



**ANKENY**  
COMMUNITY SCHOOL DISTRICT

*The Ankeny Community School District engages all students in an educational experience that equips them with the skills to flourish in and contribute to an ever-changing world.*

*Minutes*  
*Ankeny School Board Meeting*  
*June 20, 2022*  
*6:00 PM*

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

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**Members Present**

Ryan Weldon - President  
Aaron Johnson - Vice President  
Sarah Barthole  
Joy Burk  
Katie Claeys  
Amy Tagliareni

**Board Members Absent**

**Others in Attendance**

**1. Call To Order**

**a. Board Meeting Location**

The Board meeting will be held in the west gym at Prairie Ridge Middle School located at 1010 NW Prairie Ridge Drive, Ankeny, IA 50023.

**b. Board Meeting Access**

Livestream: [www.YouTube.com/AnkenySchools](http://www.YouTube.com/AnkenySchools)

**2. Approval Of Agenda**

On a motion by Sarah Barthole and seconded by Amy Tagliareni, it was RESOLVED: The board approved a motion to approve and accept this agenda with an amendment to item 5d, personnel report, as recommended.

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

Motion carried 6 - 0.

**3. Pledge of Allegiance**

**4. Communication From The Public**

- a. Amber Sommerfeld - AHS Show**
- b. David Niemi - Library Books, AHS Show**
- c. Kimberly Reicks - AHS Show**
- d. Adrien Erickson - AHS Show**
- e. Kathryn Armstrong - Biblical Worldview Class**

**5. Consent Agenda**

- a. Board Minutes**
  - Regular Board Meeting Minutes June 6, 2022
- 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 a motion to approve and accept these consent agenda items as recommended. Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Tagliareni, Weldon.

Motion carried 6 - 0.

**6. Information Only**

- a. Year-End Facility Construction Projects**
- b. Facilities & Finance Committee Meeting Minutes - May 2022**

**c. Policy Committee Meeting Minutes - April 2022**

**d. Revenue Expenditure Report - May 2022**

**e. School Board Vacancies**

**7. Old Business**

**a. Construction Change Orders**

On a motion by Joy Burk and seconded by Amy Tagliareni, it was RESOLVED: The board approved a motion to approve the construction change orders as presented.

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

Motion carried 6 - 0.

**b. Contracts and Agreements**

- FY23 Food Service Renewal: Prime Vendor - Martin Brothers Inc.
- FY23 Food Service Renewal: Bakery - Pan O'Gold
- FY23 Food Service Renewal: Dairy - Anderson Erickson Dairy
- FY23 Food Service Renewal: Produce - Loffredo Fresh Produce
- FY23 Food Service Renewal: Chemicals - EMS Detergent
- FY23 Food Service Renewal: Cleaning Grease Trap/Interceptors - Sweet Honey
- Johnson Controls - Renewal Agreement for July 01, 2022-June 30, 2025 for \$12,501.00 for the first year
- MidAmerican Energy Company - Elementary #12 - Gas Main Proposal
- MidAmerican Energy Company - Elementary #12 - Gas Services Proposal
- Juicebox Agreement - Upgrades and enhancements for \$13,650.00
- Des Moines Movers and Shakers - DJ for CHS Homecoming Fall 2022 - \$2,500.00
- Des Moines Public Schools - Contracted Services for Regular Education
- Ankeny Summerfest Vendor Application - July 8-10, 2022
- BSG Strategies - Independent Contractor Agreement - July 1, 2022 - Sept. 30, 2022 for \$6,000.00
- Asset Services Fixed Asset and Building Mechanical/Physical Plant Equipment inventory, valuation, and reconciliation - \$107,000.00
- PowerSchool eFinance Plus - Maintenance Renewal - 2022-23 for \$2,659.35
- PowerSchool eFinance Plus - License Renewal -2022-23 for \$687.96
- First Interstate Bank - MasterCard Smart Data Enrollment Form and Agreement
- Employee & Family Resources - SAP and EAP Renewals - 2022-2023
- College Board - AP Program Renewal - 2022-2023

On a motion by Amy Tagliareni and seconded by Joy Burk, it was RESOLVED: The board approved a motion to approve the contracts and agreements as recommended.

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

Motion carried 4 - 0.

Directors abstaining from vote: Johnson, Weldon.

**c. Policies - 2nd and Final Reading**

- 202.10 Code of Ethics - *Five-year review; changes for consistency and clarity*
- 503.70 Student Performances - *Five-year review; changes for consistency and clarity*
- 505.08 Parent and Family Engagement - *Five-year review; changes for consistency, clarity & alignment with current practice*
- 606.06 Insufficient Classroom Space - *Annual review; changes for consistency and clarity*
- 606.10 Class Size - *Annual review; changes for consistency and clarity*
- 910.00 Crisis Management & Emergency Operations Plans - *Annual review; changes for consistency and clarity*
- 101.00 Mission Statement and Essential Learnings - *Changes to align with new strategic plan*

On a motion by Sarah Barthole and seconded by Joy Burk, it was RESOLVED: The board approve a motion to approve and accept the second and final policy readings. Policies are for immediate implementation upon second and final reading.

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

Motion carried 6 - 0.

**d. Approve Fund Transfer from General Fund to Activity Fund of \$30,000 for Safety Equipment**

On a motion by Sarah Barthole and seconded by Joy Burk, it was RESOLVED: The board approved a motion to approve Fund Transfer from General Fund to Activity Fund of \$30,000 for Safety Equipment as recommended.

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

Motion carried 6 - 0.

**e. Public Hearing Approving Eligible Categorical Carryover Balances to Flexibility Fund**

There were no written or oral comments.

**f. Approve Eligible Categorical Carryover Balances to Flexibility Fund**

On a motion by Amy Tagliareni and seconded by Sarah Barthole, it was RESOLVED: The board approved a motion to approve the Resolution Approving Eligible Categorical Carryover Balances in the amount of \$105,000 to Flexibility Fund as recommended.

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

Motion carried 6 - 0.

**g. Approve Staff and Student Handbook Executive Summaries**

On a motion by Aaron Johnson and seconded by Joy Burk, it was RESOLVED: The board approved a motion to approve the Staff and Student Handbook Executive Summaries as recommended.

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

Weldon.

Motion carried 6 - 0.

## **8. New Business**

### **a. Appoint/Oath of Office Jennifer Jamison as Board Secretary/Treasurer and School Business Official for 2022-2023**

Jennifer Jamison was appointed board secretary/treasurer and school business office official for the 2022-23 school year and board president, Ryan Weldon, administered the oath of office to Ms. Jamison.

### **b. Approve the General Fund Committed Fund Balance Resolution**

On a motion by Amy Tagliareni and seconded by Sarah Barthole, it was RESOLVED: The board approve a motion to approve establishing a committed general fund balance in the amount of \$4,354,700 with \$1,254,700 committed for curriculum adoption, \$1,300,000 for Chromebooks, and \$1,800,000 for Elementary #12 staffing as recommended.

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

Motion carried 6 - 0.

### **c. Approve Language Instruction Education Program**

On a motion by Aaron Johnson and seconded by Joy Burk, it was RESOLVED: The board approve a motion to approve and accept the Language Instruction Education Program as recommended.

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

Motion carried 6 - 0.

## **9. Board Member Reports**

President Weldon acknowledged that this is the last board meeting for the student board representatives. He wanted to invite them back for the next meeting to formally recognize them and thank them for their participation.

Director Claeys had policy meeting last Thursday and they went over many policies for the upcoming school year.

Director Tagliareni attended the facility and finance committee meeting. She wanted to thank Evie and Charlie for their service as student board representatives and asked for feedback on how the year went for them. She thanked Melissa for the information regarding election laws. Last weekend, she attended Ankeny Pride on Friday night and a Juneteenth celebration on Saturday. She enjoyed both events and appreciated seeing the community come together.

Director Barthole attended the policy committee meeting last week.

Director Johnson reminded everyone that when the pandemic began, Ankeny School board meetings began to be streamed live in order to allow the public the ability to attend meetings virtually. During the public communication portion of the meeting, the public is addressing

the board and not the general public. With that being said, Director Johnson requested that if there are technical issues with the live stream, that the board be made aware so they can make a choice to pause the meeting if they so choose.

Student representative Evie Neller has enjoyed being on the board and will miss sitting up there.

## **10. Superintendent Reports**

## **11. Closed Session**

### **a. Closed Session - Personnel**

Superintendent's Recommendation: "I move that we hold a closed session as provided in section 21.5(1)(i) of the open meetings law to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session." (*Roll Call Vote*)

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

On a motion by Sarah Barthole and seconded by Joy Burk, it was RESOLVED: The board approved a motion to go into closed session at 6:52pm.

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

Motion carried 6 - 0.

On a motion by Sarah Barthole and seconded by Amy Tagliareni, it was RESOLVED: The board approved a motion to reconvene into open session at 8:17pm. No action taken.

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

Motion carried 6 - 0.

## **12. Adjournment**

On a motion by Katie Claeys and seconded by Sarah Barthole, it was RESOLVED: The meeting was adjourned at 8:17pm.

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

Motion carried 6 - 0.

Respectfully Submitted,

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Board President

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Board Secretary



**ANKENY**  
COMMUNITY SCHOOL DISTRICT

Board of Education Meeting  
June 20, 2022

**Others in Attendance**

1. Shannon Cole
2. Samantha Aukes
3. Sarah Murphy
4. Darin Haack
5. Jennifer Jamison
6. Jessica Dirks
7. George Tracy
8. Jen Lindaman
9. Nancy Lehman
10. Ken Morris, Jr.
11. Tim Simpkins
12. Melissa Schilling
13. Evie Neller
14. Jim Ford
15. Jason Dage
16. Shelley Northway
17. Amber Sommerfeld
18. Jessica Dage
19. Davie Niemi
20. Greg Ploeger
21. Kimberly Reicks
22. Adrien Erickson
23. Sue murphy
24. Sue Tarasi
25. Amber Romans
26. Kathryn Armstrong
27. Angela Miale
28. Thomas Christensen



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Board Minutes

**Extended Information:** • Regular Board Meeting Minutes June 6, 2022

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Minutes with consent agenda 6.6.22.pdf</a>	Minutes 6.6.22	Support Document	6/16/2022





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COMMUNITY SCHOOL DISTRICT

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*Minutes*  
*Ankeny School Board Meeting*  
*June 6, 2022*  
*5:00 PM*

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

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**Members Present**

Ryan Weldon - President  
Aaron Johnson - 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 Location**

The Board meeting will be held in the west gym at Prairie Ridge Middle School located at 1010 NW Prairie Ridge Drive, Ankeny, IA 50023.

**b. The Work Session will begin at 5:00pm with the Regular Board Meeting to follow at 6:00pm**

**c. Administer Oath of Office to Board President**

Jennifer Jamison, Board Secretary, administered the Oath of Office to the Board President, Ryan Weldon, who answered in the affirmative.

Board President, Ryan Weldon, conducted the election for the Board Vice President.

Director Amy Tagliareni nominated director Aaron Johnson and director Barthole seconded that nomination. No other nominations were offered. The nomination process was closed.

Board President, Ryan Weldon, administered the Oath of Office to the new Vice President, Aaron Johnson, who answered in the affirmative.

## **2. Approval Of Agenda**

On a motion by Joy Burk and seconded by Sarah Barthole, it was RESOLVED: The board approved a motion to approve and accept the agenda with an amendment to item 7d, personnel report, as recommended.

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

Motion carried 6 - 0.

## **3. Work Session**

### **a. Language Instruction Education Program (LIEP) Review**

## **4. Board Meeting Access**

### **a. Board Meeting Access**

Livestream: [www.YouTube.com/AnkenySchools](http://www.YouTube.com/AnkenySchools)

## **5. Pledge of Allegiance**

## **6. Communication From The Public**

### **a. Jason Dagel - Teacher Support**

### **b. Kimberly Reicks - Extracurricular Activities**

### **c. Adrien Erickson - AHS Show**

### **d. Sue Tarasi - Support for public education and district employees**

### **e. Lucy Jasso - GSA Club**

### **f. Eos Gustafson - AHS Show**

### **g. Abby Thilges - AHS Show**

- h. Monica Thilges - AHS Show**
- i. Lori Lovstad - school board vacancy and support for LGBT+**
- j. Lori Bullock - AHS Show**
- k. Lilly Bullock - AHS Show**
- l. Jemma Bullock - AHS Show**
- m. Marcus Blake - LGBTQ+**
- n. Carson Doss - AHS Show**
- o. Skyler Barning - AHS Show**
- p. Janna Youngquist - AHS Show**
- q. Tyler Klobassa - Safety and Inclusivity in Ankeny Schools**
- r. Isabelle Fagan - AHS Show**
- s. Kelcy Lofgren - DEI Specialist Position**
- t. Kathryn Armstrong - Pledge of Allegiance and Religion in School**
- u. Ann Squier-Hammond - Central Iowa Youth Pride Project**
- v. Natalie Jasso - GSA Club**
- w. Renee Potts - DEI Position and Juneteenth Creative Contest and Celebration**

**7. Consent Agenda**

- a. Board Minutes**
  - May 16, 2022 Regular Board Meeting Minutes
  - May 23, 2022 Special Board Meeting 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 a motion to approve and accept these consent agenda items as recommended.

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

Motion carried 6 - 0.

**8. Information Only**

**a. Student and Staff Handbooks Executive Summary**

**b. Fund Transfer from General Fund to Activity Fund of \$30,000 for Safety Equipment**

**9. Old Business**

**a. Contracts and Agreements**

- Angelo Architectural Associates, LLC - Southeast Elementary and Parkview Middle School Re-Roofing Projects
- Angelo Architectural Associates, LLC - East Elementary and Northeast Elementary Schools Re-Roofing Projects
- Joinder Agreement for Group Term Life Insurance
- Curator by Interworks Renewal - 2022-2023 for \$11,000.00
- Kendall Hunt - Illustrative Mathematics K-5 Professional Learning Sessions - June 9-10, 2022 for \$10,000.00
- New Bohemian Innovation Collaborative, Inc. - Computer Science Implementations for K-12 for \$3,500
- SilverStone Group Engagement Letter for Financial Reporting for \$10,375.00
- First Interstate Bank - Business Account Administrator Designation Form and Acknowledgement
- FoodBank of Iowa BackPack Program Renewal - 2022-2023 School year
- PowerSchool eFinancePlus Services and Setup Fees - \$450.00
- Resource Consulting Engineers LLC and OPN Architects - Northwest Elementary School HVAC System Retrofit
- OPN Architects - Neveln Remodel
- CVS Health Front Store Work Experience Training Agreement
- CIC Reports on the Portal - Renewal for \$6,740.00
- CIC Licensed Products and Services - Tableau Renewal for \$3,750.00
- Unity Point at Home Nursing Services - 2022-2023 Renewal
- Heartland Business Systems - Security Assessment Hardware/Software Renewal for \$24,000.00
- Edpuzzle - Subscription Renewal at Parkview Middle School for \$2,450.00

- Food Service Agreement - Drake Headstart -June Meals
- City of Ankeny - Traffic Study for Elementary #12
- Elementary #12 - Public Sidewalk Easement
- Elementary #12 - Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement - North
- Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement - South

On a motion by Joy Burk and seconded by Aaron Johnson, it was RESOLVED: The board approved a motion to approve and accept the contracts and agreements as recommended. Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Tagliareni, Weldon.  
Motion carried 6 - 0.

