROUND CHECK:

IC shall complete an industry-standard criminal history background check and all sound screening practices, including but not limited to completion of the Sex Offender Registry Certificate of Compliance, prior to the start date. The cost of these background check(s) will be borne by District. Results of the background check(s) may result in immediate termination of this agreement.

8. CONFIDENTIALITY:

In the performance of services, IC, its employees and/or agents, may have access to and/or receive and be entrusted with confidential information. All such material is considered secret and will be available to IC in strict confidence. Except in the performance of its services, IC, its employees, and/or agents, shall not, directly or indirectly for any reason whatsoever, disclose or use any such confidential material until such material ceases (through no fault whatsoever of IC s) to be confidential because it has become public knowledge or part of the public domain.

Upon termination of this Agreement by any means, or whenever requested by District, IC shall promptly deliver to District any and all of the confidential material, not previously delivered, that may be or at any previous time has been in IC's possession or under IC's control. IC agrees that this confidentiality provision shall survive and continue after the termination of this Agreement for any reason whatsoever.

IC shall limit its employees' and/or agents' access to students' educational records to those persons for whom access is essential to the performance of services. IC shall, at all times and in all respects, comply with the terms of the Family Educational Rights and Privacy Act of 1974, as amended.

9. MEDIA RELEASE:

IC authorizes and grants permission to District, as well as its agents, representatives, and others working under its authority, to take and use IC's photographed, video recorded, and/or live-streamed image, likeness, voice, and name for any and all purposes, including marketing, commercial, or advertising purposes, and in any and all forms of media, without further consideration. IC understands and agrees that IC has no rights to any benefits derived from the use of such image, likeness, voice, or name.

10. INSURANCE:

Upon request of the District, IC shall provide proof of insurance coverage.

11. INDEMNIFICATION:

IC shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Independent Contractor Agreement or negligent or other wrongful conduct in the performance of this Independent Contractor Agreement by IC,

or as a result of failure to pay any employment or income taxes arising out of IC's performance of Services for the District.

12. TERM:

This Agreement shall be February 3, 2022 unless terminated by either party in accordance with Section 13.

13. TERMINATION:

This Agreement may be terminated by either party, without cause, upon seven (7) days written notice.

14. ASSIGNMENT:

IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or obligations under this Independent Contractor Agreement without the prior written consent of District. Additionally, District may not transfer and/or assign rights in any photography generated by IC to any other party. Any changes to assignability must be explicitly written and signed by both parties.

15. AMENDMENTS:

This Independent Contractor Agreement may be supplemented, amended or revised only in writing by mutual agreement of the parties.

16. GOVERNING LAW:

This Independent Contractor Agreement shall be governed by and construed pursuant to the laws of the State of Iowa.

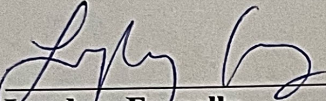
17. ENTIRE AGREEMENT:

This is the entire agreement of the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

In consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledge, the parties have entered into this agreement and have caused their duly authorized representatives to execute this agreement.

Independent Contractor

By: 
Lyndsey Fennelly

Date: 1/13/2022

Ankeny Community School District

By: _____
Trent Murphy
President, Ankeny Board of Education

Date: _____

**APPENDIX A:
Scope of Work**

Lyndsey Fennelly, an Independent Contractor (“IC”) performing contracted services for the Ankeny Community School District (“District”), shall, render the following services to the District:

- Deliver a 30-minute keynote address on a mental health topic at a District event to be held between 7:00 – 8:30 p.m. on February 3, 2022 at a location to be determined by District.
- Prior to delivery of the address, coordinate with identified District representative(s) to align on appropriate topic and facilitation strategies for the contracted speaking engagement.

Ankeny Community School District

306 S.W. School Street
Ankeny, Iowa 50023

Inter-Agency Agreement for Provision of Supporting Documentation 2021-2022 School Year

This agreement is entered into between **Glenwood Community School District** (hereinafter, "Resident District") and the **Ankeny Community School District** (hereinafter, "Ankeny").

In consideration for Ankeny providing special education services to the named student(s) below, Resident District shall bear certain costs. Ankeny will provide educational records as described in this agreement to Resident District to facilitate Resident District's ability to obtain Medicaid reimbursement to support payment for these services.

Student Name

[REDACTED]

DOB

[REDACTED]

- 1) Ankeny will provide Resident District with attendance record(s) and documentation of daily services provided to the student(s) named above.
- 2) Ankeny and Resident District shall take reasonable, industry-standard practices to maintain the confidentiality of records related to the named student(s) as outlined in the Family Education Records Privacy Act (FERPA) and Health Information Privacy and Portability Act (HIPPA).
- 3) Ankeny will provide Resident District with the indicated documents in the form and manner typically used by Ankeny to document similar metrics and services that it provides to its own resident students.
- 4) Ankeny will submit a copy of the attendance record(s) and documentation of daily services given for the student(s) named herein to the Resident District via U.S. mail and/or e-mail in a timely manner. Ankeny makes no representation as to whether the services documented in the records provided are Medicaid-reimbursable and will not review the documents or to otherwise prepare the included information for billing or claims submission.
- 5) Resident District will be responsible for obtaining/maintaining copies of any necessary adjunct documents such as Individual Education Plans (IEPs), health care plans, behavior plans, and/or ICD-10 documentation. Resident District will also be responsible for securing parental consent.
- 6) Resident District will be solely responsible for submitting claims for Medicaid reimbursement and for auditing any procedures or records to insure compliance with any applicable laws or regulations.
- 7) Resident District agrees to indemnify and hold harmless Ankeny for any claims and/or causes of action, including but not limited to, reasonable attorney fees and expenses relating to Ankeny's maintenance and provision of records.

- 8) Resident District agrees to pay Ankeny an annual administrative fee of \$700.00 for maintaining and providing records under the terms of this agreement. Payment shall be made no later than thirty calendar days of invoice.
- 9) Termination of agreement: This agreement may be terminated as follows:
 - a) Mutual Agreement- By mutual written agreement at any time
 - b) Without Cause- By either party, effective at any time after the first full year, upon not less than sixty (60) days prior written notice to the other party
 - c) For Cause- By either party, at any time, upon not less than thirty (30) days prior written notice specifying the default giving rise to the request to terminate. The party allegedly in default will have the opportunity to cure the alleged breach or default within the notice period. As used herein, default means the bankruptcy of either party or the failure by either party to perform any material covenants, conditions, and/or obligations of this agreement.
 - d) Duration-This agreement is binding for the 2021-2022 school year and will be annually reviewed thereafter.

Signed:

Board President
Resident School District

Date

Board President
Ankeny Community School District

Date



Council Bluffs Community SCHOOL DISTRICT

This agreement is entered into by the **Ankeny Community School District** and the **Council Bluffs Community School District** for the **2021-2022** school year.

We the undersigned agencies for **[REDACTED]**, **[REDACTED]**, **[REDACTED]**, **Level 3.74**, who is being provided services or programs by the Council Bluffs Community School District attending **Thomas Jefferson High School** starting 08/23/2021, hereby consent and agree to the following conditions:

Condition 1:

The Council Bluffs Community School District shall provide instructional services and programs for the above named student referred for special education classes in accordance with the State of Iowa Department of Education Rules and Regulations and in accordance with state laws governing such services and the delivery thereof.

Condition 2:

The cost of the above services shall be paid by the sending agency to the receiving agency and shall be the actual cost incurred in providing these services and programs. Payment of the actual costs shall be made out to the Council Bluffs Community School District in the following manner.

- A. The receiving agency will bill the sending agency estimated costs at the end of the first semester. Estimated costs shall be determined by multiplying the special education weighting (1.72, 2.21, and 3.74) times receiving agencies per pupil costs for the first semester. Costs will be prorated if services are less than a full school year.
- B. The receiving agency shall provide the sending agency with an itemized final statement of the actual costs of service and the itemized payments received toward that cost by the end of the current school year. The payment shall be made by the sending agency within 30 days after receipt of the invoice for the current school year.

Signed:



 Authorized Designee, Receiving Agency 12/16/21

 Date

 Authorized Designee, Sending Agency _____

 Date

Clayton Ridge Community School District

131 S River Park Drive
PO Box 520
Guttenberg, Iowa 52052

Telephone: 563-252-2341
Fax: 563-252-2656

CONTRACT FOR PROVISION OF SPECIAL EDUCATION
INSTRUCTIONAL PROGRAMS
2021-22

This agreement is entered into between ANKENY COMMUNITY SCHOOL DISTRICT (hereinafter "Resident LEA") and the CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT (hereafter "Receiving LEA").

The Resident LEA wishes to obtain special education and related services for a resident student entitled to such programs and services, through an agreement with the Receiving LEA. The Receiving LEA agrees to provide these services at actual cost to the Resident LEA.

The student listed below will be provided special education and related services under this Agreement.

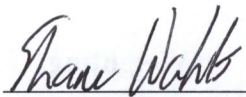
Student: [REDACTED] Date of Birth: [REDACTED]
Grade Level: 5 Program: Level I Weighting: 1.72
Entry Date: 8/23/2021 Exit Date: Re-entry Date:
School Attending: Iowa Virtual Academy

- I. The Receiving LEA will provide appropriate Special Education programs for the Properly identified students of the Resident LEA, in compliance with the Code of Iowa and the Department of Education. Services will be full day in a school year Program.
- II. The cost of providing these programs shall be paid by the Resident LEA to the Clayton Ridge School District based on the actual cost incurred in providing these Programs. Payment of these costs shall be determined and paid in the following manner:
 - A. Payment to be made on a semi-annual basis after billing from the Clayton Ridge Community School District.
 - B. The first payment will be based on estimated costs. Payment for June will be

- adjusted to reflect the actual cost for the school year program.
- C. The Resident LEA agrees to observe the calendar of the Receiving LEA for students covered by this contract.
- D. The Resident LEA maintains responsibility for providing an appropriate program and may condition payments subject to delivery of such a program. Individual Education Programs (IEP) will be sent to the Resident LEA as they are developed or revised.
- E. The Resident LEA agrees to pay for all equipment purchased specifically for for the student identified in this contract according to needs addressed in the student's IEP.
- F. The Receiving LEA agrees to participate in documentation of all hours pertaining to Medicaid reimbursement for the Resident LEA. Documentation will be forwarded to the Resident LEA on a monthly basis.
- G. The Receiving LEA will notify the Resident LEA of staffing, I.E.P. meetings, annual review, and other programs/child reviews which will affect changes in the child's program or service.

**Clayton Ridge
Community School District**

**Ankeny
Community School District**



 Authorized Signature
 Receiving District

 Authorized Signature
 Sending District

12.13.21

 Date

 Date

**NORTH POLK COMMUNITY SCHOOL DISTRICT
13930 NE 6TH ST, ALLEMAN, IA 50007**

**INTER-AGENCY CONTRACT FOR SPECIAL EDUCATION PROGRAM
2021-2022 School Year**

This agreement is entered into between *North Polk Community School District* (hereinafter "Resident LEA") and the *Ankeny Community School District* (hereinafter "Receiving LEA").

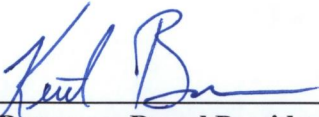
The Resident LEA wishes to obtain special education and related services for a resident student entitled to such programs and services, through an agreement with the Receiving LEA. The Receiving LEA agrees to provide these services at cost to the Resident LEA.