**b. Public Hearing - Amended 2022-23 School Calendar**

**c. Approve Amended 2022-2023 School Calendar**

On a motion by Amy Tagliareni and seconded by Katie Claeys, it was RESOLVED: The board approve a motion to approve the Amended 2022-2023 School Calendar as presented. Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Tagliareni, Weldon.  
Motion carried 6 - 0.

**10. New Business**

**a. Approve District Mentoring Specialist Position**

On a motion by Aaron Johnson and seconded by Amy Tagliareni, it was RESOLVED: The board approved a motion to approve the District Mentoring Specialist Position as recommended. Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Tagliareni, Weldon.  
Motion carried 6 - 0.

**b. Approve Appointment of Ahlers Cooney as District Special Education Counsel**

On a motion by Sarah Barthole and seconded by Amy Tagliareni, it was RESOLVED: The board approve a motion to approve Ahlers Cooney as District Special Education Counsel as recommended. Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Tagliareni, Weldon.  
Motion carried 6 - 0.

**c. Policies -1st of 2 Readings**

- 202.10 Code of Ethics - *Five-year review; changes for consistency and clarity*
- 503.70 Student Performances - *Five-year review; changes for consistency and clarity*
- 505.08 Parent and Family Engagement - *Five-year review; changes for consistency, clarity & alignment with current practice*

- 606.06 Insufficient Classroom Space - *Annual review; changes for consistency and clarity*
- 606.10 Class Size - *Annual review; changes for consistency and clarity*
- 910.00 Crisis Management & Emergency Operations Plans - *Annual review; changes for consistency and clarity*
- 101.00 Mission Statement and Essential Learnings - *Changes to align with new strategic plan*

On a motion by Amy Tagliareni and seconded by Sarah Barthole, it was RESOLVED: The board approve a motion to approve and accept the first of two policy readings as presented. Directors Voting in favor of the motion: Ayes: Barthole, Burk, Claeys, Johnson, Tagliareni, Weldon.

Motion carried 6 - 0.

**d. Set the Date for Public Hearing for Approving Transfer of Eligible Categorical Carryover Balances to Flexibility Fund in the amount of \$105,000.00**

On a motion by Sarah Barthole and seconded by Joy Burk, it was RESOLVED: The board approve a motion to approve setting the date for Public Hearing for Transfer of Eligible Categorical Carryover Balances for Flexibility Fund in the amount of \$105,000.00 for June 20, 2022, at 6:00pm, as recommended.

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

Motion carried 6 - 0.

**11. Board Member Reports**

Director Johnson attended graduation. He loved it and congratulated the 2022 graduates.

Director Burk also attended commencement and enjoyed seeing many former students. She said that it is going to become one of her favorite days each year. She said that the board meeting today was emotional hearing what the public had to say and that it is not easy being at the board level. She wants the community to know that the board hears you and the board sees you. She believes there needs to be increased responsibility with social media and that people need to behave better both in person and online. Director Birk thanked Mr. Dagele for speaking on behalf of teachers; the board supports teachers and wants to continue to hear from teachers. She encouraged teachers to continue to reach out to the school board.

Director Barthole congratulated the graduating class of 2022. She attended the policy committee meeting. She thanked everyone for sharing their perspectives at the meeting tonight.

Student representative Brink thanked everyone for speaking today and for standing up for students. She expressed her disappointment that the ideology of people in this school district is put above what is best for students. She said that we need to support LGBTQ+ students rather than demonize them for self-expression.

Director Claeys thanked everyone for speaking tonight and while it can be challenging, she wants to continue to hear from the public, especially students. She congratulated the ACHS girls soccer team for winning the state soccer tournament. She also congratulated the graduating class of 2022 and thanked all the people who worked to coordinate commencement.

Director Tagliareni attended commencement and said that it is such a special day. She is grateful to share in the excitement of all the accomplishments of students. She attended an extra special graduation for five graduates who were unable to attend commencement because they were playing in the state championship soccer game. She attended an Ankeny Foundation meeting and visited all 17 schools over 8 days. She said there are such great things happening in our schools! She wished Trent Murphy the best of luck in his future and thanked directors Weldon and Johnson for stepping into their respective roles on the school board. She will attend an all-star game for the Miracle League tomorrow. She heard a lot tonight about a recent event at AHS and applauds everyone who spoke tonight, especially the students. She wants them all to keep standing up and keep standing out because they are going to change the world. She understands that an investigation must take place. She wants LGBTQ+ students to know that she supports them for who they are, that she sees you and that you matter. She wants teachers to know that she supports them. She wishes that she could offer more monetarily but will continue to fight for them to be supported with respect and dignity as long as she is in her position at the board table.

Director Weldon works in the digital marketing world so he sees social media as a positive but is aware that there are many negatives in social media. He does not support bullying on social media or online and believes that everyone needs to be treated with dignity and respect. He believes we need to be better as a community and that we need to work together to resolve our differences. He thanked everyone for their work with graduation and it was special to be a part of it.

## **12. Superintendent Reports**

Dr. Pruitt congratulated the graduating class of 2022. He thanked the band and choir members that participated in commencement. He congratulated the ACHS girls soccer team for their state championship win. He said that when he was interviewed for the job of superintendent last year, he was asked, "what are you all about?" He told the community and board members that he was about ALL students. Period. If that hasn't been clear this year with what he has been attempting to do with staff, teachers and the school board, then he has some work to do. He stated that of course he supports GSA; they are students. It doesn't matter who they are or how they identify. He supports ALL students. When he was interviewed, he was asked about his leadership and he said that not everyone will agree with every decision that he makes and he's ok with that. He will hold students and staff to high standards and expectation. His goal is to make Ankeny great and if that is not what the community wants, then he is not the right person for the job. Dr. Pruitt is for ALL students, no matter what they look like or where they come from. He supports all students and wants them to be successful in the Ankeny Community School District. He wants every student to graduate and pursue their postsecondary goals. The school board has hired him to lead the district and that is what he intends to do.

## **13. Closed Session**

### **a. Closed Session - Personnel**

Superintendent's Recommendation: "I move that we hold a closed session as provided in section 21.5(1)(i) of the open meetings law to evaluate the professional competency

of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.” *(Roll Call Vote)*

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

On a motion by Sarah Barthole and seconded by Aaron Johnson, it was RESOLVED: The board approved a motion to go into closed session at 7:47pm

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

Motion carried 6 - 0.

On a motion by Aaron Johnson and seconded by Katie Claeys, it was RESOLVED: The board approved a motion to reconvene into open session. No action taken.

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

Motion carried 6 - 0.

#### **14. Adjournment**

On a motion by Sarah Barthole and seconded by Amy Tagliareni, it was RESOLVED: The meeting adjourned at 8:05pm.

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

Motion carried 6 - 0.

Respectfully Submitted,

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Board President

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Board Secretary





# ANKENY COMMUNITY SCHOOL DISTRICT

Board of Education Meeting  
June 6, 2022

## Others in Attendance

1. Al Neppel
2. Jodie Graham
3. Darin Haack
4. Ken Morris, Jr.
5. Jen Lindaman
6. Melissa Schilling
7. Jessica Dirks
8. Jennifer Jamison
9. Sarah Murphy
10. Samantha Aukes
11. Shannon Cole
12. Licia Pettit
13. Lynn Bleeker
14. Alexa Long
15. Laurel Quinn
16. Nancy Lehman
17. Tim Simpkins
18. Bev Kuehn
19. Evie Neller
20. Charlie Brink
21. Dr. Erick Pruitt
22. Lucy Jasso
23. Natalie Jasso
24. Jennifer Reidemann
25. Shelly Northway
26. Megan Albaugh
27. Jason Dagal
28. Sue Tarasi
29. Hayley Ambroson
30. Eos Gustafson
31. Danielle Cusack
32. Amber Gustafson
33. Mike Henrikson
34. Jim Ford
35. Jay Hudacek
36. Melissa Hudacek
37. Kelcy Lofgren
38. Sue Murphy
39. Rob Bingham
40. Todd Brady
41. Isabel Fagan
42. Carole Eckles-Harding
43. Angie Wood
44. Mya Andersen
45. Janna Youngquist
46. Marcus Blake
47. Carson Doss
48. Skyler Barning
49. Augustus Grace
50. Rachel McFarland
51. Ann Squier-Hammond
52. Lori Bullock
53. Ash Howard
54. Abby Thilges
55. Monica Thilges
56. Charlie Thilges
57. Ash Hartfield
58. Angie Miale
59. Michael Albert
60. Baylor Bloomer
61. Josh Klobassa
62. Tyler Klobassa
63. Adrien Erickson
64. Michelle Lindell
65. Jemma Bullock
66. Sydney Howe
67. Jessica Dagal
68. Kim Reicks
69. Lori Staples
70. Nancy Bakke
71. CJ Aldape
72. Dave Richard
73. Jennifer Brennan
74. Ashley Rullestad
75. Lisa Dowell
76. Darrin Dowell
77. Kenzie Rooney
78. Lori Lovstad
79. Melissa Dagal
80. Kathryn Armstrong
81. Kelly Vierling
82. Duane Vierling
83. M. Bull
84. Renee Potts
85. K. Lindaman
86. P. McKibben
87. Tera Seiverseik
88. Jackie Tonhouse
89. Beth Wartick
90. Julie Hayes
91. Chloe Landsverk
92. Bonnie Landsverk
93. Joy Ford
94. Annie Sarcone
95. Erin Valerio-Garsow
96. June Ray
97. Abbey Hammond
98. Grady Andersen
99. Kiron Andersen

**Open Enrollment – 06/06/22 Board Agenda**

<b>Name</b>	<b>Grade</b>	<b>Resident District</b>	<b>Receiving District</b>	<b>School Year</b>
Rowan Baker	K	DMPS	Ankeny	2022-23
Shant Dice	7	DMPS	Ankeny	2022-23
Bruce Green III	2	DMPS	Ankeny	2022-23
Merrick Gilson	K	Saydel	Ankeny	2022-23
Grace Rushing	1	Ankeny	Madrid	2022-23

***Superintendent Recommendation: Approve above open enrollment requests.***

Sydnee Jurgensen	11	Ankeny	CAM	2022-23
William Maddy	9	Ankeny	Clayton Ridge	2022-23

***Superintendent Recommendation: Deny above open enrollment requests.***

				2022-23
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***Superintendent Recommendation: Approve above open enrolled Varsity participation waiver requests.***



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Paid Bills

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">June 6 2022 Paid Bills.pdf</a>	Paid Bills - June 6, 2022	Support Document	6/3/2022

PAID BILLS LISTING JUNE 6, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466488	GENERAL	COLLECTION SERVICES CENTER	\$540.19	OTHER DISBURSEMENT
466489	GENERAL	ROTH - COMMON REMITTER	\$675.00	OTHER DISBURSEMENT
466490	GENERAL	COMMON REMITTER SERVICES	\$3,653.90	OTHER DISBURSEMENT
466491	GENERAL	GENERAL FUND - DENTAL SERVICE	\$6,538.77	OTHER DISBURSEMENT
466492	GENERAL	GREAT WESTERN BANK	\$22,599.46	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$96,632.78	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$38,162.64	OTHER DISBURSEMENT
466493	GENERAL	IOWA DEPARTMENT OF REVENUE	\$159.68	OTHER DISBURSEMENT
466494	GENERAL	ISOLVED BENEFIT SERVICES	\$60.00	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$4,130.48	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$96.95	OTHER DISBURSEMENT
466495	GENERAL	NORTHERN HILLS COLLECTIONS INC	\$166.51	OTHER DISBURSEMENT
466496	GENERAL	POLK COUNTY SHERIFF	\$202.81	OTHER DISBURSEMENT
466497	GENERAL	TREASURER STATE OF IOWA	\$23,003.57	OTHER DISBURSEMENT
466498	GENERAL	UNITED STATES TREASURY	\$449.20	OTHER DISBURSEMENT
466499	GENERAL	COLLECTION SERVICES CENTER	\$3,532.62	OTHER DISBURSEMENT
466500	GENERAL	ROTH - COMMON REMITTER	\$41,116.29	OTHER DISBURSEMENT
466501	GENERAL	COMMON REMITTER SERVICES	\$71,959.35	OTHER DISBURSEMENT
466502	GENERAL	GENERAL FUND - DENTAL SERVICE	\$0.00	OTHER DISBURSEMENT
466503	GENERAL	GREAT WESTERN BANK	\$741,567.90	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$173,430.96	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$513,237.47	OTHER DISBURSEMENT
466504	GENERAL	ISOLVED BENEFIT SERVICES	\$43,160.48	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$48,860.11	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$1,852.89	OTHER DISBURSEMENT
466505	GENERAL	STATE DISTRIBUTION UNIT	\$546.50	OTHER DISBURSEMENT
466506	GENERAL	TREASURER STATE OF IOWA	\$248,037.92	OTHER DISBURSEMENT
466507	GENERAL	GENERAL FUND - DENTAL SERVICE	\$49,267.25	OTHER DISBURSEMENT
466508	GENERAL	A E A SCHOLARSHIP FUND	\$374.17	OTHER DISBURSEMENT
466509	GENERAL	AMER.FAMILY LIFE ASSURANCE CO.	\$313.54	OTHER DISBURSEMENT
466510	GENERAL	COLLECTION SERVICES CENTER	\$563.26	OTHER DISBURSEMENT
466511	GENERAL	ROTH - COMMON REMITTER	\$5,775.00	OTHER DISBURSEMENT
466512	GENERAL	COMMON REMITTER SERVICES	\$11,264.60	OTHER DISBURSEMENT
466513	GENERAL	DOLLARS FOR SCHOLARS	\$167.00	OTHER DISBURSEMENT
466514	GENERAL	GENERAL FUND - DENTAL SERVICE	\$7,699.77	OTHER DISBURSEMENT
466515	GENERAL	GENERAL FUND	(\$18.10)	OTHER DISBURSEMENT
	GENERAL	GENERAL FUND	\$458.95	OTHER DISBURSEMENT
466516	GENERAL	GREAT WESTERN BANK	\$64,093.84	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$28,911.60	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$123,621.96	OTHER DISBURSEMENT
466517	GENERAL	IOWA DEPARTMENT OF REVENUE	\$160.78	OTHER DISBURSEMENT
466518	GENERAL	IPERS-FOAB	\$1,255,731.10	OTHER DISBURSEMENT
466519	GENERAL	ISOLVED BENEFIT SERVICES	\$96.95	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$60.00	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$4,755.53	OTHER DISBURSEMENT
466520	GENERAL	NORTHERN HILLS COLLECTIONS INC	\$148.63	OTHER DISBURSEMENT
466521	GENERAL	POLK COUNTY SHERIFF	\$81.09	OTHER DISBURSEMENT
466522	GENERAL	SERVE CREDIT UNION	\$200.00	OTHER DISBURSEMENT
466523	GENERAL	TREASURER STATE OF IOWA	\$32,043.31	OTHER DISBURSEMENT
466524	GENERAL	UNITED STATES TREASURY	\$458.76	OTHER DISBURSEMENT
466525	GENERAL	UNITED WAY OF CENTRAL IOWA	\$545.00	OTHER DISBURSEMENT
466526	GENERAL	A+ COMMUNICATIONS & SECURITY	\$99.00	INSTR SUPPLIES
466527	GENERAL	ABC PEST CONTROL	\$1,178.00	MAINT SERVICE
466528	GENERAL	ACADEMIC THERAPY PUBLICATIONS	\$126.50	INSTR SUPPLIES
466529	ATHLETIC	ACE FUNDRAISING	\$8,070.00	INSTR SUPPLIES
466530	GENERAL	ACKELSON SHEET METAL INC	\$221.00	MAINT SERVICE
466531	ATHLETIC	ACTIVE SPORTS AGENCY LLC	\$2,295.00	INSTR EQUIP
466532	GENERAL	ADVENTURE LIGHTING INC	\$407.60	MAINT SUPPLIES
466533	ACTIVITY	ADVENTURELAND	\$2,163.70	INSTR DUES
466534	SAVE - CP	AHLERS AND COONEY P.C.	\$45,372.44	DEBT SVC SERVICE
	DEBT SERVICE	AHLERS AND COONEY P.C.	\$1,600.00	DEBT SVC SERVICE
466535	ATHLETIC	ALIYAH PIPPETT	\$576.00	INSTR SERVICE

PAID BILLS LISTING JUNE 6, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466536	ATHLETIC	ALL AMERICAN TIMING	\$1,250.00	INSTR SERVICE
	ATHLETIC	ALL AMERICAN TIMING	\$950.00	INSTR SUPPLIES
	ATHLETIC	ALL AMERICAN TIMING	\$150.00	INSTR DUES
466537	GENERAL	ALL CITY MANAGEMENT SERVICES	\$5,410.00	MAINT SERVICE
466538	SAVE - CP	ALL MAKES OFFICE EQUIPMENT	\$38.96	CONSTRUCT SUPPLIES
466539	GENERAL	MICHELLE ALLEN	\$483.08	ADMIN TRAVEL
466540	ATHLETIC	OSCAR H AMAYA	\$257.00	INSTR OFFICIALS
466544	GENERAL	AMAZON BUSINESS	\$1,841.07	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$230.10	MEDIA SUPPLIES
	NON STUDENT AGENCY	AMAZON BUSINESS	\$108.34	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$141.80	INSTR BOOKS
	GENERAL	AMAZON BUSINESS	\$1,241.73	ADMIN SUPPLIES
	ATHLETIC	AMAZON BUSINESS	\$1,099.00	INSTR EQUIP
	GENERAL	AMAZON BUSINESS	\$105.25	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$341.73	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$31.23	MEDIA BOOKS
	GENERAL	AMAZON BUSINESS	\$13,617.54	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$633.45	ADMIN SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$125.54	INSTR SUPPLIES
	ATHLETIC	AMAZON BUSINESS	\$328.03	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$61.18	ADMIN SUPPLIES
GENERAL	AMAZON BUSINESS	\$40.64	ADMIN SUPPLIES	
466545	GENERAL	AMERICAN WATER TREATMENT INC	\$9,236.99	MAINT SUPPLIES
466546	ATHLETIC	AMES RACQUET & FITNESS CENTER INC	\$70.00	INSTR SERVICE
466547	ACTIVITY	ANDERSON/ERICKSON DAIRY INC.	\$33.76	INSTR SUPPLIES
466548	GENERAL	ANKENY HARDWARE	\$135.94	MAINT SUPPLIES
	GENERAL	ANKENY HARDWARE	\$34.84	MAINT SUPPLIES
466549	GENERAL	ANKENY SCHOOL FOUNDATION	\$75.00	INSTR REFUNDS
466550	GENERAL	APPLAUSE LEARNING RESOURCES	\$113.12	INSTR SUPPLIES
466551	GENERAL	ARC IOWA PT PLUS LLC	\$1,125.00	ADMIN SERVICE
466552	ATHLETIC	AREA EDUCATION AGENCY 11	\$113.50	INSTR SUPPLIES
	GENERAL	AREA EDUCATION AGENCY 11	\$29.88	INSTR SUPPLIES
466553	ATHLETIC	GAVIN ARONSEN	\$115.00	INSTR OFFICIALS
466554	ATHLETIC	ASPI SOLUTIONS INC	\$246.00	INSTR SERVICE
466555	NON STUDENT AGENCY	ATLANTIC BOTTLING CO.	\$120.04	INSTR SUPPLIES
466556	GENERAL	AVANT ASSESSMENT LLC	\$709.90	INSTR SERVICE
466557	GENERAL	B & H PHOTO-VIDEO	\$1,499.90	MEDIA EQUIP
	GENERAL	B & H PHOTO-VIDEO	\$109.95	INSTR SUPPLIES
466558	ATHLETIC	BACKSPIN INDOOR GOLF & BAR	\$262.50	INSTR DUES
466559	GENERAL	MACI BALLARD	\$204.43	OTHER DISBURSEMENT
466560	GENERAL	ALMA BAXTER	\$38.16	INSTR TRAVEL
466561	ACTIVITY	CHARLES F BEHM	\$238.00	INSTR SERVICE
466562	ATHLETIC	MICHAEL L BELL	\$104.50	INSTR OFFICIALS
466563	ATHLETIC	VAUGHN BELL	\$125.00	INSTR OFFICIALS
466564	GENERAL	BLANK PARK ZOO INC	\$110.00	INSTR DUES
466565	GENERAL	DICK BLICK	\$8,444.02	INSTR SUPPLIES
466566	GENERAL	BOBS CUSTOM TROPHIES	\$995.00	ADMIN SUPPLIES
	NON STUDENT AGENCY	BOBS CUSTOM TROPHIES	\$154.35	INSTR SUPPLIES
	ATHLETIC	BOBS CUSTOM TROPHIES	\$446.45	INSTR SUPPLIES
466567	GENERAL	THE BOOKSOURCE	\$997.09	INSTR SUPPLIES
466568	GENERAL	BREAKOUT INC	\$99.00	ADMIN SUPPLIES
466569	ATHLETIC	BRIARWOOD GOLF COURSE	\$945.00	INSTR DUES
	ATHLETIC	BRIARWOOD GOLF COURSE	\$3,500.00	INSTR SERVICE
	ATHLETIC	BRIARWOOD GOLF COURSE	\$490.00	INSTR SUPPLIES
466570	ATHLETIC	BROKEN ARROW T-SHIRT PRINTING	\$598.56	INSTR SUPPLIES
466571	GENERAL	CHAD M BROOKS	\$96.75	ADMIN TRAVEL
466572	ATHLETIC	DANIEL P BRUNS	\$155.00	INSTR SERVICE
466573	GENERAL	BRYAN ROCK PRODUCTS, INC.	\$1,741.00	MAINT SUPPLIES
466574	GENERAL	BULLSEYE TELECOM	\$92.42	ADMIN SERVICE
466575	ATHLETIC	WILLIAM L BURCHETT	\$120.00	INSTR OFFICIALS
466576	GENERAL	CAMBIUM ASSESSMENT, INC	\$6,201.00	INSTR SERVICE
466577	GENERAL	CAPITAL SANITARY SUPPLY CO INC	\$1,265.24	MAINT SUPPLIES
	GENERAL	CAPITAL SANITARY SUPPLY CO INC	\$30,373.94	MAINT SUPPLIES

PAID BILLS LISTING JUNE 6, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466578	NON STUDENT AGENCY	CARMENS FLOWERS INC	\$45.00	INSTR SUPPLIES
	NON STUDENT AGENCY	CARMENS FLOWERS INC	\$47.00	INSTR SUPPLIES
466579	ATHLETIC	CHAMPIONSHIP BOOKS & VIDEO PROD.	\$109.98	INSTR SUPPLIES
466580	GENERAL	JON CHAPMAN	\$255.00	INSTR SERVICE
466581	ATHLETIC	CHARLES A CHASE	\$157.50	INSTR OFFICIALS
466582	ATHLETIC	CHEER BUTTONS & BOWS	\$1,667.00	INSTR SUPPLIES
466583	GENERAL	CHEMSEARCH	\$1,283.09	MAINT SERVICE
466584	ATHLETIC	LIAM A CHRISTENSEN	\$406.80	INSTR SERVICE
466585	ATHLETIC	ROD CHRISTOFFERSON	\$115.00	INSTR OFFICIALS
466588	GENERAL	CIT CHARTERS	\$67,820.45	TRANSP SERVICE
	GENERAL	CIT CHARTERS	\$6,426.95	TRANSP TRAVEL
466589	GENERAL	CITY OF ANKENY	\$41,959.25	TRANSP SUPPLIES
	GENERAL	CITY OF ANKENY	\$2,977.32	MAINT SUPPLIES
	GENERAL	CITY OF ANKENY	\$2,143.46	TRANSP SUPPLIES
466590	ATHLETIC	CHRIS CIVITATE	\$115.00	INSTR OFFICIALS
466591	GENERAL	COCOA CREATIVE AGENCY	\$2,400.00	ADMIN SERVICE
466592	GENERAL	COMMONLIT	\$1,750.00	INSTR SUPPLIES
	GENERAL	COMMONLIT	\$1,750.00	ADMIN SUPPLIES
466593	ATHLETIC	CONNER ATHLETIC PRODUCTS	\$1,248.00	INSTR SUPPLIES
	ATHLETIC	CONNER ATHLETIC PRODUCTS	\$8,539.00	INSTR EQUIP
466594	GENERAL	CRISIS PREVENTION INSTITUTE, INC	\$4,498.20	INSTR SERVICE
466595	GENERAL	CULTUREALL INC	\$350.00	INSTR SUPPLIES
466596	GENERAL	CXTEC	\$1,130.00	ADMIN SUPPLIES
466597	ATHLETIC	DAKTRONICS	\$275.00	INSTR SUPPLIES
466598	GENERAL	JASON L DANIELSON	\$150.00	INSTR SERVICE
466599	ATHLETIC	DECKER SPORTING GOODS INC	\$2,195.75	INSTR SUPPLIES
466600	ACTIVITY	JILL ANN DEGARMEUX	\$75.00	INSTR SERVICE
466601	GENERAL	SCOTT C DE JONG	\$283.05	INSTR TRAVEL
466602	GENERAL	DEMCO INC.	\$61.82	MEDIA SUPPLIES
	GENERAL	DEMCO INC.	\$595.06	MEDIA SUPPLIES
466603	GENERAL	DENNIS SUPPLY CO	\$48.67	MAINT SUPPLIES
466604	GENERAL	DES MOINES AREA COMM. COLLEGE	\$320,400.00	INSTR TUITION
466605	GENERAL	DES MOINES IND SCHOOL DISTRICT	\$115,702.08	INSTR TUITION
466606	GENERAL	DES MOINES REGISTER COMMUNITY PUBL	\$682.34	ADMIN SERVICE
466607	GENERAL	DES MOINES STAMP MFG CO	\$1,568.00	ADMIN SUPPLIES
	GENERAL	DES MOINES STAMP MFG CO	\$49.00	ADMIN SUPPLIES
466608	GENERAL	DICKINSON MACKAMAN TYLER & HAGEN	\$12,979.50	ADMIN SERVICE
466609	ATHLETIC	SHIJIAN DING	\$135.00	INSTR OFFICIALS
466610	ATHLETIC	ETHAN DIX	\$170.00	INSTR OFFICIALS
466611	ATHLETIC	ROB DOERHOFF	\$135.00	INSTR OFFICIALS
466612	ATHLETIC	ROD DOUGHERTY	\$52.50	INSTR OFFICIALS
466613	ATHLETIC	MAX DUNLAP	\$250.00	INSTR OFFICIALS
466614	ATHLETIC	JAZMINE EDWARDS	\$171.25	INSTR OFFICIALS
466615	PPEL	ELECTRONIC ENGINEERING CO	\$14,860.00	MAINT SERVICE
	GENERAL	ELECTRONIC ENGINEERING CO	\$364.60	MAINT SERVICE
	GENERAL	ELECTRONIC ENGINEERING CO	\$571.20	MAINT SUPPLIES
	GENERAL	ELECTRONIC ENGINEERING CO	\$9,036.00	MAINT SERVICE
466616	ATHLETIC	ELITE GLASS AND METAL LLC	\$350.00	INSTR SERVICE
466617	GENERAL	EMPLOYEE & FAMILY RESOURCES	\$6,666.67	ADMIN SERVICE
466618	NON STUDENT AGENCY	EMPOWERED SOLES RUN CLUB LLC	\$660.00	COMM ENG SERVICE
466619	GENERAL	ERATE COMPLETE, LLC	\$4,500.00	ADMIN SERVICE
466620	GENERAL	THE FASTENAL COMPANY	\$290.77	ADMIN SUPPLIES
466621	ACTIVITY	CHAD FICKBOHM	\$28.35	INSTR REFUNDS
466622	GENERAL	FILTER SHOP INC.	\$561.12	MAINT SUPPLIES
	GENERAL	FILTER SHOP INC.	\$6,499.08	MAINT SUPPLIES
	GENERAL	FILTER SHOP INC.	\$3,711.75	MAINT SERVICE
466623	ATHLETIC	MARVIN FIRCH	\$133.50	INSTR OFFICIALS
466624	PPEL	FIRST CLASS SIGNS	\$1,910.00	CONSTRUCT EQUIP
466625	GENERAL	FLYLEAF PUBLISHING LLC	\$8,764.58	INSTR SUPPLIES
466626	GENERAL	FOLLETT CONTENT SOLUTIONS LLC	\$1,525.41	MEDIA BOOKS
466627	GENERAL	FOUNDATION BUILDING MATERIALS LLC	\$167.52	MAINT SUPPLIES
466628	GENERAL	JOEL FOX	\$101.03	ADMIN TRAVEL
466629	GENERAL	RENAE FRANK	\$75.00	INSTR REFUNDS