1. The student(s) listed below will be provided special education and related services under this agreement:

Student's Name	Grade	Weight	Date of Birth	Entrv Date	Exit Date
[REDACTED]	05	L1	[REDACTED]	02/10/2021	
[REDACTED]	11	L1	[REDACTED]	[REDACTED]	
[REDACTED], [REDACTED]	06	L1	[REDACTED]	04/16/2021	

2. The special education program and related services shall be provided in accordance with the Federal and State Laws governing such services (including the Individuals with Disabilities Education Act, Iowa Code Chapters 256B, 257 and 273 and Iowa Administrative Code Chapter 281-41) and in accordance with the student's individualized education program (IEP).
3. At all times, the Resident LEA shall remain responsible for providing the student a free appropriate public education (FAPE), including special education and related services. The Receiving LEA shall develop and/or implement an IEP in accordance with the rules of the Iowa Department of Education and with an opportunity for input from the Resident LEA; however, the Resident LEA remains responsible for insuring the student is receiving a free appropriate public education and shall be the responsible party in any dispute relating to the provision of special education and related services.
4. A designated representative of the Resident LEA shall be given notice and an opportunity to participate in IEP meetings regarding the student identified above and shall be given progress reports as given to the parents of the students and at other times as requested by the Resident LEA.
5. The Receiving LEA reserves the right to limit enrollment to those students for whom appropriate programming and space is available in the Receiving LEA's programs, as determined by the Receiving LEA.
6. The Receiving LEA reserves the right to enforce its discipline policy, attendance policy, and all other policies and procedures relating to student enrollment and conduct. The District reserves the right to take away programs and activities. If a student is excluded or expelled, the Resident LEA and not Receiving LEA will be held responsible for any continuing programs or services.
7. The cost of all special education and related services shall be paid by the Resident LEA to the Receiving LEA and shall be equal to the actual costs incurred in providing all such special education and related services and programs. Payment of these actual costs will be determined and paid in the following manner:

- A. The Receiving LEA shall provide the Resident LEA with an estimate of the actual cost of services and programs of the current contracted school year. The estimated cost shall be determined by multiplying the special education weighting (1.72, 2.21, or 3.74) by the Receiving LEA's per pupil cost times the number of students served by the Receiving LEA for each weighted category. Cost will be prorated, if service is for less than one full school year.
 - B. Tuition and/or transportation estimated costs shall be forwarded to the sending agency at the close of each semester.
 - C. The Receiving LEA shall provide the Resident LEA with an itemized final statement of actual costs of service and itemized payments received toward that cost prior to June 15th of the current school year.
 - D. The Resident LEA shall pay the Receiving LEA within thirty-one (31) calendar days of receipt of an invoice.
8. The rights and responsibilities created in this agreement may not be assigned without express written consent and may not be entered by any third-party beneficiary or any other person other than the Resident LEA and the Receiving LEA.
9. This agreement may be terminated with or without cause by providing thirty (30) calendar days written notice.



Keith Bormann, Board President
North Polk Community School District

12/16/21

Date

Board President or Authorized Designee
Ankeny Community School District

Date

PROFESSIONAL SERVICES AGREEMENT

WHEREAS, ANKENY COMMUNITY SCHOOL DISTRICT (“District”), an Iowa public school district, intends to contract with (“Vendor”) to provide _____ to the District.

THEREFORE, in consideration of the mutual promises and representations set forth herein, the parties enter into this Professional Services Agreement (“Agreement”) and agree as follows:

I. SCOPE OF SERVICES

- A. District shall engage Vendor for the term of this Agreement to provide _____

II. RELATIONSHIP OF THE PARTIES

- A. Notwithstanding anything in this Agreement to the contrary, Vendor will be solely and exclusively responsible for providing services under this Agreement. All staffing and operations associated with the provision of the services are the sole and exclusive responsibility of Vendor.
- B. Neither Vendor, nor any of its personnel, shall be considered an agent and/or an employee of District for any purpose. Vendor does not have any authority to enter into any contract, assume any obligations, and/or make any warranties or representations on behalf of District.
- C. District is not responsible for deducting from payments to Vendor any amounts for taxes, insurance, and/or other similar items relating to Vendor's work with respect to this Agreement. Accordingly, Vendor shall be responsible for payment of all taxes arising out of Vendor's activities in accordance with this Agreement, including but not limited to, any relevant federal and/or state income tax, Social Security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. Vendor shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to Vendor under the terms of this Agreement.

- D. No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to Vendor. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (Social Security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
- E. Vendor, its agents, and its employees are not eligible for, and shall not participate in, any employee pension, health, disability and/or other fringe benefit plan of the District.
- F. District shall in no way be responsible for the acts or omissions of Vendor, its employees, and/or agents.

III. ASSIGNMENT

- A. Vendor acknowledges that Vendor's services are unique. Accordingly, Vendor may not assign Vendor's rights and/or delegate Vendor's duties and/or obligations under this Agreement to any third party without express prior written consent of District.

IV. TERM AND TERMINATION

- A. Agreement shall begin on _____ and shall continue in effect through _____ unless earlier terminated by either party in accordance with Section IV.B of this Agreement.
- B. This Agreement may be terminated by either party, without cause, upon thirty (30) days written notice. Either party may terminate this Agreement, with cause, immediately. Upon termination, Vendor shall be compensated for all services rendered prior to the date of termination.

V. PAYMENT

- A. District shall pay Vendor a total of _____ to complete the work outlined in the Scope of Services. Said payment shall be paid _____
- B. Vendor shall direct invoices to: Ankeny Community School District, ATTN: Business Office, 306 SW School Street, Ankeny, Iowa 50023.

- C. District shall render payment to Vendor via check within 30 days of receipt of said invoice.

VI. BACKGROUND CHECKS

- A. Vendor shall ensure that any and all of its employees and/or agents who are present on District property and/or who interact in-person and/or virtually with District students, staff, and/or other identified stakeholders complete and pass an industry-standard criminal history background check and all sound screening practices, including but not limited to legally-required Sex Offender Registry Certificate of Compliance, prior to the start date. Vendor agrees to work with the District's Business Office on completion of the above.
- B. The cost of background check(s) required under this Agreement will be borne by District.
- C. Unsatisfactory results of the background check(s) may result in Vendor's, its agent(s'), and/or its employee(s') disqualification from performance of services under this Agreement and/or immediate termination of this Agreement. District shall have sole discretion to determine if the results from the background check(s) meet District standards.

VII. CONFIDENTIALITY

- A. In the performance of services under this Agreement, Vendor, its employees, and/or its agents may have access to and/or receive and/or be entrusted with confidential information. All such material is considered secret and will be available to Vendor in strict confidence.
- B. Except in the performance of its services, Vendor, its employees, and/or agents, shall not, directly or indirectly, for any reason whatsoever, disclose and/or use any such confidential material until such material ceases, through no fault whatsoever of Vendor, to be confidential because it has become public knowledge or part of the public domain.
- C. Upon termination of this Agreement by any means, or whenever requested by District, Vendor shall promptly deliver to District any and all of the confidential material not previously delivered that may be and/or at any previous time(s) have been in Vendor's possession and/or under Vendor's control. Vendor agrees that this confidentiality provision shall survive and continue after the termination of this Agreement for any reason whatsoever.
- D. Vendor shall limit its employees' and/or agents' access to students' educational records to those persons for whom access is essential to the performance of services carried out under the Agreement. Vendor shall, at all times and in all respects, comply with the terms of the Family Educational Rights and Privacy Act of 1974, as amended.

VIII. INTELLECTUAL PROPERTY

- A. District shall own all rights, titles, and interests, including all related Intellectual Property

Rights, in and to work product, including any suggestions, ideas, enhancement requests, feedback, recommendations and/or other information provided by Vendor and/or any other party relating to the services covered by this agreement.

- B. District name and logo(s) are trademarks of District, and no right or license is granted to Vendor use them other than in the provision of services for District under the terms of this Agreement.

IX. INSURANCE

- A. No workers' compensation insurance and/or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained by District on account of Vendor.
- B. Upon request of District, Vendor shall provide proof of insurance coverage.

X. INDEMNIFICATION

- A. Vendor shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and/or expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Agreement or negligent or other wrongful conduct in the performance of this Agreement by Vendor or as a result of failure to pay any employment or income taxes arising out of Vendor's performance of Services for the District.

XI. AMENDMENTS

- A. This Agreement may only be supplemented, amended or revised in writing by mutual agreement of the parties.

XII. GOVERNING LAW

- A. This Agreement shall be governed by and construed pursuant to the laws of the State of Iowa. Any claim or dispute which may arise out of this Agreement shall be heard in a court of competent jurisdiction in Polk County, Iowa, unless otherwise agreed by the parties.

XIII. SEVERABILITY

- A. If any provision of this Agreement is determined to be invalid by a court of competent jurisdiction, then such provision shall be deemed null and void, but without invalidating the remaining provisions.

XIV. ENTIRE AGREEMENT

- A. This Agreement constitutes the complete and entire agreement between the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

In consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledged, the parties have entered into this agreement and have caused their duly authorized representatives to execute this agreement.

Ankeny Community School District

By: _____
Trent Murphy
President, Board of Education
Ankeny Community School District
306 SW School Street
Ankeny, Iowa 50023

Date: _____

By: _____

Date: _____

THIS PAGE INTENTIONALLY LEFT BLANK.

**APPENDIX A:
Vendor's Minimum Insurance Requirements**

A. The Vendor shall purchase and maintain such insurance as will protect the Vendor from claims set forth below which may arise out of, or result from the Vendor's operations under the contract, whether such operation be by the Vendor or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The insurance to be maintained by the Vendor shall be written as follows:

1. Workers' Compensation and Employers Liability Insurance as prescribed by Iowa law or the minimum limits shown below;

- a. Iowa Benefits- Statutory

- b. Employers Liability
 - Bodily Injury by Accident \$500,000 Each Accident
 - Bodily Injury by Disease \$500,000 Each Accident
 - Bodily Injury by Disease \$500,000 Each Employee

The Workers' Compensation policy shall include a *waiver of subrogation clause* in favor of the owner.

2. Commercial General Liability Insurance combined single limits shown below covering Bodily Injury, Property Damage and Personal Injury:

General Aggregate Limit	\$4,000,000
Products-Completed Operations Aggregate Limit	\$4,000,000
Personal & Advertising Injury Limit	\$2,000,000
Each Occurrence Limit	\$2,000,000
Fire Damage Limit	\$ 100,000
Medical Expense Limit	\$ 5,000

This insurance must include the following features:

- a. Coverage for all premises and operations. The policy shall be endorsed to provide the aggregate Per Project Endorsement.
- b. Personal and Advertising Injury
- c. Operations by independent contractors.
- d. Contractual Liability coverage
- e. Coverage for property damage underground or damage by explosion or collapse (XCU).

3. Automobile Liability Insurance covering all owned, non-owned, hired and leased vehicles with a minimum combined single limit for Bodily Injury and Property Damage of \$2,000,000 per accident. Insurance must include Contractual Liability.

4. Umbrella/Excess Liability Insurance combined single limit for bodily injury, property damage and personal injury excess primary liability limits: \$1,000,000. The required Liability limits outlined within may be met with any combination of underlying and umbrella/excess policy limits.

5. Additional Insured the Vendor will include the School as additional Insured on all policies except Workers' Compensation as respects all work performed. The additional insured coverage

shall be primary and non-contributory to any of the owner's policies and shall apply to both ongoing and completed operations.

6. **Insurance Certificates** Each policy noted above shall be issued by an insurance company authorized to write such insurance in the State of Iowa and shall be reasonably acceptable to the School. These insurance policies shall not be cancelled without at least 30 days prior written notice to the School. A properly executed Certificate of Insurance showing evidence of these insurance requirements shall be delivered to the School prior to the commencement of this lease.
7. **Government Immunity** The following clauses will be added to all liability coverages:
 - a. The company and the insured expressly agree and state that the purchase of this policy of insurance by the insured does not waive any of the defenses of governmental immunity available to the insured under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
 - b. The company and the insured further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
8. **Subrogation** To the extent that such insurance is in force and collectible and to the extent permitted by law, the School and Vendor each hereby releases and waives all right of recovery against the other or anyone claiming through or under each of them by way of subrogation or otherwise, except in cases of gross negligence.
9. **Property Insurance** Unless otherwise provided, the Owner shall purchase and maintain property insurance on the project in the amount of the initial Contract Sum, plus value of subsequent Contract modifications and cost of materials supplied or installed by others. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made. This insurance shall include interests of the Owner, the Vendor, Subcontractors and Sub-subcontractors in the Project.

Property insurance shall be on an "all-risk" or equivalent policy form and shall include insurance against the perils of fire, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, testing and debris removal including demolition occasioned by enforcement of any applicable legal requirements, depending on availability. The property insurance may contain sub-limits for these coverages. At the option of the school district, the insurance covering the project may be written under a Builder's Risk policy or covered under the District's permanent property insurance.
10. **Professional Insurance** If the Vendor is required to furnish professional services as part of the Work, the Vendor shall purchase Professional Liability insurance covering performance of the professional services, with policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.
11. **Pollution Insurance** If the work involves the transport, dissemination, use or release of pollutants, the Vendor shall purchase Pollution Liability insurance, with policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.

12. Coverages under sections 10 and 11 may be purchased through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.
13. **Aircraft Insurance** If the work requires use or operation of manned or unmanned aircraft, including drones, the Vendor shall purchase coverage with policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.

PROFESSIONAL SERVICES AGREEMENT

WHEREAS, ANKENY COMMUNITY SCHOOL DISTRICT (“District”), an Iowa public school district, intends to contract with (“Vendor”) to provide _____ to the District.

THEREFORE, in consideration of the mutual promises and representations set forth herein, the parties enter into this Professional Services Agreement (“Agreement”) and agree as follows:

I. SCOPE OF SERVICES

- A. District shall engage Vendor for the term of this Agreement to provide _____

II. RELATIONSHIP OF THE PARTIES

- A. Notwithstanding anything in this Agreement to the contrary, Vendor will be solely and exclusively responsible for providing services under this Agreement. All staffing and operations associated with the provision of the services are the sole and exclusive responsibility of Vendor.
- B. Neither Vendor, nor any of its personnel, shall be considered an agent and/or an employee of District for any purpose. Vendor does not have any authority to enter into any contract, assume any obligations, and/or make any warranties or representations on behalf of District.
- C. District is not responsible for deducting from payments to Vendor any amounts for taxes, insurance, and/or other similar items relating to Vendor's work with respect to this Agreement. Accordingly, Vendor shall be responsible for payment of all taxes arising out of Vendor's activities in accordance with this Agreement, including but not limited to, any relevant federal and/or state income tax, Social Security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. Vendor shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to Vendor under the terms of this Agreement.

- D. No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to Vendor. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (Social Security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.
- E. Vendor, its agents, and its employees are not eligible for, and shall not participate in, any employee pension, health, disability and/or other fringe benefit plan of the District.
- F. District shall in no way be responsible for the acts or omissions of Vendor, its employees, and/or agents.

III. ASSIGNMENT

- A. Vendor acknowledges that Vendor's services are unique. Accordingly, Vendor may not assign Vendor's rights and/or delegate Vendor's duties and/or obligations under this Agreement to any third party without express prior written consent of District.

IV. TERM AND TERMINATION

- A. Agreement shall begin on _____ and shall continue in effect through _____ unless earlier terminated by either party in accordance with Section IV.B of this Agreement.
- B. This Agreement may be terminated by either party, without cause, upon thirty (30) days written notice. Either party may terminate this Agreement, with cause, immediately. Upon termination, Vendor shall be compensated for all services rendered prior to the date of termination.

V. PAYMENT

- A. District shall pay Vendor a total of _____ to complete the work outlined in the Scope of Services. Said payment shall be paid _____.
- B. Vendor shall direct invoices to: Ankeny Community School District, ATTN: Business Office, 306 SW School Street, Ankeny, Iowa 50023.

- C. District shall render payment to Vendor via check within 30 days of receipt of said invoice.

VI. BACKGROUND CHECKS

- A. Vendor shall ensure that any and all of its employees and/or agents who are present on District property and/or who interact in-person and/or virtually with District students, staff, and/or other identified stakeholders complete and pass an industry-standard criminal history background check and all sound screening practices, including but not limited to legally-required Sex Offender Registry Certificate of Compliance, prior to the start date. Vendor agrees to work with the District's Business Office on completion of the above.
- B. The cost of background check(s) required under this Agreement will be borne by District.
- C. Unsatisfactory results of the background check(s) may result in Vendor's, its agent(s'), and/or its employee(s') disqualification from performance of services under this Agreement and/or immediate termination of this Agreement. District shall have sole discretion to determine if the results from the background check(s) meet District standards.

VII. CONFIDENTIALITY

- A. In the performance of services under this Agreement, Vendor, its employees, and/or its agents may have access to and/or receive and/or be entrusted with confidential information. All such material is considered secret and will be available to Vendor in strict confidence.
- B. Except in the performance of its services, Vendor, its employees, and/or agents, shall not, directly or indirectly, for any reason whatsoever, disclose and/or use any such confidential material until such material ceases, through no fault whatsoever of Vendor, to be confidential because it has become public knowledge or part of the public domain.
- C. Upon termination of this Agreement by any means, or whenever requested by District, Vendor shall promptly deliver to District any and all of the confidential material not previously delivered that may be and/or at any previous time(s) have been in Vendor's possession and/or under Vendor's control. Vendor agrees that this confidentiality provision shall survive and continue after the termination of this Agreement for any reason whatsoever.
- D. Vendor shall limit its employees' and/or agents' access to students' educational records to those persons for whom access is essential to the performance of services carried out under the Agreement. Vendor shall, at all times and in all respects, comply with the terms of the Family Educational Rights and Privacy Act of 1974, as amended.

VIII. INTELLECTUAL PROPERTY

- A. District shall own all rights, titles, and interests, including all related Intellectual Property

Rights, in and to work product, including any suggestions, ideas, enhancement requests, feedback, recommendations and/or other information provided by Vendor and/or any other party relating to the services covered by this agreement.

- B. District name and logo(s) are trademarks of District, and no right or license is granted to Vendor use them other than in the provision of services for District under the terms of this Agreement.

IX. INSURANCE

- A. No workers' compensation insurance and/or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained by District on account of Vendor.
- B. Upon request of District, Vendor shall provide proof of insurance coverage.

X. INDEMNIFICATION

- A. Vendor shall indemnify and hold District harmless from and against all liabilities, claims, debts, taxes, obligations, costs and/or expenses (including reasonable attorney's fees, court costs and costs of appeal) that District may incur or sustain as a result of any breach of this Agreement or negligent or other wrongful conduct in the performance of this Agreement by Vendor or as a result of failure to pay any employment or income taxes arising out of Vendor's performance of Services for the District.

XI. AMENDMENTS

- A. This Agreement may only be supplemented, amended or revised in writing by mutual agreement of the parties.

XII. GOVERNING LAW

- A. This Agreement shall be governed by and construed pursuant to the laws of the State of Iowa. Any claim or dispute which may arise out of this Agreement shall be heard in a court of competent jurisdiction in Polk County, Iowa, unless otherwise agreed by the parties.

XIII. SEVERABILITY

- A. If any provision of this Agreement is determined to be invalid by a court of competent jurisdiction, then such provision shall be deemed null and void, but without invalidating the remaining provisions.

XIV. ENTIRE AGREEMENT

- A. This Agreement constitutes the complete and entire agreement between the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

In consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledged, the parties have entered into this agreement and have caused their duly authorized representatives to execute this agreement.

Ankeny Community School District

By: _____
Trent Murphy
President, Board of Education
Ankeny Community School District
306 SW School Street
Ankeny, Iowa 50023

Date: _____

By: _____

Date: _____

THIS PAGE INTENTIONALLY LEFT BLANK.

**APPENDIX A:
Vendor's Minimum Insurance Requirements**

A. The Vendor shall purchase and maintain such insurance as will protect the Vendor from claims set forth below which may arise out of, or result from the Vendor's operations under the contract, whether such operation be by the Vendor or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The insurance to be maintained by the Vendor shall be written as follows:

1. Workers' Compensation and Employers Liability Insurance as prescribed by Iowa law or the minimum limits shown below;

- a. Iowa Benefits- Statutory
- b. Employers Liability
 - Bodily Injury by Accident \$500,000 Each Accident
 - Bodily Injury by Disease \$500,000 Each Accident
 - Bodily Injury by Disease \$500,000 Each Employee

The Workers' Compensation policy shall include a *waiver of subrogation clause* in favor of the owner.

2. Commercial General Liability Insurance combined single limits shown below covering Bodily Injury, Property Damage and Personal Injury:

General Aggregate Limit	\$4,000,000
Products-Completed Operations Aggregate Limit	\$4,000,000
Personal & Advertising Injury Limit	\$2,000,000
Each Occurrence Limit	\$2,000,000
Fire Damage Limit	\$ 100,000
Medical Expense Limit	\$ 5,000

This insurance must include the following features:

- a. Coverage for all premises and operations. The policy shall be endorsed to provide the aggregate Per Project Endorsement.
- b. Personal and Advertising Injury
- c. Operations by independent contractors.
- d. Contractual Liability coverage
- e. Coverage for property damage underground or damage by explosion or collapse (XCU).

3. Automobile Liability Insurance covering all owned, non-owned, hired and leased vehicles with a minimum combined single limit for Bodily Injury and Property Damage of \$2,000,000 per accident. Insurance must include Contractual Liability.

4. Umbrella/Excess Liability Insurance combined single limit for bodily injury, property damage and personal injury excess primary liability limits: \$1,000,000. The required Liability limits outlined within may be met with any combination of underlying and umbrella/excess policy limits.

5. Additional Insured the Vendor will include the School as additional Insured on all policies except Workers' Compensation as respects all work performed. The additional insured coverage

shall be primary and non-contributory to any of the owner's policies and shall apply to both ongoing and completed operations.

6. **Insurance Certificates** Each policy noted above shall be issued by an insurance company authorized to write such insurance in the State of Iowa and shall be reasonably acceptable to the School. These insurance policies shall not be cancelled without at least 30 days prior written notice to the School. A properly executed Certificate of Insurance showing evidence of these insurance requirements shall be delivered to the School prior to the commencement of this lease.
7. **Government Immunity** The following clauses will be added to all liability coverages:
 - a. The company and the insured expressly agree and state that the purchase of this policy of insurance by the insured does not waive any of the defenses of governmental immunity available to the insured under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
 - b. The company and the insured further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
8. **Subrogation** To the extent that such insurance is in force and collectible and to the extent permitted by law, the School and Vendor each hereby releases and waives all right of recovery against the other or anyone claiming through or under each of them by way of subrogation or otherwise, except in cases of gross negligence.
9. **Property Insurance** Unless otherwise provided, the Owner shall purchase and maintain property insurance on the project in the amount of the initial Contract Sum, plus value of subsequent Contract modifications and cost of materials supplied or installed by others. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made. This insurance shall include interests of the Owner, the Vendor, Subcontractors and Sub-subcontractors in the Project.