PAID BILLS LISTING JUNE 6, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466630	GENERAL	FREESTYLE	\$1,745.81	INSTR SUPPLIES
466631	GENERAL	GARLAND'S INC.	\$354.70	MAINT SUPPLIES
	GENERAL	GARLAND'S INC.	\$44.00	MAINT SUPPLIES
466632	GENERAL	GENERAL FIRE & SAFETY EQUIPMENT	\$198.19	MAINT SERVICE
466633	GENERAL	GEOFF KRALL PROFESSIONAL DEVEL. SER	\$5,025.00	ADMIN SERVICE
466634	GENERAL	GOLDEN VALLEY SUPPLY CO	\$77.23	MAINT SUPPLIES
466635	ACTIVITY	MICHAEL GOLEMO	\$300.00	INSTR SERVICE
466636	ATHLETIC	ANTHONY A GOODRICH	\$170.00	INSTR OFFICIALS
466637	GENERAL	GOPHER SPORT	\$276.31	INSTR SUPPLIES
466638	PPEL	W.W. GRAINGER INC.	\$1,132.80	CONSTRUCT EQUIP
	GENERAL	W.W. GRAINGER INC.	\$115.28	MAINT SUPPLIES
466639	GENERAL	GRAYBAR ELECTRIC COMPANY INC	\$34.80	ADMIN SUPPLIES
466640	GENERAL	GREAT WESTERN BANK	\$109.96	OTHER DISBURSEMENT
466641	PPEL	GRIMES ASPHALT & PAVING CORP	\$4,920.00	CONSTRUCT SERVICE
466642	ACTIVITY	GROUP TRAVEL PLANNERS INC	\$473.75	INSTR TRAVEL
466643	GENERAL	HANDS UP COMMUNICATIONS INC	\$500.00	ADMIN SERVICE
466644	ATHLETIC	ALMIR HAURDIC	\$167.50	INSTR OFFICIALS
466645	GENERAL	HAVNEN'S HERFF JONES	\$3,798.05	ADMIN SUPPLIES
466646	GENERAL	ELLEN C. HAYES	\$438.75	ADMIN SERVICE
466647	ATHLETIC	MARK HERSOM	\$135.00	INSTR OFFICIALS
466648	GENERAL	HOME DEPOT	\$44.73	MAINT SUPPLIES
	GENERAL	HOME DEPOT	\$96.59	MAINT SUPPLIES
	GENERAL	HOME DEPOT	\$129.00	MEDIA SUPPLIES
466649	GENERAL	HOTSY CLEANING SYSTEMS INC	\$330.00	MAINT SUPPLIES
466651	ATHLETIC	HY-VEE - N. ANKENY BLVD	\$216.00	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$12.48	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$186.06	ADMIN SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$2,489.07	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$20.87	INSTR SUPPLIES
	NON STUDENT AGENCY	HY-VEE - N. ANKENY BLVD	\$30.00	INSTR SUPPLIES
	ATHLETIC	HY-VEE - N. ANKENY BLVD	\$346.47	INSTR SUPPLIES
	ACTIVITY	HY-VEE - N. ANKENY BLVD	\$77.71	INSTR SUPPLIES
	ACTIVITY	HY-VEE - N. ANKENY BLVD	\$29.94	INSTR SUPPLIES
466652	ACTIVITY	HY-VEE - PRAIRIE TRAIL	\$79.80	INSTR SUPPLIES
	ACTIVITY	HY-VEE - PRAIRIE TRAIL	\$34.90	INSTR SUPPLIES
	GENERAL	HY-VEE - PRAIRIE TRAIL	\$5.49	ADMIN SUPPLIES
	NON STUDENT AGENCY	HY-VEE - PRAIRIE TRAIL	\$200.00	INSTR SUPPLIES
	GENERAL	HY-VEE - PRAIRIE TRAIL	\$500.46	INSTR SUPPLIES
466653	ACTIVITY	INDIANOLA COMMUNITY SCHOOLS	\$100.00	INSTR SUPPLIES
466654	GENERAL	INFOMAX OFFICE SYSTEMS	\$1,252.40	ADMIN SUPPLIES
	GENERAL	INFOMAX OFFICE SYSTEMS	\$515.54	ADMIN SERVICE
	GENERAL	INFOMAX OFFICE SYSTEMS	\$9,286.33	ADMIN SERVICE
466655	GENERAL	INSPIRE TO CREATE ENTERPRISES LLC	\$1,064.66	INSTR SUPPLIES
466656	GENERAL	INTERSTATE ALL BATTERY CENTER	\$99.50	MAINT SUPPLIES
466657	GENERAL	INTOUCH RECEIPTING	\$8,800.00	ADMIN SERVICE
466658	ATHLETIC	IOWA HIGH SCHOOL ATHLETIC ASSOC.	\$530.00	INSTR SUPPLIES
466659	ACTIVITY	IOWA HIGH SCHOOL MUSIC ASSOC.	\$2,602.00	INSTR SUPPLIES
466660	ATHLETIC	IOWA H.S. BASEBALL COACHES ASSC.	\$430.00	INSTR DUES
466661	GENERAL	UNDERGROUND LOCATION COMPANY	\$295.30	MAINT SERVICE
466662	ATHLETIC	DOUG JACKSON	\$52.50	INSTR OFFICIALS
466663	ATHLETIC	JEROLD R JAEGER	\$250.00	INSTR OFFICIALS
466664	PPEL	JC TOLAND PAINTING LLC	\$6,890.99	CONSTRUCT SERVICE
466665	GENERAL	JOHNSON CONTROLS	\$2,076.00	MAINT SERVICE
	GENERAL	JOHNSON CONTROLS	\$494.81	MAINT SUPPLIES
466666	ATHLETIC	WILLIAM JOHNSON	\$110.00	INSTR OFFICIALS
466667	ATHLETIC	JOHNSTON ATHLETIC DEPARTMENT	\$225.00	INSTR DUES
466668	GENERAL	JOSTENS	\$288.01	ADMIN SUPPLIES
466669	ATHLETIC	ENES JUPIC	\$157.50	INSTR OFFICIALS
466670	GENERAL	KASEYA	\$4,017.00	ADMIN SUPPLIES
466671	GENERAL	KELE INC	\$216.59	MAINT SUPPLIES
466672	GENERAL	KENDALL HUNT PUBLISHING COMPANY	\$18,600.00	INSTR SUPPLIES
466673	ATHLETIC	DALE KLOCKE	\$62.50	INSTR OFFICIALS
466674	ATHLETIC	CHRIS KNEE	\$104.50	INSTR OFFICIALS

PAID BILLS LISTING JUNE 6, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466675	ATHLETIC	JOHN T KOPECKY	\$125.00	INSTR OFFICIALS
466676	GENERAL	KRUCK PLUMBING & HEATING CO INC	\$4,650.00	MAINT SERVICE
	GENERAL	KRUCK PLUMBING & HEATING CO INC	\$317.40	MAINT SUPPLIES
466677	GENERAL	LANGUAGETECH INC	\$135.00	ADMIN SERVICE
466679	GENERAL	LASER RESOURCES L.L.C.	\$985.53	ADMIN SERVICE
	NON STUDENT AGENCY	LASER RESOURCES L.L.C.	\$1.05	COMM ENG SERVICE
	ATHLETIC	LASER RESOURCES L.L.C.	\$246.70	ATHLETIC SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$21.54	ADMIN SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$11,515.61	ADMIN SERVICE
	GENERAL	LASER RESOURCES L.L.C.	\$8.49	MAINT SERVICE
466680	ATHLETIC	LASHIER PARTNERS LLC	\$2,295.00	INSTR SUPPLIES
	ATHLETIC	LASHIER PARTNERS LLC	\$1,275.00	INSTR SERVICE
466681	PEEL	LAWNOXYGEN QUALITY LANSCAPE SOLUTIO	\$25,737.50	CONSTRUCT SERVICE
466682	GENERAL	LEADING EDGE LAMINATING	\$1,192.37	ADMIN SUPPLIES
466683	GENERAL	LEARNING WITHOUT TEARS	\$69.18	INSTR SUPPLIES
	GENERAL	LEARNING WITHOUT TEARS	\$1,000.00	INSTR SUPPLIES
466684	GENERAL	SAW LEE	\$125.00	INSTR REFUNDS
466685	GENERAL	LIGHTSPEED TECHNOLOGIES INC	\$180.00	ADMIN SUPPLIES
	GENERAL	LIGHTSPEED TECHNOLOGIES INC	\$48.00	INSTR SUPPLIES
466686	GENERAL	LITERACY RESOURCES LLC	\$1,541.53	INSTR SUPPLIES
466687	GENERAL	LITTLE FREE LIBRARY	\$207.95	INSTR SUPPLIES
466688	GENERAL	LIVING HISTORY FARMS	\$1,957.50	INSTR DUES
466689	ATHLETIC	FRANCIS LONG	\$200.00	INSTR OFFICIALS
466690	ATHLETIC	RANDALL J LORE	\$125.00	INSTR OFFICIALS
466691	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$181.65	MEDIA BOOKS
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$548.72	MEDIA SUPPLIES
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$65.22	MEDIA BOOKS
466692	GENERAL	MAIL SERVICES LLC	\$2,262.24	ADMIN SERVICE
466693	GENERAL	MAJESTIC LIMOUSINE SERVICE LLC	\$917.40	TRANSP TRAVEL
	GENERAL	MAJESTIC LIMOUSINE SERVICE LLC	\$1,300.00	TRANSP SERVICE
466694	ATHLETIC	MARSHALLTOWN MIDDLE SCHOOL	\$60.00	INSTR DUES
466695	ACTIVITY	MARTIN BROTHERS	\$598.04	INSTR SUPPLIES
	GENERAL	MARTIN BROTHERS	\$85.88	ADMIN SUPPLIES
	GENERAL	MARTIN BROTHERS	\$1,420.08	INSTR SUPPLIES
466696	NON STUDENT AGENCY	THE MASTER TEACHER	\$126.90	INSTR SUPPLIES
466697	ACTIVITY	KRISTI MAYO	\$15.00	INSTR REFUNDS
466698	GENERAL	RENEE MCCLENDON	\$1,702.50	INSTR SUPPLIES
	GENERAL	RENEE MCCLENDON	\$100.00	INSTR SERVICE
466699	ATHLETIC	BRIAN MCCOLLUM	\$115.00	INSTR OFFICIALS
466700	GENERAL	MCI	\$284.35	ADMIN SERVICE
466701	ACTIVITY	MEALS FROM THE HEARTLAND	\$6,016.00	INSTR REFUNDS
466702	ATHLETIC	MEDCO	\$487.42	INSTR SUPPLIES
466703	GENERAL	MEDIACOM	\$2,600.00	ADMIN SERVICE
466704	ATHLETIC	PAUL MEFFORD	\$125.00	INSTR OFFICIALS
466705	GENERAL	MENARDS	\$690.91	MAINT SUPPLIES
	GENERAL	MENARDS	\$29.80	MAINT SUPPLIES
	GENERAL	MENARDS	\$77.94	INSTR SUPPLIES
	GENERAL	MENARDS	\$13.18	MAINT SUPPLIES
	GENERAL	MENARDS	\$1,703.81	MAINT SUPPLIES
	GENERAL	MENARDS	\$21.12	MAINT SUPPLIES
	ACTIVITY	MENARDS	\$119.60	INSTR SUPPLIES
466706	GENERAL	MICHAEL MERTZ	\$21.15	INSTR TRAVEL
466707	ACTIVITY	ROBERT MEUNIOR	\$500.00	INSTR SERVICE
466708	GENERAL	MID-WEST 3D SOLUTIONS LLC	\$26,450.00	INSTR EQUIP
466709	GENERAL	MIDWEST COMPUTER PRODUCTS INC.	\$1,460.81	ADMIN SUPPLIES
466710	ACTIVITY	MIDWESTDJS, LLC	\$2,995.00	INSTR SUPPLIES
	ACTIVITY	MIDWESTDJS, LLC	\$2,795.00	INSTR SERVICE
466711	ATHLETIC	RANDY MITCHELL	\$135.00	INSTR OFFICIALS
466712	GENERAL	MMIT BUSINESS SOLUTIONS GROUP	\$41.03	ADMIN SERVICE
466713	ATHLETIC	JUSTIN MOHR	\$250.00	INSTR OFFICIALS
466714	ATHLETIC	BLAKE MORROW	\$115.00	INSTR OFFICIALS
466715	GENERAL	NASCO	\$536.68	INSTR SUPPLIES
466716	ATHLETIC	NDA NATIONAL DANCE ALLIANCE	\$1,696.00	INSTR DUES



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Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
	ATHLETIC	NDA NATIONAL DANCE ALLIANCE	\$2,900.00	INSTR SUPPLIES
466717	GENERAL	LEE NELSON	\$300.00	INSTR SUPPLIES
466718	GENERAL	NETBRANDS MEDIA CORP	\$2,020.00	ADMIN SUPPLIES
466719	GENERAL	NEVADA COMMUNITY SCHOOLS	\$7,388.89	INSTR TUITION
466720	ATHLETIC	ROBERT MITCHELL STUBBS	\$330.00	INSTR SUPPLIES
466723	GENERAL	OFFICE DEPOT	\$1,293.99	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$16.37	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$137.08	MAINT SUPPLIES
	GENERAL	OFFICE DEPOT	(\$33.24)	ADMIN SUPPLIES
	ATHLETIC	OFFICE DEPOT	\$63.81	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$3,843.57	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$124.00	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$12.62	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$39.54	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$32.56	ADMIN SUPPLIES
466724	ATHLETIC	ESAD OMANOVIC	\$60.00	INSTR OFFICIALS
466725	GENERAL	OPC DIRECT	\$1,888.62	ADMIN SUPPLIES
466726	SAVE - CP	OPN ARCHITECTS	\$20,271.20	CONSTRUCT SERVICE
466727	GENERAL	OTTER CREEK GOLF COURSE	\$110.00	ADMIN SERVICE
	GENERAL	OTTER CREEK GOLF COURSE	\$100.00	ADMIN SUPPLIES
466728	ATHLETIC	P & M MONOGRAMMING	\$466.00	INSTR SUPPLIES
466729	GENERAL	THE PAPER CORPORATION	\$14,207.20	MAINT SUPPLIES
	GENERAL	THE PAPER CORPORATION	\$4,687.20	ADMIN SUPPLIES
	GENERAL	THE PAPER CORPORATION	\$8,361.38	ADMIN SUPPLIES
466730	ATHLETIC	PAR INDUSTRIES LLC	\$596.54	INSTR SUPPLIES
466731	ACTIVITY	PENSKE TRUCK LEASING CO. LP	\$1,214.18	INSTR SERVICE
466732	ACTIVITY	J W PEPPER	\$86.99	INSTR SUPPLIES
	GENERAL	J W PEPPER	\$2,241.72	INSTR SUPPLIES
466733	GENERAL	PER MAR SECURITY & RESEARCH CORP	\$40.00	MAINT SERVICE
466734	GENERAL	THE PERCUSSION SOURCE	\$403.54	INSTR SUPPLIES
466735	GENERAL	THE PERFECTION LEARNING CORP.	\$494.53	INSTR SUPPLIES
	GENERAL	THE PERFECTION LEARNING CORP.	\$921.72	MEDIA BOOKS
	GENERAL	THE PERFECTION LEARNING CORP.	\$4,548.98	MEDIA BOOKS
466736	GENERAL	PERFICUT LAWN & LANDSCAPE, INC.	\$3,450.00	MAINT SERVICE
466737	GENERAL	PERRY HIGH SCHOOL	\$1,320.00	INSTR DUES
466738	ATHLETIC	EMILY PHILLIPS	\$135.00	INSTR OFFICIALS
466739	ATHLETIC	PIONEER MANUFACTURING	\$245.20	INSTR SUPPLIES
466740	GENERAL	PLUMB SUPPLY CO.	\$39.60	MAINT SUPPLIES
	GENERAL	PLUMB SUPPLY CO.	\$151.16	MAINT SUPPLIES
466741	PPEL	METEOR EDUCATION LLC	\$7,780.19	MAINT EQUIP
466742	ATHLETIC	ALLEN L. PURDY	\$200.00	INSTR SERVICE
466743	GENERAL	PUSH PEDAL PULL	\$2,499.00	INSTR SUPPLIES
	ATHLETIC	PUSH PEDAL PULL	\$2,499.00	INSTR SUPPLIES
466744	ATHLETIC	NIHAT RAHIC	\$115.00	INSTR OFFICIALS
466745	GENERAL	REALITY WORKS INC	\$141.00	INSTR SUPPLIES
	GENERAL	REALITY WORKS INC	\$206.00	INSTR SUPPLIES
466746	GENERAL	REALLY GOOD STUFF LLC	\$81.93	INSTR SUPPLIES
466749	GENERAL	RELIABLE PROPERTY SERVICES LLC	\$2,597.80	MAINT SERVICE
466750	GENERAL	RELIABLE ROOFING	\$1,290.00	MAINT SERVICE
466751	GENERAL	RESOURCE SERVICES INC	\$1,602.09	MAINT SERVICE
466752	ACTIVITY	DAVID A REZEK	\$550.00	INSTR SERVICE
466753	ATHLETIC	RIDDELL/ALL AMERICAN SPORTS CORP	\$2,115.53	INSTR SUPPLIES
	ATHLETIC	RIDDELL/ALL AMERICAN SPORTS CORP	\$7,580.04	INSTR SERVICE
466754	GENERAL	FRANK RIEMAN MUSIC INC	\$1,384.54	INSTR SUPPLIES
466755	PPEL	RKB SYSTEMS LLC	\$27,414.00	CONSTRUCT EQUIP
466756	ATHLETIC	CHRISTOPHER KYLE ROBERTS	\$135.00	INSTR OFFICIALS
466757	GENERAL	ROCHESTER 100 INC	\$140.00	INSTR SUPPLIES
466758	ACTIVITY	RUSSELL'S TROPHIES AND ENGRAVING	\$237.54	INSTR SUPPLIES
466759	ACTIVITY	RYDER TRANSPORTATION SERVICES	\$551.90	INSTR TRAVEL
466760	GENERAL	SADDLEBACK EDUCATIONAL, INC.	\$4,233.26	INSTR SUPPLIES
466761	ACTIVITY	SAM'S CLUB	\$170.78	INSTR SUPPLIES
	ACTIVITY	SAM'S CLUB	\$272.89	INSTR SUPPLIES
466762	ATHLETIC	TMS3 ENTERPRISES LLC	\$1,400.00	INSTR SERVICE

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Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
	ATHLETIC	TMS3 ENTERPRISES LLC	\$2,856.25	INSTR SUPPLIES
466763	ATHLETIC	BRIAN SAUSER	\$120.00	INSTR OFFICIALS
466764	ATHLETIC	DALLAS SAUSER	\$120.00	INSTR OFFICIALS
466765	GENERAL	SCHIPPERS ELECTRIC LLC	\$555.00	MAINT SERVICE
	GENERAL	SCHIPPERS ELECTRIC LLC	\$219.48	MAINT SUPPLIES
466766	GENERAL	SCHOOL SPECIALTY LLC	\$1,247.02	INSTR SUPPLIES
466767	GENERAL	SCHOOL TECH SUPPLY	\$1,749.75	ADMIN SUPPLIES
466768	ATHLETIC	RAY SCHWICHTENBERG	\$180.00	INSTR SERVICE
466769	GENERAL	SCIENCE CENTER OF IOWA	\$480.00	INSTR DUES
466770	ATHLETIC	KELLY J SEARS	\$120.00	INSTR OFFICIALS
466771	GENERAL	SECURITAS SECURITY SERVICES USA INC	\$7,278.69	ADMIN SERVICE
	ATHLETIC	SECURITAS SECURITY SERVICES USA INC	\$214.96	INSTR SERVICE
466772	GENERAL	JOANN SEEMAN-SMITH PH. D. LLC	\$2,100.00	ADMIN SERVICE
466773	GENERAL	SETPOINT MECHANICAL SERVICES LLC	\$11,025.00	MAINT SERVICE
	GENERAL	SETPOINT MECHANICAL SERVICES LLC	\$6,382.53	MAINT SUPPLIES
466774	GENERAL	SEVERIN INTERMEDIATE HOLDINGS LLC	\$450.00	ADMIN SERVICE
466775	ATHLETIC	TREY SHEEKS	\$500.00	INSTR OFFICIALS
	ATHLETIC	TREY SHEEKS	\$200.00	INSTR SERVICE
466776	GENERAL	JORDAN SHELEDY	\$80.43	OTHER DISBURSEMENT
466777	ATHLETIC	WEEDER'S INC	\$496.00	INSTR SUPPLIES
466778	GENERAL	SITSPOTS	\$65.15	INSTR SUPPLIES
466779	GENERAL	SLEISTER MUSIC	\$700.00	INSTR SERVICE
	ACTIVITY	SLEISTER MUSIC	\$800.00	INSTR SERVICE
466780	GENERAL	SMITH'S SEWER SERVICE INC	\$90.00	MAINT SERVICE
466781	GENERAL	THINK SOCIAL PUBLISHING INC	\$293.51	ADMIN SUPPLIES
	GENERAL	THINK SOCIAL PUBLISHING INC	\$95.86	ADMIN SUPPLIES
466782	ATHLETIC	MUNIZ SOFTIC	\$115.00	INSTR OFFICIALS
466783	ATHLETIC	SOUTHEAST POLK HIGH SCHOOL	\$120.00	INSTR DUES
466784	SAVE - CP	SPECTRUM ADVANTAGE LLC	\$310.00	CONSTRUCT SERVICE
466785	GENERAL	SABRINA G. CASSIDY	\$4,443.37	INSTR SUPPLIES
466786	ATHLETIC	S & P SPECIALTIES	\$566.00	INSTR SUPPLIES
466787	ACTIVITY	MARK S RIEWER	\$2,500.00	INSTR SUPPLIES
466788	ACTIVITY	SWEETWATER SOUND	\$29.00	INSTR SUPPLIES
466789	ATHLETIC	NICHOLAS SWIFT	\$250.00	INSTR OFFICIALS
466790	GENERAL	TEACHER DIRECT	\$58.74	INSTR SUPPLIES
466791	GENERAL	TEACHERS DISCOVERY	\$981.61	INSTR SUPPLIES
466792	ATHLETIC	LEE TESDELL	\$170.00	INSTR OFFICIALS
466793	GENERAL	THE UNIVERSITY OF TEXAS AT AUSTIN	\$575.00	ADMIN SERVICE
466794	ATHLETIC	MIRANDA THELEN	\$175.00	INSTR OFFICIALS
466795	GENERAL	TK ELEVATOR CORP	\$206.88	MAINT SUPPLIES
	GENERAL	TK ELEVATOR CORP	\$2,681.25	MAINT SERVICE
466796	ATHLETIC	TORI'S ANGELS FOUNDATION	\$176.55	INSTR REFUNDS
466797	GENERAL	TRACTOR SUPPLY CO TSC	\$242.90	MAINT SUPPLIES
	GENERAL	TRACTOR SUPPLY CO TSC	\$54.99	MAINT SUPPLIES
466798	ACTIVITY	TRESONA MULTIMEDIA LLC	\$290.00	INSTR SUPPLIES
466799	GENERAL	TRUCK EQUIPMENT INC	\$206.44	MAINT SUPPLIES
	GENERAL	TRUCK EQUIPMENT INC	\$220.00	MAINT SERVICE
466800	ATHLETIC	ANDREW UMTHUN	\$153.00	INSTR TRAVEL
466801	GENERAL	UNITYPOINT AT HOME	\$10,860.00	INSTR SERVICE
466802	ATHLETIC	UNIVERSAL DANCE ASSOCIATION	\$2,800.00	INSTR DUES
466803	GENERAL	UPDATE LTD	\$204.97	ADMIN SUPPLIES
466804	ATHLETIC	VALLEY HIGH SCHOOL	\$230.00	INSTR DUES
466805	GENERAL	VAN WALL EQUIPMENT INC	\$13.90	MAINT SUPPLIES
466806	ATHLETIC	VEENKER MEMORIAL GOLF COURSE	\$80.00	INSTR SERVICE
466807	GENERAL	VERITIV OPERATING CO	\$1,657.55	ADMIN SUPPLIES
466808	GENERAL	VERNIER SOFTWARE	\$778.00	INSTR SUPPLIES
466809	GENERAL	VHF SALES INC	\$684.00	MAINT SUPPLIES
466810	GENERAL	ARGOSY PUBLISHING INC.	\$750.00	INSTR SUPPLIES
466811	ATHLETIC	RICHARD P VOYEK	\$340.00	INSTR OFFICIALS
466812	ATHLETIC	TODD WADDELL	\$52.50	INSTR OFFICIALS
466813	GENERAL	WALSH DOOR & HARDWARE	\$471.00	MAINT SERVICE
466814	GENERAL	WASTE MANAGEMENT OF IOWA	\$6,911.67	MAINT SERVICE
466815	GENERAL	WATERLOO COMMUNITY SCHOOLS	\$16,269.44	INSTR REFUNDS

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Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466816	ATHLETIC	WAUKEE HIGH SCHOOL	\$440.00	INSTR DUES
466817	ATHLETIC	WAUKEE NORTHWEST HIGH SCHOOL	\$230.00	INSTR DUES
466818	ATHLETIC	ZACHARY WEBSTER	\$24.00	INSTR SERVICE
466819	ATHLETIC	WEE'S TEES LLC	\$268.00	INSTR SUPPLIES
466820	ATHLETIC	MATT A WEISS	\$125.00	INSTR OFFICIALS
466821	ACTIVITY	WEST MUSIC COMPANY	\$799.86	INSTR SUPPLIES
	GENERAL	WEST MUSIC COMPANY	\$112.29	INSTR SUPPLIES
466822	ATHLETIC	TOBY WHITE	\$115.00	INSTR OFFICIALS
466823	GENERAL	WILSON LANGUAGE TRAINING	\$1,076.76	INSTR SUPPLIES
466824	GENERAL	WINDSTAR LINES INC	\$1,568.00	TRANSP SERVICE
466825	GENERAL	WINDSTREAM	\$177.52	ADMIN SERVICE
466826	GENERAL	WIPEBOOK CORP	\$348.94	INSTR SUPPLIES
466827	ATHLETIC	SHAWN WOLFEE	\$75.00	INSTR OFFICIALS
466828	ATHLETIC	ALYSSA WRAGE	\$300.00	INSTR SERVICE
		<b>GENERAL FUND SUB-TOTAL</b>	<b>\$4,943,666.97</b>	
16142	ATHLETIC	GREAT WESTERN BANK	\$2,900.00	ATHLETIC CHANGE CASH
16143	ATHLETIC	GREAT WESTERN BANK	\$11,300.00	ATHLETIC CHANGE CASH
16144	ATHLETIC	GREAT WESTERN BANK	\$2,200.00	ATHLETIC CHANGE CASH
	GENERAL	GREAT WESTERN BANK	\$146.00	OTHER CHANGE CASH
16145	GENERAL	CENTURY LINK	\$232.88	ADMIN SERVICE
16146	GENERAL	WINDSTREAM	\$253.80	ADMIN SERVICE
16147	GENERAL	UNITED STATES CELLULAR	\$850.80	ADMIN SERVICE
16148	GENERAL	VERIZON WIRELESS	\$796.23	ADMIN SERVICE
16149	GENERAL	WINDSTREAM	\$178.88	ADMIN SERVICE
16150	ATHLETIC	FIRST INTERSTATE BANK	\$3,500.00	ATHLETIC CHANGE CASH
16151	ATHLETIC	FIRST INTERSTATE BANK	\$4,600.00	ATHLETIC CHANGE CASH
16158	ACTIVITY	GREAT WESTERN BANK VISA	\$7,732.65	SEE VISA DETAIL
	ATHLETIC	GREAT WESTERN BANK VISA	\$8,520.77	SEE VISA DETAIL
	GENERAL	GREAT WESTERN BANK VISA	\$27,548.44	SEE VISA DETAIL
	NON STUDENT AGENCY	GREAT WESTERN BANK VISA	\$1,231.09	SEE VISA DETAIL
16165	GENERAL	AMAZON BUSINESS	\$80.85	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$5.96	TRANSP SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$224.84	INSTR SUPPLIES
	ATHLETIC	AMAZON BUSINESS	\$702.70	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$16,165.04	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$184.84	MEDIA EQUIP
	GENERAL	AMAZON BUSINESS	\$45.98	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$125.94	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$861.58	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$3.65	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$124.90	INSTR BOOKS
	GENERAL	AMAZON BUSINESS	\$86.74	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$35.51	MEDIA BOOKS
	GENERAL	AMAZON BUSINESS	\$1,427.20	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,094.60	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$624.59	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$47.68	MAINT SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$14.40	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$412.94	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,943.04	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$33.96	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$160.15	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$76.97	ADMIN DISBURSEMENT
GENERAL	AMAZON BUSINESS	\$1,602.29	ADMIN SUPPLIES	
GENERAL	AMAZON BUSINESS	\$1,341.22	MEDIA BOOKS	
GENERAL	AMAZON BUSINESS	\$197.34	ADMIN SUPPLIES	
16166	NON STUDENT AGENCY	CENTURY LINK	\$32.94	COMM ENG SERVICE
	GENERAL	CENTURY LINK	\$387.04	ADMIN SERVICE
16167	ATHLETIC	TOURNAMENT OF CHAMPIONS	\$375.00	INSTR SUPPLIES
16168	GENERAL	WINDSTREAM	\$4,528.37	ADMIN SERVICE
16169	SAVE - CP	STAHL CONSTRUCTION CO.	\$44,188.10	CONSTRUCT SERVICE