Property insurance shall be on an "all-risk" or equivalent policy form and shall include insurance against the perils of fire, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, testing and debris removal including demolition occasioned by enforcement of any applicable legal requirements, depending on availability. The property insurance may contain sub-limits for these coverages. At the option of the school district, the insurance covering the project may be written under a Builder's Risk policy or covered under the District's permanent property insurance.
10. **Professional Insurance** If the Vendor is required to furnish professional services as part of the Work, the Vendor shall purchase Professional Liability insurance covering performance of the professional services, with policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.
11. **Pollution Insurance** If the work involves the transport, dissemination, use or release of pollutants, the Vendor shall purchase Pollution Liability insurance, with policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.

12. Coverages under sections 10 and 11 may be purchased through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.
13. **Aircraft Insurance** If the work requires use or operation of manned or unmanned aircraft, including drones, the Vendor shall purchase coverage with policy limits of not less than \$1,000,000 per claim and \$1,000,000 in the aggregate.

No-Cost Services Agreement Between Ankeny Community School District and Everybody Wins! Iowa

This Agreement is effective upon full execution and is made between the Ankeny Community School District and Everybody Wins! Iowa.

1.0 IDENTITY OF PARTIES

- 1.1 Ankeny Community School District (“District”) is the issuing entity for this Agreement. The administrative office and address for correspondence related to this Agreement is: Ankeny Community School District, 306 SW School Street, Ankeny, Iowa 50023.
- 1.2 Everybody Wins! Iowa (“Service Provider”) is entering into this Agreement to provide the Power Read program as described in *Appendix A, Scope of Services* at Northwest Elementary School, an attendance center located in District. The corporate address for correspondence related to this Agreement is Everybody Wins! Iowa, 901 Walnut Street, Des Moines, Iowa 50309.

2.0 TERM AND TERMINATION

- 2.1 The term of this Agreement shall be from the date of full execution by both parties through June 30, 2022 unless terminated earlier in accordance with this Agreement.
- 2.2 Either party may terminate this Agreement, without penalty and without incurring further obligation, upon ten (10) days written notice. Either party may terminate this Agreement with cause immediately.

3.0 TERMS OF VOLUNTEER SERVICES PROVIDED BY SERVICE PROVIDER

- 3.1 Service Provider will provide volunteers to support District students as outlined in *Appendix A, Scope of Services*.
- 3.2 Notwithstanding anything in this Agreement to the contrary, Service Provider will be solely and exclusively responsible for providing the services under this Agreement. All staffing and operations associated with the provision of the services are the sole and exclusive responsibility of Service Provider.
- 3.3 Neither Service Provider nor any of its personnel, shall be considered an employee of the District for any purpose. Neither party shall be considered an agent, master or servant of the other party for any purpose and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other.
- 3.4 Service Provider shall instruct all those providing volunteer service to District as outlined in this Agreement that they must complete an industry-standard criminal background check and all other screening practices directed by District, which may include but are not limited to completion of the Sex Offender Registry Certificate

of Compliance, prior to the first date of service. The cost of these background check(s) will be borne by District. Results of the background check(s) may result in immediate exclusion of a volunteer and/or termination of this agreement.

- 3.5 Service Provider will require those affiliated with Service Provider who are volunteering in the District who are arrested to notify Service Provider within five (5) days of arrest. Service Provider will take action to temporarily remove the volunteer from the team supporting the District until Service Provider receives notification of formal resolution of the arrest. If the arrest results in a conviction for a criminal offense, Service Provider will remove the individual from volunteer service with the District.
- 3.6 Service Provider will instruct those affiliated with it who are volunteering with the District via this Agreement to comply with any additional volunteer requirements and expectations established by the District.
- 3.7 District shall in no way be responsible for the actions or omissions of Service Provider, its employees, agents, and/or assigns. Service Provider shall inform all persons using its services that Service Provider is a separate entity from the District and that the services being provided are separate from the educational program of the District.
- 3.8 District in no way endorses Service Provider or the services it provides, and the District is under no obligation to refer any students to Service Provider. The final determination regarding the provision of services by Service Provider to a student shall be made by Service Provider, the student, and the student's parent/guardian.

4.0 CONFIDENTIALITY

- 4.1 Information about students and their families served by Service Provider that contains personally identifiable information is confidential in nature. Service Provider shall obtain a properly executed authorization and release prior to sharing information with the District or requesting educational records from the District. Other service-related data aggregated and/or with identifying information removed may be released as needed for compilation of data related to the Agreement. Service Provider shall not use confidential information for any purpose other than carrying out its obligations under this Agreement. Service Provider shall have established policies and procedures for safeguarding the confidentiality of such information.
- 4.2 Service Provider is solely responsible for maintaining all records of services provided under this Agreement. Service Provider will comply with all federal, state and local laws and regulations and District policies and rules applicable to performance of services and obligations under this Agreement, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPPA), and their corresponding regulations, as applicable, and any other statutes or regulations governing privacy, security and confidentiality of student and/or health information.

5.0 INDEMNIFICATION

5.1 Service Provider will indemnify and hold harmless the District from and against any and all liabilities, losses, damages, costs or expenses (including but not limited to reasonable attorneys' fees, legal expenses, or amounts to be repaid from audits), incurred by the District as a result of a breach of the Agreement by Service Provider or any tortious, unlawful, or unauthorized acts or omissions by Service Provider related to this Agreement.

6.0 INSURANCE

6.1 No workers' compensation insurance, or any other type of insurance (including, but not limited to, professional liability insurance) has been or will be obtained, by the District on account of Service Provider. Service Provider shall maintain insurance and practices in alignment those shared by the District. Upon request of the District, Service Provider shall provide proof of said insurance coverage.

7.0 MISCELLANEOUS

7.1 **Assignment.** Service Provider acknowledges that Service Provider's services are unique and personal. Accordingly, Service Provider may not assign Service Provider's rights or delegate Service Provider's duties or obligations under this Agreement without the prior written consent of the District. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

7.2 **Amendments.** None of the terms or conditions of this Agreement shall be in any manner altered or modified except in writing and signed by both parties.

7.3 **Governing Law.** This Agreement shall be governed by and construed pursuant to the laws of the State of Iowa and any claim or dispute which may arise out of this Agreement shall be heard in a court of competent jurisdiction in Polk County, Iowa, unless otherwise agreed by the parties.

7.4 **Severability.** If any provision of this Agreement is determined to be invalid by a court of competent jurisdiction, then such provision shall be deemed null and void, but without invalidating the remaining provisions.

7.5 **Entire Agreement.** This Agreement constitutes the complete and entire agreement between the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

8.0 EXECUTION

8.1 In consideration of the mutual covenants set forth above, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into this Agreement and have caused their duly authorized representatives to execute this Agreement.

Ankeny Community School District

Everybody Wins! Iowa

By: _____

By: Karen Ligas

Name: Trent Murphy

Name: Karen Ligas

Title: Board President

Title: Executive Director

Date:

Date: January 10, 2022

Appendix A

Scope of Services

Everybody Wins! Iowa shall provide the following services, subject to the terms and conditions set forth within the Agreement to which this appendix is attached:

- Provide staff and/or volunteers to implement the “Power Read” program at Northwest Elementary School in a manner determined in collaboration with the school principal. The “Power Read” program is a once-a-week, read-aloud session that happens on school grounds in which a child is paired with one or two adult mentors (one mentor per week) from Everybody Reads! Iowa. During the students’ lunchtime, students and volunteer reading mentor(s) eat lunch together, read, and discuss books.
- “Power Read” sessions shall always be supervised by an on-site School Coordinator under the direction of Everybody Wins! Iowa. Mentors shall be prohibited from visiting students outside of supervised “Power Read” sessions.
- All Everybody Wins! Iowa mentors will have received a training session and have had criminal, sexual, and abuse background checks completed prior to interaction with students under the terms of this Agreement.
- Everybody Wins! Iowa shall discourage its mentors from giving gifts (other than cards) to students. Book giveaways may be provided by Everybody Wins! Iowa.
- Everybody Wins! Iowa will provide Enrollment Forms to parents/guardians of potential student participants and will not work with students from whom completed forms are not received. Everybody Wins! Iowa will abide by the data collection, communication, and photographic / publicity permissions given by parents/guardians of those students participating in the program.



ANKENY COMMUNITY SCHOOL DISTRICT

Item Cover Sheet

Title: Policies - 2nd and Final Reading

- Extended Information:**
- 302.23 Collective Bargaining/Negotiations Team
 - 802.10 Local, State, & Federal Income
 - 802.30 Educational Material Fees
 - 804.71 Internal Controls
 - 302.30 Administrator Code of Ethics
 - 303.10 Administrator Professional Development
 - 303.40 Development & Enforcement of Administrative Regulations
 - 303.50 Monitoring of Administrative Regulations
 - 303.80 Administrator Civic Activities
 - 304.20 Authority to Suspend
 - 307.00 Communication Channels
 - 404.60 Jury Duty
 - 400.33 Transporting of Students by Employees

Superintendent's Recommendation: Approve the second and final readings of presented policies. Policies are for immediate implementation upon second and final reading.

ATTACHMENTS:

File Name	Description	Type	Upload Date
302.23 Collective Bargaining Negotiations Team.pdf	302.23 Collective Bargaining_Negotiations Team	Support Document	1/14/2022
802.10 Local State Federal Income.pdf	802.10 Local, State & Federal Income	Support Document	1/14/2022
802.30 Educational Material Fees.pdf	802.30 Educational Material Fees	Support Document	1/14/2022
804.71 Internal Controls.pdf	804.71 Internal Controls	Support Document	1/14/2022
302.30 Administrator Code of Ethics.pdf	302.30 Administrator Code of Ethics	Support Document	1/14/2022
303.10 Administrator Professional Development.pdf	303.10 Administrator Professional Development	Support Document	1/14/2022
303.40 development Enforcement of Administrative Regulations.pdf	303.40 development & Enforcement of Administrative Regulations	Support Document	1/14/2022
303.50 Monitoring of Administrative Regulations.pdf	303.50 Monitoring of Administrative Regulations	Support Document	1/14/2022
303.80 Administrator Civic Activities.pdf	303.80 Administrator Civic Activities	Support Document	1/14/2022
304.20 Authority to Suspend.pdf	304.20 Authority to Suspend	Support Document	1/14/2022
307.00 Communication Channels.pdf	307.00 Communication Channels	Support Document	1/14/2022
404.60 Jury Duty.pdf	404.60 Jury Duty	Support Document	1/14/2022
400.33 Transporting of Students by Employees.pdf	400.33 Transporting of Students by Employees	Support Document	1/14/2022

300 SERIES – ADMINISTRATION

302.23 Collective Bargaining/Negotiations Team

The superintendent shall, in his/her discretion, determine the district's collective bargaining and negotiation team(s). In assembling the team, the superintendent shall consider factors including, but not limited to, \ the nature of the employee group about whom the district is negotiating; the expertise of the negotiation team members and) team continuity and consistency. Administrators not serving on the negotiation team may serve as resource persons and will be briefed regularly as negotiations progress.

During the negotiations process, the negotiation team will provide update(s) to and receive input from the board and administrators who supervise the employee group(s) about whom the district is negotiating.

Adopted:
July 11, 1988

Reviewed:
March 10, 2003
March 26, 2012
February 20, 2017
December 16, 2021

Revised:
January 18, 2022

800 SERIES – BUSINESS PROCEDURES

802.10 Local, State, and Federal Income

All income received by the district shall be placed in the hands of the board secretary/treasurer. Other persons receiving revenues on behalf of the school district shall promptly relinquish them to the board treasurer.

Revenue, from whatever source, shall be accounted for and classified under the official accounting system of the district. The board treasurer/designee shall deposit revenue into the official district depositor(ies) as set by the board and in accordance with the laws of the State of Iowa.

Rental fees received by the district for rental of school district equipment or facilities shall be deposited in the general fund. The superintendent/designee shall recommend to the board a fee schedule for renting school district property.

Proceeds from the sale of real property shall be deposited in the physical plant and equipment levy (PPEL) fund. However, following a properly noticed public hearing, the board may elect to deposit proceeds from the sale of real property or buildings into any fund under the control of the district. The proceeds from the sale of other school district property shall be deposited in the general fund.

The board may claim exemption from the law prohibiting competition with private enterprise for the following activities:

- Goods and services directly and reasonably related to the educational mission;
- Goods and services offered only to students, employees, or guests which cannot be provided by private enterprise at the same or lower cost;
- Use of vehicles for charter trips offered to the public, full- or part-time, or temporary students;
- Goods and services not otherwise available in the quantity or quality required by the school district;
- Telecommunications other than radio or television stations;
- Sponsoring or providing facilities for fitness and recreation;
- Food service and sales; and,
- Sale of books, records, tapes, software, educational equipment, and supplies.

The superintendent/designee shall bring additional sources of revenue for the district to the board's attention. District funds from all sources shall not be used for private gain or political purposes.

Legal Reference:

Iowa Code §§ 12C; 23A; 24.9; 257.2; 279.8; 41; 282.2, .6, .24; 291.12, 297.9-.12, .22; 301.1

Cross Reference:

802.80 Depository of Funds

801.10 Budget

802.41 Use of School District Facilities & Equipment

1004.40 Fees for Use of District Facilities

1004.50 Community Use of District Facilities

Reviewed:

August 18, 2003

April 18, 2011

February 20, 2017

December 16, 2021

Revised:

August 18, 2003

800 SERIES – BUSINESS PROCEDURES

802.30 Educational Material Fees

The board may elect to charge fees for the use or purchase of educational materials (“materials fees”) not required as part of the educational program. Materials fees received by the district shall be deposited in the general fund.

The superintendent/designee shall recommend to the board when the instances when materials fees will be charged and the amount of the materials fees. The superintendent/designee shall establish regulations to administer the sale of educational supplies and materials not required as part of the instructional program, to district students. These regulations shall include the methods used to determine the selling prices of the items to be sold. The board shall officially adopt the regulations governing the sale of supplies and materials.

Parents of students meeting specific financial eligibility standards will be eligible for a waiver or reduction of student fees based upon the request of the parent. The superintendent/designee superintendent shall develop administrative regulations regarding these waivers.

Cross Reference:

503.03 Fines-Fee-Charges

Reviewed:

August 18, 2003

April 18, 2011

February 20, 2017

December 16, 2021

Revised:

April 18, 201

February 20, 2017

January 18, 2022

800 SERIES – BUSINESS PROCEDURES

804.71 Internal Controls

The board expects all board members, employees, volunteers, consultants, vendors, contractors, students, and other parties maintaining any relationship with the district to act with integrity, due diligence, and in accordance with all laws in their duties involving the district's resources. The board is entrusted with public dollars and no one connected with the district should do anything to erode that trust.

All district employees are responsible for adhering to district-established internal controls. The superintendent and Chief Financial Officer (CFO) shall develop internal controls designed to prevent and detect fraud, financial impropriety, and/or fiscal irregularities within the district subject to review and approval by the board.

Administrators shall be alert for any indication of fraud, financial impropriety, and/or irregularity within the administrator's area of responsibility. Any employee who suspects fraud, impropriety, or irregularity shall report their suspicions immediately to his/her immediate supervisor and to the CFO.

Fraud, financial improprieties, or irregularities include, but are not limited to:

- Forgery and/or unauthorized alteration of any document and/or account belonging to the district.
- Forgery and/or unauthorized alteration of a check, bank draft, and/or any other district financial document.
- Misappropriation of district funds, securities, supplies, and/or other assets.
- Impropriety in the handling of district monies and/or reporting of financial transactions.
- Profiteering because of "insider" information related to district information and/or activities.
- Disclosing confidential and/or proprietary district information to outside parties.
- Accepting and/or seeking anything of material value, other than items used in the normal course of advertising, from contractors, vendors, and/or persons providing services to the district.
- Destroying, removing, and/or inappropriately using district records, furniture, fixtures, and/or equipment.
- Failing to provide district financial records to authorized state and/or local entities.
- Failure to cooperate fully with any financial auditors, investigators and/or law enforcement in district-related matters.
- Any other dishonest and/or fraudulent act involving district monies or resources.

The CFO shall have primary responsibility for any necessary investigations into alleged violations of this policy and shall coordinate investigative efforts with the district's legal counsel, auditing firm, Office of the Auditor of the State of Iowa, and other internal and/or external departments and/or agencies, including law enforcement officials, as the superintendent may deem appropriate.

The investigation of fraudulent activity shall, to the extent permitted by law and policy, be conducted in a manner that protects the confidentiality of the parties and the facts. All employees involved in an investigation into an alleged violation of this policy shall be advised to keep information about the investigation confidential. If an investigation substantiates the occurrence of a violation of this policy, the CFO shall make a report to the board and appropriate personnel. The final disposition of the matter and any decision to file or not file a criminal complaint and/or to refer the matter to the appropriate law enforcement and/or regulatory agency for independent investigation shall be made in consultation with district legal counsel. The results of the investigation shall not be disclosed to or discussed with anyone other than those individuals with a legitimate right to know (as determined by district legal counsel) until the results are made public.

Employees bringing forth a legitimate concern about a potential impropriety shall not face retaliation for raising these concerns; anyone who retaliates against such an employee shall be subject to disciplinary action up to, and including, termination.

In the event the concern or complaint involves the superintendent and/or CFO, the concern shall be brought to the attention of the board president who shall be empowered to contact the district's legal counsel, Office of the Auditor of the State of Iowa, insurance agent, auditing firm, and/or any other agency to investigate the concern or complaint. Upon approval of the board, the superintendent or CFO may contact the Office of the Auditor of the State of Iowa and/or elect to employ the district's auditing firm or State Auditor to conduct a complete or partial forensic/internal control/SAS99 audit annually or as often as deemed necessary. The superintendent or CFO may order a complete forensic audit if such an audit would be useful and beneficial to the district.

The superintendent or CFO shall ensure the Office of the Auditor of the State of Iowa, is notified of any suspected embezzlement, theft, and/or other financial irregularity pursuant to Iowa law. In the event there is an investigation, the district shall maintain relevant records for use in the investigation. Employees found to have altered or destroyed records will be subject to disciplinary action, up to, and including termination.

Legal References:

*American Competitiveness and Corporate Accountability Act of 2002, Pub. L. No. 107-204.
Iowa Code §§ 11, 279.8.*

Cross-Reference:

*802.41 Use of District Property & Equipment
804.50 Financial Audits*

Adopted:

February 7, 2011

Reviewed:

November 21, 2016
February 20, 2017
December 16, 2021

Revised:

November 21, 2016
January 18, 2022

300 SERIES – ADMINISTRATION

302.30 Administrator Code of Ethics

Administrators, as part of the educational leadership in the school district community, represent the district. Therefore, administrators will conduct themselves professionally and in a manner fitting their position.

Each administrator shall follow the code of ethics outlined herein. Failure to act in accordance with this code of ethics and/or in manner the board judges professional shall be grounds for discipline up to, and including, discharge.

The professional school administrator:

- Makes the education and well-being of students the fundamental value of all decision making.
- Fulfills all professional duties with honesty and integrity and always acts in a trustworthy and responsible manner.
- Supports the principle of due process and protects the civil and human rights of all individuals.
- Implements local, state and national laws.
- Advises the board and implements board policies and administrative rules and regulations.
- Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals or that are not in the best interest of children.
- Avoids using his/her position for personal gain through political, social, religious, economic, and/or other influences.
- Accepts academic degrees and/or professional certification only from accredited institutions.
- Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
- Honors all contracts until fulfillment, release or dissolution mutually agreed upon by all parties.
- Accepts responsibility and accountability for one's own actions and behaviors.
- Commits to serving others above self.

Legal Reference:

Iowa Code § 279.8 (2011)

281 I.A.C. 13.; 25

Cross Reference:

303.20 Administrative Staff Evaluation

Adopted:

May 21, 2012

Reviewed:

March 20, 2017

December 16, 2021

Revised:

January 18, 2022

300 SERIES – ADMINISTRATION

303.10 Administrator Professional Development

The board encourages administrators to continue their professional growth by becoming involved in professional organizations, attending conferences, continuing their education, and/or participating in other professional activities.

Administrators shall be responsible for arranging their schedules to participate in relevant professional development experiences. An administrator must receive approval from the superintendent/designee prior to attending and/or participating in a professional development experience. The administrator shall report to the superintendent/designee and other appropriate staff any relevant information gathered at professional development experiences.

Legal Reference:

Iowa Code §§279.8

281 I.A.C. 12.7

670 I.A.C. 14.12, 15.4, .6, .8-.9, 17.

81 I.A.C. 12.7

Cross Reference:

301.30 Superintendent of Schools - Professional Development

Adopted:

January 22, 1990

Reviewed:

March 10, 2003

March 26, 2012

March 20, 2017

December 16, 2021

Revised:

March 20, 2017

January 18, 2022

300 SERIES – ADMINISTRATION

303.40 Development, Monitoring, and Enforcement of Administrative Regulations

The superintendent/designee shall develop administrative regulations needed to implement board policy. In developing administrative regulations, the superintendent/designee shall consult with administrators and/or others likely to be impacted by the regulations. Once regulations are developed, members of the school community shall be informed of the regulations in a manner determined by the superintendent/designee.

The superintendent/designee shall monitor administrative regulations and revise them when necessary. The superintendent/designee has the discretion to seek input from the board, administrators, employees, students, and/or other members of the school community about the effect of and/or possible changes in administrative regulations.

The superintendent/designee will keep the board informed of administrative regulations. The board, in its discretion, may review and recommend change(s) of administrative regulation(s) prior to their use if the regulations contradict the intent of board policy.

The superintendent/designee shall enforce administrative regulations.

Legal Reference:
Iowa Code § 279.8; .20

Adopted:
August 4, 2008

Reviewed:
July 18, 2008
May 21, 2012
March 20, 2017
December 16, 2021

Revised:
March 20, 2017
January 18, 2022

300 SERIES – ADMINISTRATION

303.50 Monitoring of Administrative Regulations

300 SERIES – ADMINISTRATION

303.80 Administrator Civic Activities

The board encourages administrators to be involved in the school district community by belonging to community organizations and by attending and participating in community activities.

It is administrators' responsibility to become involved in community activities and events. The board may, in its discretion, pay fees for administrator involvement in professional and/or community organizations and/or activities.

Legal Reference:

Iowa Code § 279.8 1990 Op. Att'y Gen. 79.

Cross Reference:

301.70 Superintendent of Schools - Civic Activities

Adopted:

August 4, 2008

Reviewed:

July 18, 2008

May 21, 2012

March 20, 2017

December 16, 2021

Revised:

January 18, 2022

300 SERIES – ADMINISTRATION

304.20 Authority to Suspend Employees

Subject to the parameters outlined below and any other relevant provisions in law and/or policy, the superintendent/designee may suspend any employee of the district with or without pay. When an employee is suspended without pay, the impact on the employee's district-provided benefits shall be governed by applicable provisions of state and federal law.