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16170	SAVE - CP	MIDAMERICAN ENERGY	\$12,642.56	CONSTRUCT SERVICE
16171	ATHLETIC	FIRST INTERSTATE BANK	\$4,000.00	ATHLETIC CHANGE CASH
16172	ATHLETIC	FIRST INTERSTATE BANK	\$8,100.00	ATHLETIC CHANGE CASH
16174	GENERAL	MIDAMERICAN ENERGY COMPANY	\$6,674.37	MAINT SUPPLIES
	GENERAL	MIDAMERICAN ENERGY COMPANY	\$114,287.20	MAINT SUPPLIES
		<i>GENERAL FUND SUB-TOTAL</i>	<i>\$294,832.03</i>	
		<i>GENERAL FUND GRAND TOTAL</i>	<i>\$5,238,499.00</i>	
700684	CHILD CARE FUND	AMAZON BUSINESS	\$168.83	INSTR SUPPLIES
700685	CHILD CARE FUND	JILL M HEIMERMAN	\$59.05	INSTR TRAVEL
700686	CHILD CARE FUND	HY-VEE - PRAIRIE TRAIL	\$22.47	INSTR SUPPLIES
700687	CHILD CARE FUND	LASER RESOURCES L.L.C.	\$86.88	ADMIN SERVICE
		<i>CHILD CARE FUND SUB-TOTAL</i>	<i>\$337.23</i>	
20184	CHILD CARE FUND	VERIZON WIRELESS	\$463.32	ADMIN SERVICE
20185	CHILD CARE FUND	GREAT WESTERN BANK VISA	\$27.50	SEE VISA DETAIL
		<i>CHILD CARE FUND SUB-TOTAL</i>	<i>\$490.82</i>	
		<i>CHILD CARE FUND GRAND TOTAL</i>	<i>\$828.05</i>	
246411	NUTRITION	ACTION REPROGRAPHICS	\$922.00	NUTRITION SUPPLIES
246412	NUTRITION	AMAZON BUSINESS	\$1,376.74	NUTRITION SUPPLIES
246413	NUTRITION	AMERICAN BOTTLING COMPANY	\$624.00	NUTRITION SUPPLIES
246414	NUTRITION	ANDERSON/ERICKSON DAIRY INC.	\$48,081.55	NUTRITION SUPPLIES
246415	NUTRITION	CAPITAL SANITARY SUPPLY CO INC	\$1,377.48	NUTRITION EQUIP
246416	NUTRITION	CHRIS CARLSON	\$242.95	NUTRITION REFUNDS
246417	NUTRITION	CENTRAL RESTAURANT PRODUCTS	\$4,055.55	NUTRITION SUPPLIES
246418	NUTRITION	EKON-O-PAC LLC	\$160.00	NUTRITION SUPPLIES
246419	NUTRITION	EMS DETERGENT SERVICES	\$2,873.67	NUTRITION SUPPLIES
246420	NUTRITION	GENERAL PARTS, LLC	\$622.05	MAINT SERVICE
246421	NUTRITION	GOODWIN TUCKER GROUP	\$3,281.80	MAINT SERVICE
246422	NUTRITION	ITW FOOD EQUIPMENT GROUP LLC	\$2,188.41	MAINT SERVICE
246423	NUTRITION	HY-VEE - PRAIRIE TRAIL	\$36.70	NUTRITION SUPPLIES
246424	NUTRITION	JENNY KARSTEN	\$96.25	NUTRITION REFUNDS
246425	NUTRITION	LASER RESOURCES L.L.C.	\$68.76	MAINT SERVICE
246426	NUTRITION	AMIE LITTLEFIELD	\$9.46	NUTRITION REFUNDS
246429	NUTRITION	LOFFREDO FRESH PRODUCE CO	\$55,483.22	NUTRITION SUPPLIES
246430	NUTRITION	RICK MALIZIA	\$70.60	NUTRITION REFUNDS
246438	NUTRITION	MARTIN BROTHERS	\$15,996.37	NUTRITION SUPPLIES
	NUTRITION	MARTIN BROTHERS	\$166,546.11	NUTRITION SUPPLIES
	NUTRITION	MARTIN BROTHERS	\$1,218.95	NUTRITION SUPPLIES
246439	NUTRITION	LETISHA MURRAY	\$107.55	NUTRITION REFUNDS
246440	NUTRITION	PAN O GOLD BAKING CO	\$5,999.42	NUTRITION SUPPLIES
246441	NUTRITION	RESOURCE SERVICES INC	\$2,497.80	MAINT SERVICE
246442	NUTRITION	LORI SCHNEPF	\$131.84	NUTRITION REFUNDS
246443	NUTRITION	SCHOOL NUTRITION ASSOC OF IOWA	\$775.00	ADMIN SERVICE
246444	NUTRITION	JULIE J STONEBURNER	\$73.50	NUTRITION REFUNDS
246445	NUTRITION	CYNTHIA WOHLFORD	\$70.70	NUTRITION REFUNDS
		<i>NUTRITION FUND SUB-TOTAL</i>	<i>\$314,988.43</i>	
51764	NUTRITION	GREAT WESTERN BANK VISA	\$2,073.22	SEE VISA DETAIL
		<i>NUTRITION FUND SUB-TOTAL</i>	<i>\$2,073.22</i>	
		<i>NUTRITION FUND GRAND TOTAL</i>	<i>\$317,061.65</i>	

This is to certify that the following expenditures have been approved this 6th day of June, 2022

General Fund/Student Activity/Capital Projects/PPEL/Debt Service/SAVE	\$ 5,238,499.00
Childcare Fund	\$ 828.05
Nutrition Fund	\$ 317,061.65

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Trent Murphy, President

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Ryan Weldon, Vice President

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Sarah Barthole

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Joy Burk

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Katie Claeys

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Aaron Johnson

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Amy Tagliareni

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Jennifer Jamison, Board Secretary

PAID BILLS LISTING JUNE 6, 2022  
 ANKENY CSD BOARD MEETING FISCAL 2021-22

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

<b>VENDOR</b>	<b>AMOUNT</b>
<b>Read to Them</b>	<b>3,902.00</b>
<b>Lashier Graphics</b>	<b>2,409.69</b>
<b>Institute for Diversity Certification</b>	<b>2,238.50</b>
<b>Dept of Public Safety</b>	<b>2,000.00</b>
<b>Americinn</b>	<b>1,848.96</b>
<b>Baudville</b>	<b>1,769.46</b>
<b>Amazon</b>	<b>1,535.40</b>
<b>Main Street Café</b>	<b>1,533.25</b>
<b>Govdeals.com</b>	<b>1,376.00</b>
<b>WorkPlace Pro</b>	<b>1,202.25</b>
<b>Varsity Bound</b>	<b>1,195.00</b>
<b>Drake University</b>	<b>1,090.00</b>
<b>Personalization Mall</b>	<b>1,010.98</b>
<b>Vist Print</b>	<b>910.53</b>
<b>Chick Fil A</b>	<b>827.88</b>
<b>Hampton Inn</b>	<b>763.20</b>
<b>Music Theatre International</b>	<b>750.00</b>
<b>Science Center of Iowa</b>	<b>750.00</b>
<b>Avery Products</b>	<b>740.00</b>
<b>National Assoc of Elementary School Principals</b>	<b>734.44</b>
<b>Mercy College of Health Science</b>	<b>684.00</b>
<b>Olive Garden</b>	<b>675.00</b>
<b>American Association of Teachers of French</b>	<b>660.25</b>
<b>Hand2Mind</b>	<b>637.98</b>
<b>Allegiant Air</b>	<b>606.97</b>
<b>Best Buy</b>	<b>601.84</b>
<b>Walmart</b>	<b>584.89</b>
<b>Great Western Bank</b>	<b>576.84</b>
<b>University of Texas at Arlington</b>	<b>550.00</b>
<b>Skateland</b>	<b>510.00</b>
<b>Snaadt Media Group</b>	<b>499.00</b>
<b>Pizza Ranch</b>	<b>465.78</b>
<b>Follett School Solutions</b>	<b>402.39</b>
<b>RevRobotics</b>	<b>377.24</b>
<b>Country Inn &amp; Suites</b>	<b>366.24</b>
<b>Hyatt</b>	<b>360.93</b>
<b>Hy-Vee</b>	<b>351.71</b>
<b>The Fletcher, Ankeny</b>	<b>326.70</b>
<b>Ginnie Coleman Photography</b>	<b>321.00</b>
<b>American Assoc of Teachers of Spanish &amp; Portuguese</b>	<b>310.00</b>
<b>Wipebook Corp.</b>	<b>299.94</b>
<b>Staples</b>	<b>296.76</b>
<b>Home Depot</b>	<b>291.08</b>
<b>Michael's</b>	<b>290.78</b>
<b>Reiman Gardens, Iowa State</b>	<b>280.00</b>
<b>Broadway Licensing</b>	<b>266.57</b>
<b>Academy of Nutrition and Dietetics</b>	<b>264.00</b>
<b>Sam's Club</b>	<b>258.73</b>

PAID BILLS LISTING JUNE 6, 2022  
 ANKENY CSD BOARD MEETING FISCAL 2021-22

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

<b>VENDOR</b>	<b>AMOUNT</b>
<b>Creative Costuming</b>	<b>250.00</b>
<b>Google Ads</b>	<b>243.20</b>
<b>Jimmy John's</b>	<b>236.76</b>
<b>Oak Hill Brand Corp.</b>	<b>236.00</b>
<b>Indeed.com</b>	<b>228.93</b>
<b>Ames Fitness</b>	<b>220.00</b>
<b>Harbor Freight</b>	<b>216.93</b>
<b>Domino's</b>	<b>216.15</b>
<b>Little Caesars</b>	<b>208.68</b>
<b>Toronto Zoo</b>	<b>201.66</b>
<b>Tavern 180</b>	<b>201.60</b>
<b>Shutterstock</b>	<b>188.00</b>
<b>DSM Performing Arts Center</b>	<b>175.00</b>
<b>American Locksets</b>	<b>174.05</b>
<b>Casey's</b>	<b>168.80</b>
<b>Dollar Tree</b>	<b>163.75</b>
<b>LinkedIn</b>	<b>160.47</b>
<b>Walgreen's</b>	<b>158.25</b>
<b>Hickory Park</b>	<b>144.85</b>
<b>Quizlet.com</b>	<b>143.96</b>
<b>Teacherspayteachers.com</b>	<b>143.36</b>
<b>Math Olympiad</b>	<b>143.00</b>
<b>Watertronics</b>	<b>125.80</b>
<b>Taco Tico</b>	<b>125.62</b>
<b>Enterprise Rent-a-Car</b>	<b>120.06</b>
<b>Papa John's</b>	<b>107.66</b>
<b>Seed Savers Exchange</b>	<b>107.18</b>
<b>Paperless Post</b>	<b>100.00</b>
<b>Fire King International</b>	<b>100.00</b>
<b>Raptor Technologies</b>	<b>100.00</b>
<b>OTC Brands, Inc.</b>	<b>98.81</b>
<b>One Twenty Six</b>	<b>97.00</b>
<b>Trophy Depot</b>	<b>90.35</b>
<b>Thinking Collaborative</b>	<b>90.00</b>
<b>Book Outlet</b>	<b>83.07</b>
<b>JoAnn Stores</b>	<b>63.33</b>
<b>Music in Motion</b>	<b>58.45</b>
<b>Gannett</b>	<b>51.00</b>
<b>IowaAgriculture.gov</b>	<b>50.00</b>
<b>Screencastify</b>	<b>49.00</b>
<b>Lightspeed Technologies</b>	<b>48.00</b>
<b>MailChimp</b>	<b>46.99</b>
<b>Lowe's</b>	<b>46.96</b>
<b>Java Joe's Coffeehouse</b>	<b>43.00</b>
<b>Screenful Oy</b>	<b>43.00</b>
<b>Insect Lore Education</b>	<b>40.88</b>
<b>Adobe</b>	<b>37.09</b>
<b>Ankeny Hardware</b>	<b>36.38</b>

PAID BILLS LISTING JUNE 6, 2022  
 ANKENY CSD BOARD MEETING FISCAL 2021-22

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

<b>VENDOR</b>	<b>AMOUNT</b>
<b>LessonPix Inc.</b>	<b>36.00</b>
<b>QR.io Generator</b>	<b>35.00</b>
<b>Greenwood Heineman</b>	<b>34.00</b>
<b>Facebook (Job Ad)</b>	<b>32.12</b>
<b>North Coast Medical, Inc.</b>	<b>31.98</b>
<b>Woodsmith Magazine</b>	<b>29.00</b>
<b>Café Diem</b>	<b>25.42</b>
<b>Craigslist (Job Ad)</b>	<b>25.00</b>
<b>Java House</b>	<b>19.50</b>
<b>US Postal Service</b>	<b>19.09</b>
<b>EasyKeys.com</b>	<b>17.74</b>
<b>Dunkin' Donuts</b>	<b>17.28</b>
<b>UPS Store</b>	<b>15.27</b>
<b>Boomerang</b>	<b>14.99</b>
<b>Kala Brands</b>	<b>14.98</b>
<b>Fleet Farm</b>	<b>12.68</b>
<b>SignUp Genius</b>	<b>11.99</b>
<b>Etsy.com</b>	<b>11.66</b>
<b>New York Times</b>	<b>7.95</b>
<b>Arty Crafty Kids</b>	<b>5.00</b>
<b>Target</b>	<b>(22.90)</b>
<b>BDS Laundry Systems</b>	<b>(27.27)</b>
<b>Seesaw Learning</b>	<b>(120.00)</b>
<b>Total</b>	<b>47,133.67</b>