An employee shall not be suspended without pay for more than five (5) work days per disciplinary incident without prior notification to the board of the need to suspend for six (6) work days or more. When the superintendent/designee believes a longer suspension without pay is necessary, the superintendent shall notify the board that the suspension is anticipated to extend beyond five (5) work days.

Prior to issuing a suspension without pay, the superintendent/designee shall meet with the relevant employee to provide notice of the allegation(s) and an explanation of relevant evidence and to provide the employee an opportunity to respond. Within five (5) work days of receipt of notice of suspension without pay, the suspended employee may present the superintendent/designee with a written request for board review of the suspension. The board shall consider that request at the next scheduled board meeting where public notice requirements do not preclude action.

The superintendent/designee may suspend an employee with pay for the purposes of investigating circumstances which may require discipline up to and including termination.

Cross-Reference:
400.58 Suspension

Adopted:
March 7, 1988

Reviewed:
March 10, 2003
March 26, 2012
March 20, 2017
December 16, 2021

Revised:
January 18, 2022

300 SERIES – ADMINISTRATION

307.00 Resolution Protocols

When permissible under law and/or policy, the district endeavors to answer questions and resolve problems at the organizational level nearest to the complaint. To that end, employees shall, whenever possible, direct questions and/or concerns to their immediate supervisor(s). Students, parents, and other members of the school community shall raise questions and/or concerns first with a relevant certified employee and then, if necessary, with the relevant building principal. Administrators shall be responsible for attempting to resolve questions and problems raised by the employees and/or the students they supervise, as well as by other members of the school community within their purview.

If resolution is not possible at the lowest level is not possible, an individual may raise the issue with the superintendent/designee within 15 school days of discussion with the principal and/or immediate supervisor. If the issue is not resolved or if there is not a plan in place to resolve the issue within 10 school days of raising the issue to the superintendent/designee, the individual with the concern may submit a written request that the board place the issue on a future board agenda. Within the parameters of law and policy, it is within the board's discretion whether to hear the concern, including at a board meeting.

Legal Reference:
Iowa Code § 279.8

Cross Reference:
213.00 Public Participation in Board Meetings
400.56 Public Complaints About Employees
502.04 Student Complaints and Grievances
503.30 School Publications

Adopted:
January 18, 2010

Reviewed:
November 11, 2009
May 21, 2012
March 20, 2017
December 16, 2021

Revised:
May 21, 2012
March 20, 2017
January 18, 2022

400 SERIES – STAFF PERSONNEL

404.60 Jury Duty

The district will excuse an employee to participate in jury duty, including responding to the notice, serving as a juror, and/or attending court for prospective juror service. An employee shall provide the supervisor the notice of the jury duty.

If an employee takes jury duty leave, the employee must provide a copy of their check for juror service and relinquish the per diem earned through this service to the Business Office.

Employees covered by a collective bargaining agreement should defer to any relevant language within the applicable agreement. Employees not covered by a collective bargaining agreement should refer to the applicable benefits description.

Reviewed:

March 31, 2003

January 17, 2011

April 18, 2016

December 16, 2021

Revised:

January 17, 2011

January 18, 2022

400 SERIES – STAFF PERSONNEL

400.33 Transporting of Students by Employees

Transportation of Students by Employees in District Vehicles

No district employee may transport a student in district-owned, district-leased, and/or district-chartered vehicles for any reason without prior approval of the superintendent/designee granted during the school year in which the transportation occurs. Said approval shall be documented by placement of approved employees on the Approved Driver List, as outlined in the administrative regulations for this policy. The superintendent/designee shall develop administrative regulations for implementation of this policy.

In no instance shall a volunteer transport student(s) for any school-related reason whatsoever in a district vehicle.

Transportation of Students by Employees in Employee Vehicles

District employees may only transport students in their personal vehicles in extraordinary circumstances and with the advance knowledge and approval of the superintendent/designee. Said approval shall be granted on a case-by-case basis and shall only apply to the specific instance in which student transport via personal vehicle is needed. The superintendent/designee shall only grant the authority to transport a student(s) via personal vehicle to an employee who has is on the Approved Driver List, as described in the administrative regulations for this policy, for the school year in which the transportation via personal vehicle is needed.

In no instance shall a volunteer transport student(s) for any school-related reason whatsoever in the volunteer's personal vehicle.

The superintendent/designee shall develop administrative regulations for implementation of this policy.

This policy shall not apply to the transport of children by their employee- and/or district volunteer-parent(s), guardian(s), and/or other(s) formally authorized by their parent(s) and/or guardian(s) to transport children to and/or from school in a capacity other than their district employee and/or volunteer status (e.g., emergency contact, carpool driver).

400.33 R&R

Approval of Employees for Student Transport (“Approved Driver List”)

Building principals, program administrators (for Summit, Beyond, Terrace Learning Center, and Orbis), and activities directors shall monthly provide the superintendent/designee with a comprehensive list of all employees within their buildings and/or programs for whom they are requesting authorization to drive district vehicles in specific, designated instances during the current school year. An annual master list of names shall be provided to the superintendent/designee by September 15 of the school year for which the approval is requested; this list shall be updated monthly to reflect the addition and/or removal of relevant individuals.

A request for an employee to be approved to drive a district vehicle (i.e., placed on the Approved Driver List) shall not automatically result in said approval. Upon receipt of the names of employees for whom

transportation of students in district vehicles is requested (“Potential Drivers”), Human Resources will review the criminal, driving, and motor vehicle records of Potential Drivers and will make a recommendation to the superintendent/designee about each Potential Driver’s placement on the Approved Driver List for the current school year. Staff reviewing the employee records may seek input from other relevant individuals, including but not limited to, district counsel, Legal Affairs, and district insurance providers, as needed. Potential Drivers may be required to provide staff reviewing requests for placement on the Approved Driver List with additional information, including but not limited to, driver’s license numbers, in order to be considered for placement on the Approved Driver List.

Employees shall not be approved to transport student(s) via personal vehicle unless they carry automobile insurance. If an accident occurs while in the performance of work duties, the employee may be liable under the terms of their personal insurance policy. The superintendent/designee has the discretion to reimburse employees for the cost of deductible if submitted with proper documentation.

By October 15, the superintendent/designee shall approve, deny, or propose alterations to the recommended Approved Driver List for the current school year.

No employee shall be considered approved to drive a district vehicle until the employee’s name is officially added to the Approved Driver List, as finalized by the superintendent/designee, for the relevant school year. Said approval shall expire at the end of the school year for which the approval is granted.

Placement on the Approved Driver List does not grant an employee universal authority to transport student(s) in district vehicles at any time or to transport student(s) in personal vehicles. Employees on the Approved Driver List must adhere to the procedures outlined herein for use of district and/or personal vehicles for student transport.

An individual on the Approved Driver List must notify Human Resources if they receive a ticket for a traffic violation while they are on the list.

Employees authorized to transport students in personal vehicles are responsible for carrying automobile insurance. If an accident occurs while in the performance of work duties the employee may be liable under the terms of the personal insurance policy. The superintendent/designee has the discretion to reimburse employees for the cost of deductible if submitted with proper documentation.

Transportation of Students in District Vehicles

Approved Drivers may schedule district vehicles for use through the process established by their respective activities office, building principal, and/or program administrator.

Any employee transporting a student in a district vehicle must abide by all traffic regulations, including but not limited to, the Iowa Child Seat Safety Law and Cell Phone and Texting law. This includes, but is not limited to ensuring that:

1. A child under 6-years-old is secured in a safety seat or booster seat. A seat belt alone is not appropriate. It is recommended that children under 40 pounds, regardless of age, be secured in a safety seat rather than a booster seat.
2. Children between 6-years-old and 11-years-old are secured in child restraint system(s) or by a safety belt(s).
3. All students wear a safety belt.

4. The employee does not text at any time while driving.

An employee transporting student(s) by district vehicle must take the most direct route to and from the school. The employee must follow the district vehicle check list, if applicable.

Transportation of Students in Personal Vehicles

In an emergency situation where a district vehicle is not available for an approved driver to transport a student(s), the following shall be used:

1. The approved driver unable to access a district vehicle shall notify the relevant building principal and/or program administrator of the situation.
2. The building principal and/or program administrator shall ensure the employee wishing to transport the student(s) is on the current Approved Driver List and shall make an initial assessment of whether the situation is serious enough that use of a personal vehicle to transport a student(s) may be warranted. In making this decision, the principal and/or building administrator shall consider:
 - a. Is the distance for which transport is sought prohibitively far for walking and/or the use of other transportation?
 - b. Are there emergency or other extenuating circumstances justifying transport?
 - c. Is a district vehicle accessible anywhere in the district?
 - d. Is transporting the student to and/or from school a behavior that should be addressed through the compulsory attendance law and/or DHS? Has a transportation plan been arranged with the school and family to assist with reoccurring behavior and/or needs?
 - e. Is the student capable of being transported? (calm/willing/non-violent/etc.).
3. If the principal and/or program administrator determines that transportation via personal vehicle may be necessary, the principal and/or program administrator shall contact the relevant student(s) parent(s) and/or guardian(s) to secure their consent for transportation via personal vehicle. The principal and/or program administrator shall document this approval in Infinite Campus.
4. The principal and/or program administrator shall contact the Chief Academic Officer and/or Chief Officer of Operations to seek final approval for transportation via personal vehicle. If this approval is granted, the principal and/or program administrator shall inform the relevant parent(s) and/or guardian(s) that transportation via personal vehicle will be provided to their student(s).
5. If an employee is approved to transport a student(s) via personal vehicle, a team of two authorized transporters shall go together to provide that transport. An individual staff member shall never transport a student to that student(s)' home and/or otherwise offer that student transportation in a personal vehicle.

Any employee transporting a student in a personal vehicle must abide by all traffic regulations, including but not limited to, the Iowa Child Seat Safety Law and Cell Phone and Texting law. This includes, but is not limited to ensuring that:

1. A child under 6-years-old is secured in a safety seat or booster seat. A seat belt alone is not appropriate. It is recommended that children under 40 pounds, regardless of age, be secured in a safety seat rather than a booster seat.

2. Children between 6-years-old and 11-years-old are secured in child restraint system(s) or by a safety belt(s).
3. All students wear a safety belt.
4. The employee does not text at any time while driving.

An employee transporting student(s) by personal vehicle must take the most direct route to and from the school.

Legal Reference:

Iowa Code chs. 285; 321

Cross Reference:

700 Series-Transportation

803.90 Employee Travel Compensation

803.91 Use of District Vehicles for Commuting

Adopted:

June 21, 2010

Reviewed:

June 17, 2013

October 20, 2014

February 18, 2019

December 16, 2021

Revised:

June 17, 2013

October 20, 2014

February 18, 2019

January 18, 2022



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Return to Learn

Extended Information: Superintendent's Recommendation: Approve the amendment to the Return to Learn Plan as recommended.

ATTACHMENTS:

File Name	Description	Type	Upload Date
R2L_Update.Jan2022.v2.011122.pdf	Return to Learn Amendment	Support Document	1/14/2022



Ankeny Community Schools Approved January 18, 2022

The Ankeny Community School District (“ACSD”) is committed to fulfilling its mission of preparing every learner for a lifetime of personal success. As we engage students in learning during the pandemic, the district will remain united in our commitment, passion, and vision in order to support students, families, and our staff in pursuit of the mission.

Summary of Proposed Amendments

INTRODUCTION

The following adjustment to ACSD's 2021-2022 Return-to-Learn Plan (the “Return to Learn Plan (1.18.22)”) is recommended to clarify the Ankeny Community School District (“ACSD”) policy regarding face coverings.

The amendments to ACSD's 2021-2022 Return-to-Learn Plan outlined below shall, if approved by the Board, take effect January 19, 2021 and remain in effect through June 2, 2022, unless, prior to that date the superintendent brings and the Board adopts an updated recommendation and/or the board takes further action on this matter to remain compliant with applicable law.

Use of Masks

INDOORS

Consistent and correct masking for all individuals age 2 years and older, including students, teachers, staff, visitors, and volunteers, regardless of vaccination status, is encouraged, but not required, indoors on ACSD property during the compulsory school day. Masking is encouraged, but is not required, during indoor events happening on ACSD property outside of the compulsory school day (e.g. during the Before and After School Program, at meetings, athletics, and activities).

The superintendent/designee shall develop administrative regulations to ensure consistent and equitable application of this policy.

OUTDOORS

Subject to the exceptions listed below, masking is not required when outdoors on ACSD property, including during the compulsory school day (e.g. at recess). Individuals who are not fully vaccinated, individuals who are immunocompromised, and individuals who have someone in their household who is immunocompromised are strongly encouraged to mask in crowded outdoor settings and/or during activities that involve sustained close contact with other people on ACSD property.

The superintendent/designee shall develop administrative regulations to ensure consistent and equitable application of this policy.

BUSES

School bus drivers, monitors, and passengers are required to wear masks on school buses as defined by an Order issued by the Centers for Disease Control and Prevention (CDC) unless they meet the exceptions outlined by the CDC. This requirement shall remain in place so long as the CDC order is in effect. *This is not a change in practice.*

Visitors, Volunteers, and Assemblies

VISITORS AND VOLUNTEERS

Visitors and volunteers will be allowed in district facilities provided they comply with district policies related to visitors and volunteers.

SCHOOL-WIDE ASSEMBLIES

School-wide assemblies may be held at the discretion of the administration and in alignment with relevant district policies.

Tracking and Notification of Potential COVID-19 Exposure

CONTACT TRACING

ACSD will notify parents and guardians of students who have been identified as potentially in close contact with someone who has tested positive for COVID-19. Close contacts include someone who was within 6 feet for fifteen minutes of an infected person if masks were not worn correctly by both parties.

In the PK- 12 classroom setting, “the close contact definition excludes students who were within 3 to 6 feet of an infected student if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.” ACSD will follow the guidance of the Iowa Department of Public Health and Iowa Department of Education to respond to positive cases of COVID-19 for students and staff.

LUNCH SEATING (PK-5)

To support more targeted notification regarding potential exposure, PK-5th grade students will continue to sit with their classes during lunch, physically distanced to the extent possible. Elementary school classes will be distanced from each other during lunch to the extent possible. *This is not a change in practice.*

LUNCH SEATING (6-12)

To support more targeted notification regarding potential exposure, secondary buildings will develop processes so communication related to potential exposure can be as precise as possible.

Continuation of Other 2021-22 Return-To-Learn Plan Mitigation Measures

The information below was included in the 2021-2022 Return-to-Learn Plan approved by the ACSD Board of Education in August 2021 and is aligned with the CDC's guidance for K-12 Schools. The ACSD will continue to support the health and safety of students, staff, and visitors by continuing these mitigation practices until further notice.

PHYSICAL DISTANCING

Physical distancing will continue to be used as a mitigation measure to the extent possible within the school structures. *This is not a change in practice.*

TESTING & VACCINATION

ACSD will work with the Polk County Health Department and the Iowa Department of Public Health to have testing kits available in nurses' offices, subject to availability. Additionally, ACSD will partner with health care providers and/or pharmacies to support the vaccination of staff, students, and families in the community when possible. ACSD will comply with state and federal law related to vaccination and testing, as relevant.

VENTILATION

ACSD systems will allow for increased circulation of outdoor air through the HVAC systems in order to maximize fresh air. MERV-13 filters will be used in ACSD HVAC systems. *This is not a change in practice.*

CLEANING AND DISINFECTION

Custodial cleaning practices will focus on cleaning for health, which includes an emphasis on disinfecting surfaces where bacteria or viruses are most likely to be transmitted. *This is not a change in practice.*

HYGIENE PRACTICES

ACSD will encourage students and staff to wash their hands for at least 20 seconds with soap and water frequently and will increase the availability of hand sanitizer in common areas and classrooms. *This is not a change in practice.*

STAY HOME WHEN SICK

ACSD will follow public health directives related to individuals who have tested positive for COVID-19 and/or who are exhibiting symptoms staying home from school. Additionally, ACSD will urge staff and students to stay home if they are sick. *This is not a change in practice.*

COORDINATION WITH PUBLIC HEALTH AUTHORITIES

ACSD will work with local public health authorities to determine what additional measures may be warranted. *This is not a change in practice.*

The Ankeny Community School District will also ensure continuity of services for academics, social emotional health, mental health, and other needs, including through:

- Multi-Tiered System of Supports for learning
- School Counselors and Social Workers
- School Nurses
- An expanded partnership with Employee and Family Resources



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Repeal of Policy 403.7 Vaccination and Testing Policy

Extended Information: Superintendent's Recommendation: Approve the repealing of Policy 403.7 Vaccination and Testing Policy as recommended.

ATTACHMENTS:

File Name

Description

Type

Upload Date

No Attachments Available



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Approve Job Descriptions

Extended Information:

- Gifted and Talented Specialist
- Social-Emotional Learning Specialist

Superintendent's Recommendation: Approve and accept the Job Descriptions for Gifted and Talented Specialist and Social-Emotional Learning Specialist as recommended.

ATTACHMENTS:

File Name	Description	Type	Upload Date
ACSD Gifted and Talented Specialist.pdf	ACSD Gifted and Talented Specialist	Support Document	1/14/2022
ACSD Social Emotional Learning Specialist.pdf	ACSD Social Emotional Learning Specialist	Support Document	1/14/2022



ANKENY COMMUNITY SCHOOL DISTRICT

The Ankeny Community School District (CSD) enjoys a reputation as one of the premier school districts in Iowa and the Midwest, with students, staff and parents unified in their efforts to excel in academics, athletics, the arts and activities. Located in the heart of Iowa, Ankeny is just 6 miles from the capital city of Des Moines. The District serves over 12,500 PK-12 students. Ankeny CSD is the 7th largest school district in the state of Iowa, growing an average of 300 students per school year. The district offers a competitive salary and benefit packages.

JDE: 3.26

Gifted and Talented Specialist

Purpose Statement

The role of a **Gifted and Talented Specialist** will be to collaborate with administrators and teachers to provide identified gifted and talented students with appropriate learning experiences that develop potential and lead to advanced academic achievement.

Job Title: Gifted and Talented Specialist

Salary Range: \$75,000 - \$80,000 – dependent on experience

Contract: 260 Day Employment Agreement

Reports To: Director of Special Programs

Wage/Hour Status: Exempt

Minimum Qualifications:

- **Experience:**
 - Minimum of three years of successful experience in the area of gifted and talented

- Demonstrated knowledge of strategies and materials for the education of gifted and talented
 - Ability to design and implement interdisciplinary units of study
 - Knowledge of curriculum design and implementation
 - Knowledge of statutory and regulatory requirements of gifted and talented students.
 - Experience in effectively developing and delivering training and professional development to adult learners
 - Demonstrated excellence in communication, both oral and written
 - Positive work history, with a high attention to detail and strong organizational skills
 - Demonstrated success in maintaining effective relationships with students, families, colleagues, and business/community partners.
 - Strategic and Critical thinker
 - Proficient technology skills
- **Education & Certification:**
 - Bachelor's or Master's degree in education and licensure with Iowa's Board of Educational Examiners

Desirable Qualifications:

- Experience using data to drive critical conversations and continuous improvements among peer and non-peer groups
- Ability to coordinate and collaborate with diverse groups of professionals across multiple departments and organizations to achieve unified consistent practices
- Ability to effectively achieve multiple goals and manage multiple projects simultaneously
- Successful experience in a multi-cultural urban or suburban school district

Essential Functions:

- Lead the development of talent and gifted programming throughout the district, ensuring the district is in compliance with all state and federal requirements
- Keep informed of all local, state, and federal regulations and policies for gifted and talented education
- Consult and cooperatively work with administrators and teachers on matters relating to gifted and talented education
- Conduct on-site school visits to assess strategies, recommendations and support for staff and administrators related to education of gifted and talented students

- Coordinate professional development and ongoing implementation of evidence based gifted and talented supports
- Collaboratively develop and revise gifted and talented curriculum with the Director of Curriculum
- Provide consultation and assistance to staff and administrators in developing and providing gifted students with enriched and/or alternative course work through curriculum modifications, compacting, etc.
- Lead the gifted and talented identification process, including planning, testing, reviewing data, and campus identification meetings
- Facilitate parent, staff, administrator, and community meetings to build knowledge around gifted and talented supports
- Participate in family meetings in response to gifted and talented education for students
- Provides assistance to stakeholders to help resolve conflicts, problematic issues or concerns, and brings systematic concerns to the attention of the Director of Special Programs
- Supports strategic planning and decision making through the analysis, presentation, and distribution of institutional data
- Operates in a manner to preserve the confidentiality of those seeking services or assistance, maintains a neutral/impartial position with respect to concerns raised, and works at an informal level to resolve conflicts and/or issues
- Cultivates practical and creative thinking within project planning and management
- Develops and maintains an effective level of communication with appropriate personnel
- Manages the supervision and evaluation of assigned staff

Other Functions:

- Collaborates with internal and external personnel (e.g. other administrators, district staff, public agencies, community members, etc.) for implementing and/or maintaining services and programs
- Facilitates meetings, workshops, professional development and trainings, etc. (e.g. regulatory requirements, community or outside agencies, interdepartmental needs, etc.) for identifying issues, developing recommendations, supporting other staff, and serving as a District representative
- Participates in staff development training programs, faculty meetings, and special events as assigned
- Facilitates and oversees committee meetings, as assigned
- Demonstrates initiative and the ability to work without close supervision
- Demonstrates integrity and maintains confidentiality
- Works well with others, maintaining positive and effective communication with district personnel and works well with others on jobs that require more than one person
- Is respectful and appropriately interacts with staff, students, and visitors
- Upholds and adheres to safety rules and policies of the Ankeny Community School District safety program
- Supports the goals and objectives of the school district and follows all district policies

- Demonstrates the ability to attend work on a regular and routine basis to avoid disruption to District operations
- Perform all duties in a safe manner to avoid injury to oneself and/or others
- Responds to emergency situations for the purpose of resolving immediate safety concerns and/or directing to appropriate personnel for resolution
- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit

Responsibility:

Responsibilities include: working independently under broad organizational guidelines to achieve unit objectives; directing other persons within a department, large work unit, and/or across several small work units; utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS based competencies are required to meet changing job conditions. Skills required to satisfactorily perform the functions of the job include: interact effectively with students, teachers/staff and parents; adhering to safety guidelines; operating standard office equipment including using pertinent software applications, preparing and maintaining accurate records; and using district approved crisis intervention techniques.

KNOWLEDGE is required to review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: elementary curriculum, instruction and assessment practices; child development, brain development and best practices in education; curriculum development; safety practices and procedures; conflict resolution; and crisis de-escalation techniques.