**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Personnel Report

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Personnel_Report_6.6.22.pdf</a>	Personnel Report 6.6.22	Support Document	6/3/2022



## ANKENY COMMUNITY SCHOOL DISTRICT

### ***AMENDED Personnel Memorandum June 6, 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.*

### **SY 22-23**

\*pending background check and/or post offer physical assessment

#### **Appointments - Certified**

<b>Employee</b>	<b>Position</b>	<b>Location</b>	<b>Notes</b>
Thomas Alsamhan	Business Teacher	Centennial High	
Samantha Wray	4th Grade Teacher	Northeast Elementary	
Hannah Winters	Instructional Coach (TLC)	Prairie Ridge Middle School	Transferred from 7th Grade Math at Prairie Ridge Middle School
Matthew Klingner	Special Education Teacher-Strat I-Literacy Focus	Southview Middle School	
Kim Moyle	9th Grade Language Arts	Northview Middle School	
Madison Zirretta	Instructional Coach	Ashland Ridge Elementary	Transferring from 1st Grade Teacher at Ashland Ridge Elementary
Mickayla Willison	Biology Teacher	Ankeny High	
John Petersen	.5 Math	Centennial High	
Malory Smith	5th Grade Teacher	Westwood Elementary	Pending Background Check
Kelly Ugolini	4th Grade Teacher	Westwood Elementary	Pending Background Check
Chelsea Brinkheide	School Nurse	Westwood Elementary	

Vanessa Hoffmann	Special Education Teacher	Centennial High	
Danielle DeLange	2nd Grade Teacher	Heritage Elementary	Reassigned from Kindergarten at Heritage Elementary
<b>Margaret Huguen</b>	<b>Literacy Teacher</b>	<b>Prairie Ridge Middle School</b>	
<b>Molly Weesner</b>	<b>Family &amp; Consumer Sciences Teacher</b>	<b>Prairie Ridge Middle School</b>	<b>Transferred from Health Teacher at Prairie Ridge</b>
<b>Johanna Russell</b>	<b>Art Teacher</b>	<b>Northwest Elementary</b>	<b>Reassigned from SBSS at Northwest Elementary</b>

### Resignations - Certified

Employee	Position	Location	Notes
Katie Gisler	2nd Grade Teacher	Heritage Elementary	Resignation
Breanne Andorf	1st Grade Teacher	Heritage Elementary	Resignation
Joni Klemesrud	7th Grade Literacy	Parkview Middle School	Resignation
James Hansen	9th Grade English	Southview Middle School	Resignation
Melyssa Kelly	2nd Grade Teacher	Westwood Elementary	Resignation
Jenna Colosimo	4th Grade Teacher	Northwest Elementary	Resignation

### Appointments - Classified / Confidential

Employee	Position	Location	Notes
Cindy Rohlfen	Building Secretary - 9 Month	Parkview Middle School	
Camy Eisentrager	Building Secretary - 9 Month	Ashland Ridge Elementary	Transferring from Part-Time General Ed Associate at Ashland Ridge Elementary
Rachel Crawford	Building Secretary - 9 Month	Rock Creek Elementary	Pending Background Check
Tiffany Beavers	Building Secretary - 10 Month	Rock Creek Elementary	Transferring from 12 Month Secretary at Prairie Ridge Middle School
Brenda Guerne	Special Education Associate	Prairie Ridge Middle School	Reassigned from Special Education Associate at Rock Creek Elementary
Marcie Ford	Lead Associate	Prairie Trail Elementary	Moving to LEAD position
Jennifer Brown	Lead Associate	Ashland Ridge Elementary	Moving to LEAD position

Elizabeth Boyd	Building Secretary - 10 Months	Centennial High	Reassigned from 9 month secretary to 10 month
Danielle Culver	Lead Associate	Prairie Ridge Middle School	Moving to LEAD position

### Resignations - Classified / Confidential

Employee	Position	Location	Notes
Theresa Gerbes	Special Education Associate	Crocker Elementary	Resignation
Alison Wiley	Study Hall Associate	Parkview Middle School	Resignation
Jaime Hansen	Special Education Associate	Terrace Learning Center	Resignation
Vildana Ramic	Special Education Associate	Westwood Elementary	Resignation
Paige Apland	Special Education Associate	Centennial High	Resignation
Tonya Buren	Special Education Associate	Ashland Ridge Elementary	Resignation
Jodi Bendezu	Teacher Associate	Northeast Elementary	Resignation
De Anne Carlson	Interpreter	Centennial High	Resignation

### Appointments - Administrative

Employee	Position	Location	Notes
Kevin Biggs	Principal	Southview Middle School	
Stephanie Brown	Assistant Principal	Westwood Elementary	
Jason Young	Safety Coordinator	District Office	Pending Background Check

### Resignations - Administrative

Employee	Position	Location	Notes
Kelsie Goodman	Associate Principal	Ankeny High	Resignation
Adam Busch	Associate Principal	Centennial High	Resignation

### Appointments - Extra-Curricular

Employee	Position	Location	Notes
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Scott Sammons	9th Assistant Football	Southview	
Tyler McDonald	Student Leadership Council	Southview	
Matthew Johnson	Assistant JV Wrestling	Ankeny High	
Adam Booth	8th Head Boys Track	Southview	Reassigned from Assistant Varsity Boys Track
Greg Brcka	10th Head Football	Centennial High	Reassigned from 10th Assistant Varsity Football
Cody Cooper	Assistant Football	Centennial High	Reassigned from 10th Assistant Varsity Football
Emina Kovacevic	Prom Chairperson Sponsor	Ankeny High	
Gary Birdwell	Assistant Boys Track	Ankeny High	
Madison Fuller	Student Leadership Council	Prairie Ridge	

### Resignations - Extra Curricular

Employee	Position	Location	Notes
Peter Rameh	Assistant Girls Soccer	Centennial High	
McKena Booth	8th Assistant Girls Cross Country	Southview	



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Open Enrollment

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Open_Enrollment_6.20.22.pdf</a>	Open Enrollment 6.20.22	Support Document	6/15/2022

**Open Enrollment – 06/20/22 Board Agenda**

<b>Name</b>	<b>Grade</b>	<b>Resident District</b>	<b>Receiving District</b>	<b>School Year</b>
Nina King	K	Ames	Ankeny	2022-23
Chelsi Hartzler	7	Southeast Polk	Ankeny	2022-23
Ulysses Peden	2	Waukee	Ankeny	2022-23
Jackson Biondi	9	Ankeny	DMPS	2022-23
Noah Dunkin	2	Ankeny	North Polk	2022-23
Samantha Nicolet	11	Ankeny	Saydel	2022-23
Grayson Severs	1	Ankeny	Saydel	2022-23
Kali Bunch	K	Ankeny	Southeast Polk	2022-23

***Superintendent Recommendation: Approve above open enrollment requests.***

Mung Kip	K	DMPS	Ankeny	2022-23
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***Superintendent Recommendation: Deny above open enrollment requests.***

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



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Paid Bills

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">June_20_2022_Paid_Bills.pdf</a>	June 20, 2022 Paid Bills	Support Document	6/16/2022



PAID BILLS LISTING JUNE 20, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466829	GENERAL	FIDELITY SECURITY LIFE	\$10,267.48	OTHER DISBURSEMENT
466830	GENERAL	COLONIAL LIFE PROCESSING CENTER	\$59.10	OTHER DISBURSEMENT
	GENERAL	COLONIAL LIFE PROCESSING CENTER	\$195.76	OTHER DISBURSEMENT
	GENERAL	COLONIAL LIFE PROCESSING CENTER	\$124.85	OTHER DISBURSEMENT
466831	GENERAL	MADISON NATIONAL LIFE INSURANCE CO.	\$14,501.84	INSTR DISBURSEMENT
	GENERAL	MADISON NATIONAL LIFE INSURANCE CO.	\$9,509.37	INSTR DISBURSEMENT
466832	GENERAL	UHS PREMIUM BILLING	\$1,226,436.78	OTHER DISBURSEMENT
466833	GENERAL	GENERAL FUND - DENTAL SERVICE	\$89.79	OTHER DISBURSEMENT
466834	GENERAL	GREAT WESTERN BANK	\$2,814.98	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$658.32	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$2,052.76	OTHER DISBURSEMENT
466835	GENERAL	ISOLVED BENEFIT SERVICES	\$35.01	OTHER DISBURSEMENT
466836	GENERAL	TREASURER STATE OF IOWA	\$1,066.30	OTHER DISBURSEMENT
466837	GENERAL	COLLECTION SERVICES CENTER	\$563.26	OTHER DISBURSEMENT
466838	GENERAL	ROTH - COMMON REMITTER	\$675.00	OTHER DISBURSEMENT
466839	GENERAL	COMMON REMITTER SERVICES	\$3,608.01	OTHER DISBURSEMENT
466840	GENERAL	GENERAL FUND - DENTAL SERVICE	\$6,527.03	OTHER DISBURSEMENT
466841	GENERAL	GREAT WESTERN BANK	\$98,170.78	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$38,338.95	OTHER DISBURSEMENT
	GENERAL	GREAT WESTERN BANK	\$22,959.16	OTHER DISBURSEMENT
466842	GENERAL	IOWA DEPARTMENT OF REVENUE	\$166.25	OTHER DISBURSEMENT
466843	GENERAL	ISOLVED BENEFIT SERVICES	\$96.95	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$60.00	OTHER DISBURSEMENT
	GENERAL	ISOLVED BENEFIT SERVICES	\$4,090.47	OTHER DISBURSEMENT
466844	GENERAL	NORTHERN HILLS COLLECTIONS INC	\$168.29	OTHER DISBURSEMENT
466845	GENERAL	POLK COUNTY SHERIFF	\$34.07	OTHER DISBURSEMENT
466846	GENERAL	TREASURER STATE OF IOWA	\$23,196.32	OTHER DISBURSEMENT
466847	GENERAL	UNITED STATES TREASURY	\$449.20	OTHER DISBURSEMENT
466849	GENERAL	ABC PEST CONTROL	\$1,471.20	MAINT SERVICE
466850	GENERAL	ABLENET	\$120.00	INSTR SUPPLIES
466851	ATHLETIC	ACE FUNDRAISING	\$5,466.00	INSTR SUPPLIES
466852	GENERAL	ACKELSON SHEET METAL INC	\$783.00	MAINT SERVICE
466853	GENERAL	ADVENTURE LIGHTING INC	\$1,595.78	MAINT SUPPLIES
466854	ACTIVITY	ADVENTURELAND	\$1,440.00	INSTR DUES
466855	GENERAL	AHLERS AND COONEY P.C.	\$363.00	ADMIN SERVICE
466856	ATHLETIC	MARK AMADEO	\$248.00	INSTR OFFICIALS
466857	GENERAL	AMAZON BUSINESS	\$16.97	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$2,965.25	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$345.76	INSTR BOOKS
	GENERAL	AMAZON BUSINESS	\$368.50	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$145.92	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,238.81	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$254.80	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$238.10	ADMIN SUPPLIES
466858	GENERAL	AMES COMM SCHOOL DISTRICT	\$3,694.45	INSTR TUITION
	ATHLETIC	AMES COMM SCHOOL DISTRICT	\$185.00	INSTR DUES
466859	ATHLETIC	AMES HIGH SCHOOL	\$125.00	INSTR DUES
466860	ATHLETIC	AMES MIDDLE SCHOOL	\$130.00	INSTR DUES
466861	ATHLETIC	CHRISTOPHER SCOTT ANDERSON	\$135.00	INSTR OFFICIALS
466862	ATHLETIC	HOLLY W ANDERSON	\$499.60	INSTR TRAVEL
466863	GENERAL	ANKENY HARDWARE	\$22.68	MAINT SUPPLIES
	ACTIVITY	ANKENY HARDWARE	\$267.70	INSTR SUPPLIES
	GENERAL	ANKENY HARDWARE	\$20.38	MAINT SUPPLIES
466864	GENERAL	ANKENY SCHOOL FOUNDATION	\$75.00	INSTR REFUNDS
466865	ATHLETIC	APPLE COMPUTER INC	\$296.85	INSTR SUPPLIES
466866	GENERAL	APPLES OF GOLD CENTER FOR LEARNING	\$650.00	ADMIN SERVICE
466867	GENERAL	ARBOR SCIENTIFIC	\$1,543.45	INSTR SUPPLIES
466868	GENERAL	ARC IOWA PT PLUS LLC	\$1,450.00	ADMIN SERVICE
466869	GENERAL	AREA EDUCATION AGENCY 11	\$12.50	INSTR SUPPLIES
466870	GENERAL	ARNOLD MOTOR SUPPLY	\$10.97	MAINT SUPPLIES
466871	GENERAL	JANNETTE ATCHISON	\$125.99	OTHER DISBURSEMENT