ABILITY is required to schedule a significant number of activities, meetings and/or events; routinely gather, collate and/or classify data; and use job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; analyze data utilizing a variety of complex processes; and operate equipment using standardized methods. Ability is also required to work with a diverse array of individuals and/or groups; work with data of widely varied types and/or purposes; and utilize a variety of job-related equipment. Independent problem solving is required to analyze issues and create action plans. Problem solving with data requires analysis based on organizational objectives; and problem solving with equipment is limited to moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: effective hiring techniques; budget management;

adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; working as part of a team; and working with constant interruptions.

Working Environment:

Mental Demands/Physical Demands/Environmental Factors:

The usual and customary methods of performing the position functions require the following physical demands: significant lifting, carrying, pushing, pulling, climbing, reaching, driving, standing and walking. Working conditions may include extreme temperatures and humidity. Hazards may include exposure to communicable diseases. This position requires one to maintain emotional control under stress. Successful candidate is subject to post-offer pre-employment physical.

Responsibility:

Responsibilities include: working independently under broad organizational guidelines to achieve unit objectives; directing other persons within a department, large work unit, and/or across several small work units; directing the use of budgeted funds within a work unit; utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Supervision:

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

May be assigned the management, coordination, and evaluation of classified employees assigned to the school.

Terms of Employment:

Work year established by the Superintendent; Salary according to schedule adopted annually.

Clearances:

Criminal Justice Fingerprint/Background Clearance

Evaluation:

Job performance will be evaluated annually, as per district policies and procedures

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by: Jodie Graham

Date: January 14, 2022

Ankeny Community School District is an Equal Opportunity/Affirmative Action Employer. It is the policy of the District to provide equal employment opportunities and not to illegally discriminate on the basis of race, national origin, religion, sex, disability, sexual orientation, gender identity, color, age or marital status in its employment and personnel practices. The job categories where the representative groups are underrepresented.



ANKENY COMMUNITY SCHOOL DISTRICT

The Ankeny Community School District (CSD) enjoys a reputation as one of the premier school districts in Iowa and the midwest, with students, staff and parents unified in their efforts to excel in academics, athletics, the arts and activities. Located in the heart of Iowa, Ankeny is just 6 miles from the capital city of Des Moines The District serves over 12,500 PK-12 students. Ankeny CSD is the 7th largest school district in the state of Iowa, growing an average of 300 students per school year. The district offers a competitive salary and benefit packages.

JDE: 3.27

Social Emotional Learning Specialist

Purpose Statement

The role of a **Social Emotional Learning Specialist** is to be an **educational leader and advocate for students**. He/she/they will actively support the Ankeny Community School District mission to foster an environment that is committed to improving the holistic needs of students through social, emotional, academic and leadership development. This position functions to assist buildings in developing the skills and talents of staff and students through learning experiences, supportive relationships, and relevant real-life application.

Job Title: Social Emotional Learning Specialist

Salary Range: \$75,000 - \$80,000 – dependent on experience

Contract: 260 Day Employment Agreement

Reports To: Director of Special Programs

Wage/Hour Status: Exempt

Minimum Qualifications:

- **Experience:**
 - Minimum of three years of successful experience in social, emotional, learning or related
 - Demonstrated excellence in communication, both oral and written
 - Positive work history, with a high attention to detail and strong organizational skills
 - Demonstrated success in maintaining effective relationships with employees, colleagues, and business/community partners
 - Strategic and Critical thinker
 - Proficient technology skills

- **Education & Certification:**
 - Bachelor's degree or Master's degree in related field and certification by the Iowa Board of Educational Examiners

Desirable Qualifications:

- Experience using data to drive critical conversations and continuous improvements among peer and non-peer groups
- Ability to coordinate and collaborate with diverse groups of professionals across multiple departments and organizations to achieve unified consistent practices
- Ability to effectively achieve multiple goals and manage multiple projects simultaneously
- Successful experience in a multi-cultural urban or suburban school district

Essential Functions:

- Lead the development of positive school climate and culture throughout the district
- Plan, organize, facilitate and deliver professional development for school social workers
- Lead the District-wide Crisis Team
- Create and annually update the district's Social and Emotional Learning Action Plan
- Provide prioritized support to high-need schools, ensuring schools and staff can integrate the social, emotional, and academic needs of their students into instructional design, school management and MTSS processes
- Support effective leadership of school administrators at the intersection of social, emotional, behavioral, and academic issues, collaborating with school teams, such as ILT, School Climate, and MTSS, and assist with CIWP and strategic planning to ensure better student outcomes

- Consult with administrators on matters relating to attendance, misconduct, and incidents, diagnosing trends and proactively problem solving
- Conduct on-site school visits to assess climate and culture in order to provide recommendations and support for staff
- Observe classrooms, as requested, and provide targeted feedback and strategies to support students in need of SEL intervention including providing strategies for data collection related to SEL competencies
- Coordinate professional development and ongoing implementation of evidence based SEL and behavior supports
- Provide trauma-focused professional development and coordinate interventions for staff and students
- Facilitate parent, teacher, administrator, and community meetings to build knowledge around school climate and SEL supports
- Advise and support schools in administering the School Code of Conduct to provide consistent and fair application throughout the district and support the use of behavior interventions
- Support services for students transitioning into schools from juvenile justice, residential placement, or other prolonged absences
- Review and respond to referrals for expulsion hearings and suspensions where district approval is needed
- Participate in family meetings in response to expulsion referrals and/or re-entry meetings to determine next best steps for the student (intervention, placement, expulsion hearing)
- Monitor school attendance and discipline data in order to support climate development, SEL interventions, suspensions reduction and restorative practice efforts, and expulsion alternatives
- Provides assistance to stakeholders to help resolve conflicts, problematic issues or concerns, and brings systematic concerns to the attention of the Director of Special Programs
- Work with appropriate district and school personnel to maintain portions of school and district websites related to SEL programming
- Supports strategic planning and decision making through the analysis, presentation, and distribution of institutional data
- Operates in a manner to preserve the confidentiality of those seeking services or assistance, maintains a neutral/impartial position with respect to concerns raised, and works at an informal level to resolve conflicts and/or issues
- Cultivates practical and creative thinking within project planning and management
- Develops and maintains an effective level of communication with appropriate personnel
- Manages the supervision and evaluation of assigned staff

Other Functions:

- Collaborate with internal and external personnel (e.g. other administrators, district staff, public agencies, community members, etc.) for implementing and/or maintaining services and programs

- Facilitate meetings, workshops, professional development and trainings, etc. (e.g. regulatory requirements, community or outside agencies, interdepartmental needs, etc.) for identifying issues, developing recommendations, supporting other staff, and serving as a District representative
- Participate in staff development training programs, faculty meetings, and special events as assigned
- Facilitates and oversees committee meetings, as assigned
- Demonstrate initiative and the ability to work without close supervision
- Demonstrates integrity and maintains confidentiality
- Works well with others, maintaining positive and effective communication with district personnel and works well with others on jobs that require more than one person
- Is respectful and appropriately interacts with staff, students, and visitors
- Upholds and adheres to safety rules and policies of the Ankeny Community School District safety program
- Supports the goals and objectives of the school district and follows all district policies
- Demonstrates the ability to attend work on a regular and routine basis to avoid disruption to District operations
- Perform all duties in a safe manner to avoid injury to oneself and/or others
- Responds to emergency situations for the purpose of resolving immediate safety concerns and/or directing to appropriate personnel for resolution
- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit

Responsibility:

Responsibilities include: working independently under broad organizational guidelines to achieve unit objectives; directing other persons within a department, large work unit, and/or across several small work units; utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS based competencies are required to meet changing job conditions. Skills required to satisfactorily perform the functions of the job include: interact effectively with students, teachers/staff and parents; adhering to safety guidelines; operating standard office equipment including using pertinent software applications, preparing and maintaining accurate records; and using district approved crisis intervention techniques.

KNOWLEDGE is required to review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to

define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: elementary curriculum, instruction and assessment practices; child development, brain development and best practices in education; curriculum development; safety practices and procedures; conflict resolution; and crisis de-escalation techniques.

ABILITY is required to schedule a significant number of activities, meetings and/or events; routinely gather, collate and/or classify data; and use job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; analyze data utilizing a variety of complex processes; and operate equipment using standardized methods. Ability is also required to work with a diverse array of individuals and/or groups; work with data of widely varied types and/or purposes; and utilize a variety of job-related equipment. Independent problem solving is required to analyze issues and create action plans. Problem solving with data requires analysis based on organizational objectives; and problem solving with equipment is limited to moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: effective hiring techniques; budget management; adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; working as part of a team; and working with constant interruptions.

Working Environment

Mental Demands/Physical Demands/Environmental Factors:

The usual and customary methods of performing the position functions require the following physical demands: significant lifting, carrying, pushing, pulling, climbing, reaching, driving, standing and walking. Working conditions may include extreme temperatures and humidity. Hazards may include exposure to communicable diseases. This position requires one to maintain emotional control under stress. Successful candidate is subject to post-offer pre-employment physical.

Responsibility

Responsibilities include: working independently under broad organizational guidelines to achieve unit objectives; directing other persons within a department, large work unit, and/or across several small work units; directing the use of budgeted funds within a work unit; utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Supervision:

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

May be assigned the management, coordination, and evaluation of classified employees assigned to the school.

Terms of Employment

Work year established by the Superintendent; Salary according to schedule adopted annually.

Clearances:

Criminal Justice Fingerprint/Background Clearance

Evaluation:

Job performance will be evaluated annually, as per district policies and procedures

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by: Jodie Graham

Date: January 14, 2022

Ankeny Community School District is an Equal Opportunity/Affirmative Action Employer. It is the policy of the District to provide equal employment opportunities and not to illegally discriminate on the basis of race, national origin, religion, sex, disability, sexual orientation, gender identity, color, age or marital status in its employment and personnel practices. The job categories where the representative groups are underrepresented.



ANKENY
COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Appoint New Board Member to Fill Vacancy

Extended Information: Superintendent's Recommendation: Appoint _____ to fill vacancy, created by the resignation of Deshara Bohanna, until the next regular or school election.

ATTACHMENTS:

File Name

Description

Type

Upload Date

No Attachments Available



ANKENY
 COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Closed Session - Student

Extended Information: The Administration request a closed session to address disciplinary matters for a student. "I move that we hold a closed session as provided in section 21.5(1)(e) of the open meetings law to discuss whether to conduct a hearing or to conduct hearings to suspend or expel a student, unless an open session is requested by the student or a parent or guardian of the student if the student is a minor." Roll Call Vote

Motion: _____ 2nd: _____ Vote: _____

Adjourn into closed session. Time: _____

Motion: _____ 2nd: _____ Vote: _____

Reconvene into open session. Time: _____
 Any action from closed session will be taken in open session.
 Motion: _____ 2nd: _____ Vote: _____

ATTACHMENTS:

File Name	Description	Type	Upload Date
------------------	--------------------	-------------	--------------------

No Attachments Available



ANKENY
 COMMUNITY SCHOOL DISTRICT
Item Cover Sheet

Title: Closed Session - Open Enrollment Hearing

Extended Information: The Administration request a closed session to address matters for a student. "I move that we hold a closed session as provided in section 21.5(1)(a) of the open meetings law to discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds." Roll Call Vote.

Any action from closed session will be taken in open session.

Motion to go into closed session:

Motion: _____ 2nd: _____ Vote: _____ Time: _____

Adjourn into closed session.

Motion to come out of closed session and into open session:

Motion: _____ 2nd: _____ Vote: _____ Time: _____

Reconvene into open session.

Motion for any action from closed session will be taken in open session.

Motion: _____ 2nd: _____ Vote: _____

ATTACHMENTS:

File Name

Description

Type

Upload Date

No Attachments Available