PAID BILLS LISTING JUNE 20, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

Check Number	Transaction Fund	Vendor Name	Transaction Amount	Remarks
466872	NON STUDENT AGENCY	ATLANTIC BOTTLING CO.	\$48.52	INSTR SUPPLIES
466873	GENERAL	B & H PHOTO-VIDEO	\$2,801.76	INSTR SUPPLIES
466874	GENERAL	BACKGROUND INVESTIGATION BUREAU LLC	\$1,565.50	ADMIN SERVICE
466875	ATHLETIC	HEATH BANKS	\$148.50	INSTR OFFICIALS
466876	GENERAL	CHRISTIAN D BAUGHMAN	\$33.65	INSTR SUPPLIES
466877	ATHLETIC	VAUGHN BELL	\$125.00	INSTR OFFICIALS
466878	ATHLETIC	PAUL BIRD	\$143.00	INSTR OFFICIALS
466879	GENERAL	JILL BJORKLUND	\$262.50	ADMIN SERVICE
466880	GENERAL	DICK BLICK	\$9,806.39	INSTR SUPPLIES
466881	GENERAL	BOBS CUSTOM TROPHIES	\$788.50	ADMIN SUPPLIES
	ATHLETIC	BOBS CUSTOM TROPHIES	\$363.00	INSTR SUPPLIES
466882	ATHLETIC	DREW BOFFELI	\$135.00	INSTR OFFICIALS
466883	ATHLETIC	MATT BOHLMANN	\$125.00	INSTR OFFICIALS
466884	ATHLETIC	BONDURANT FARRAR COMMUNITY SCH	\$150.00	INSTR DUES
466885	GENERAL	THE BOOKSOURCE	\$593.48	INSTR BOOKS
466886	GENERAL	BOONE COMMUNITY SCHOOL DISTRICT	\$27,708.38	INSTR TUITION
466887	ATHLETIC	WILLIAM L BURCHETT	\$43.00	INSTR OFFICIALS
466888	GENERAL	CAPITAL SANITARY SUPPLY CO INC	\$6,664.83	MAINT SUPPLIES
466889	ATHLETIC	CARLISLE COMMUNITY SCHOOL DISTRICT	\$240.00	INSTR DUES
466890	GENERAL	CARQUEST AUTO PARTS	\$35.95	MAINT SUPPLIES
466891	ACTIVITY	BRAXTON CARR	\$9,850.00	INSTR SERVICE
466892	GENERAL	MEREDITH CASKEY	\$799.90	ADMIN SERVICE
466893	GENERAL	CEDAR RAPIDS COMM. SCHOOL DISTRICT	\$3,694.44	INSTR TUITION
466894	NON STUDENT AGENCY	CENTRAL IOWA METRO LEAGUE	\$5,055.15	INSTR SERVICE
466895	PPEL	CENTRAL STATES ROOFING	\$64,980.00	CONSTRUCT SERVICE
466896	GENERAL	CHEMSEARCH	\$939.47	MAINT SERVICE
466897	GENERAL	CINTAS	\$412.54	MAINT SUPPLIES
466898	GENERAL	CIT CHARTERS	\$1,514.89	TRANSP SERVICE
466899	GENERAL	CITY OF ANKENY - WATER	\$706.82	MAINT SERVICE
466900	GENERAL	CLAYTON RIDGE COMMUNITY SCHOOLS	\$62,754.80	INSTR TUITION
466901	GENERAL	THE COLLEGE BOARD	\$77,737.00	INSTR SUPPLIES
466902	ATHLETIC	CHRISTOPHER CONLEE	\$125.00	INSTR OFFICIALS
466903	GENERAL	KARI L CONLEY	\$24.64	ADMIN TRAVEL
466904	ACTIVITY	NATHAN COOMBES	\$973.08	INSTR TRAVEL
466905	GENERAL	COVER ONE INC	\$66.90	MEDIA SUPPLIES
466906	ATHLETIC	CATHERINE CREIGHTON	\$248.00	INSTR OFFICIALS
466907	ACTIVITY	CROSSROADS PERCUSSION	\$700.00	INSTR DUES
466908	GENERAL	CYCLONE AWARDS & ENGRAVING INC	\$261.60	INSTR SUPPLIES
	NON STUDENT AGENCY	CYCLONE AWARDS & ENGRAVING INC	\$65.40	INSTR SUPPLIES
	GENERAL	CYCLONE AWARDS & ENGRAVING INC	\$327.00	INSTR SUPPLIES
466909	GENERAL	DALLAS CENTER-GRIMES COMM SCHOOL DI	\$29,555.60	INSTR TUITION
466910	ATHLETIC	DANNCO INC	\$689.22	INSTR SUPPLIES
466911	ATHLETIC	DECKER SPORTING GOODS INC	\$1,405.84	INSTR SUPPLIES
466912	GENERAL	DEMCO INC.	\$117.81	MEDIA SUPPLIES
466913	GENERAL	DENNIS SUPPLY CO	\$92.76	MAINT SUPPLIES
466914	GENERAL	DES MOINES STEEL FENCE CO. INC	\$1,125.00	MAINT SERVICE
466915	SAVE - CP	DEVRIES ELECTRIC INC	\$120,246.25	CONSTRUCT SERVICE
466916	ATHLETIC	MIKE DICK	\$86.00	INSTR OFFICIALS
466917	GENERAL	DRI-STICK DECAL CORP	\$420.00	ADMIN SUPPLIES
466918	ATHLETIC	DRUE WOLFE	\$1,000.00	INSTR SERVICE
466919	ATHLETIC	MAX DUNLAP	\$245.00	INSTR OFFICIALS
466920	GENERAL	DURHAM SCHOOL SERVICES	\$570,879.27	TRANSP SERVICE
	ACTIVITY	DURHAM SCHOOL SERVICES	\$224.87	TRANSP SERVICE
	GENERAL	DURHAM SCHOOL SERVICES	\$83,488.53	TRANSP SERVICE
466921	GENERAL	EAB	\$26,887.00	ADMIN SERVICE
466922	GENERAL	EASTER SEALS	\$75.00	INSTR SUPPLIES
466923	GENERAL	ECHO ELECTRIC SUPPLY CO	\$841.33	MAINT SUPPLIES
466924	GENERAL	ELITE GLASS AND METAL LLC	\$855.00	MAINT SERVICE
466925	GENERAL	EMBARK IT INC	\$1,499.00	ADMIN EQUIP
466926	GENERAL	ENABLING DEVICES	\$127.95	INSTR SUPPLIES
466927	GENERAL	FIBER PLATFORM LLC	\$2,828.00	ADMIN SERVICE

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466928	GENERAL	FILTER SHOP INC.	\$605.25	MAINT SERVICE
	GENERAL	FILTER SHOP INC.	\$567.92	MAINT SUPPLIES
	GENERAL	FILTER SHOP INC.	\$57.83	MAINT SUPPLIES
466929	GENERAL	FIRST INTERSTATE BANK	\$383.82	OTHER DISBURSEMENT
466930	GENERAL	FOLLETT CONTENT SOLUTIONS LLC	\$491.05	MEDIA BOOKS
466931	GENERAL	FOLLETT SCHOOL SOLUTIONS	\$162.00	MEDIA SUPPLIES
466932	GENERAL	FORMLABS INC	\$223.06	INSTR SUPPLIES
466933	ATHLETIC	FORT DODGE COMMUNITY SCHOOL	\$50.00	INSTR DUES
466934	GENERAL	FRANKLINCOVEY	\$35,139.76	ADMIN SERVICE
466935	GENERAL	FRONTSTREAM HOLDINGS LLC	\$418.50	ADMIN SERVICE
466936	ATHLETIC	DENNIS FRYE	\$125.00	INSTR OFFICIALS
466937	ACTIVITY	FUTURE BUSINESS LEADERS OF AMERICA	\$252.00	INSTR DUES
466938	GENERAL	GALLAGHER BENEFIT SERVICES INC	\$5,000.00	ADMIN SERVICE
466939	GENERAL	GENERAL FIRE & SAFETY EQUIPMENT	\$79.00	MAINT SERVICE
466940	GENERAL	GILBERT COMMUNITY SCHOOL DISTRICT	\$5,911.11	INSTR TUITION
466941	GENERAL	EMILI GONZALEZ	\$65.64	OTHER DISBURSEMENT
466942	GENERAL	GOPHER SPORT	\$1,506.02	INSTR SUPPLIES
466943	GENERAL	W.W. GRAINGER INC.	\$785.49	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$354.80	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$583.33	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$309.63	MAINT SUPPLIES
	GENERAL	W.W. GRAINGER INC.	\$92.50	MAINT SUPPLIES
466944	GENERAL	GRAYBAR ELECTRIC COMPANY INC	\$7,687.48	MAINT SUPPLIES
466945	ATHLETIC	TYLAR GREENE	\$125.00	INSTR OFFICIALS
466946	ATHLETIC	JORGE HARWOOD	\$123.00	INSTR OFFICIALS
466947	ATHLETIC	JOE A HAVENHILL	\$143.00	INSTR OFFICIALS
466948	GENERAL	HEARTLAND BUSINESS SYSTEMS LLC	\$112,160.59	ADMIN SUPPLIES
	GENERAL	HEARTLAND BUSINESS SYSTEMS LLC	\$32,565.00	ADMIN SERVICE
466949	ATHLETIC	DARREN A HERROLD	\$123.00	INSTR OFFICIALS
466950	GENERAL	HOUGHTON-MIFFLIN COMPANY	\$2,923.80	INSTR BOOKS
466951	ATHLETIC	TYLER M HOVICK	\$135.00	INSTR OFFICIALS
466952	GENERAL	HYDRONIC ENERGY INC.	\$43.46	MAINT SUPPLIES
	GENERAL	HYDRONIC ENERGY INC.	\$5,980.00	MAINT SUPPLIES
466953	ACTIVITY	HY-VEE - N. ANKENY BLVD	\$19.31	INSTR SUPPLIES
	NON STUDENT AGENCY	HY-VEE - N. ANKENY BLVD	\$23.96	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$43.36	ADMIN SUPPLIES
	ATHLETIC	HY-VEE - N. ANKENY BLVD	\$67.94	INSTR SUPPLIES
	GENERAL	HY-VEE - N. ANKENY BLVD	\$155.59	INSTR SUPPLIES
466954	ATHLETIC	HY-VEE - PRAIRIE TRAIL	\$27.98	INSTR SUPPLIES
	ACTIVITY	HY-VEE - PRAIRIE TRAIL	\$173.04	INSTR SUPPLIES
466955	GENERAL	IAT INTERACTIVE LLC	\$478.00	INSTR SUPPLIES
466956	ATHLETIC	INDIAN HILLS JR. HIGH SCHOOL	\$70.00	INSTR DUES
466957	ATHLETIC	INDIANOLA ATHLETIC DEPARTMENT	\$60.00	INSTR DUES
466958	GENERAL	INFOMAX OFFICE SYSTEMS	\$2,183.53	ADMIN SUPPLIES
	GENERAL	INFOMAX OFFICE SYSTEMS	\$2,215.96	ADMIN SERVICE
	GENERAL	INFOMAX OFFICE SYSTEMS	\$160.00	ADMIN SERVICE
466959	GENERAL	INSTRUCTIONAL COACHING GROUP LLC	\$124.93	ADMIN SUPPLIES
466960	GENERAL	INTERSTATE ALL BATTERY CENTER	\$881.45	MAINT SUPPLIES
466961	GENERAL	IOWA ASSOC OF SCHOOL BOARDS	\$150.00	ADMIN DUES
466962	GENERAL	IOWA ASSOCIATION OF SCHOOL BUSINESS	\$700.00	ADMIN DUES
466963	GENERAL	IOWA COMMUNICATIONS NETWORK	\$394.41	ADMIN SERVICE
466964	ATHLETIC	IOWA HIGH SCHOOL ATHLETIC ASSOC.	\$150.00	INSTR SUPPLIES
466965	GENERAL	IOWA HOME CARE WEST DES MOINES	\$12,075.00	INSTR SERVICE
466966	GENERAL	IOWA INTERNATIONAL CENTER	\$750.00	ADMIN SERVICE
466967	GENERAL	UNDERGROUND LOCATION COMPANY	\$539.60	MAINT SERVICE
466968	GENERAL	IOWA READING ASSOCIATION	\$3,990.00	ADMIN SERVICE
466969	ATHLETIC	IOWA STATE BAR ASSOCIATION	\$200.00	INSTR DUES
466970	GENERAL	IOWA STATE UNIVERSITY	\$15,400.00	ADMIN SERVICE
	GENERAL	IOWA STATE UNIVERSITY	\$400.00	MAINT SERVICE
	GENERAL	IOWA STATE UNIVERSITY	\$5,500.00	MAINT SERVICE
466971	ATHLETIC	JEROLD R JAEGER	\$250.00	INSTR OFFICIALS

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466972	ATHLETIC	WILLIAM J JESSE	\$86.00	INSTR OFFICIALS
466973	GENERAL	JOSTENS	\$197.75	ADMIN SUPPLIES
	GENERAL	JOSTENS	\$100.54	ADMIN SUPPLIES
466974	ATHLETIC	ADAM JUHL	\$86.00	INSTR OFFICIALS
466975	ATHLETIC	MICHAEL KAISER	\$86.00	INSTR OFFICIALS
466976	GENERAL	KELE INC	\$674.40	MAINT SUPPLIES
466977	ATHLETIC	WILLIAM KELLY	\$180.00	INSTR OFFICIALS
466978	GENERAL	KENDALL HUNT PUBLISHING COMPANY	\$3,900.00	INSTR SUPPLIES
466979	ATHLETIC	THOMAS KIRK	\$135.00	INSTR OFFICIALS
466980	ATHLETIC	DEAN KIRKPATRICK	\$270.00	INSTR OFFICIALS
466981	ATHLETIC	CHRIS KNEE	\$123.00	INSTR OFFICIALS
466982	ATHLETIC	JOHN T KOPECKY	\$120.00	INSTR OFFICIALS
466983	SAVE - CP	KRUCK PLUMBING & HEATING CO INC	\$99,120.15	CONSTRUCT SERVICE
466984	ATHLETIC	BLAKE KRUGER	\$240.00	INSTR OFFICIALS
466985	GENERAL	LAKESHORE LEARNING MATERIALS	\$61.69	INSTR SUPPLIES
466986	GENERAL	LANGFORD INTERNATIONAL INC	\$170.50	ADMIN SUPPLIES
466987	GENERAL	LANGUAGETECH INC	\$298.35	ADMIN SERVICE
466988	ATHLETIC	GREGORY LEACH	\$125.00	INSTR OFFICIALS
466989	ACTIVITY	SAMUEL STEPHAN LEE	\$400.00	INSTR SERVICE
466990	SAVE - CP	LIBRARY FURNITURE INTERNATIONAL INC	\$5,080.00	CONSTRUCT EQUIP
	SAVE - CP	LIBRARY FURNITURE INTERNATIONAL INC	\$49,750.00	CONSTRUCT SUPPLIES
466991	GENERAL	LIVING HISTORY FARMS	\$684.75	INSTR DUES
466992	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$80.00	MEDIA SUPPLIES
	GENERAL	MACKIN EDUCATIONAL RESOURCES	\$579.11	INSTR SUPPLIES
466993	GENERAL	MAIL SERVICES LLC	\$1,439.12	ADMIN SERVICE
466994	GENERAL	MAJESTIC LIMOUSINE SERVICE LLC	\$2,168.40	TRANSP SERVICE
466995	NON STUDENT AGENCY	MARTIAL ARTS AMERICA LTD	\$277.50	COMM ENG SERVICE
466996	GENERAL	MARTIN BROTHERS	\$1,166.79	INSTR SUPPLIES
	ACTIVITY	MARTIN BROTHERS	\$42.94	INSTR SUPPLIES
466997	GENERAL	TREVOR MCDOWELL	\$412.11	ADMIN TRAVEL
466998	GENERAL	JESSICA MCGRAW	\$102.84	MEDIA REFUNDS
466999	ATHLETIC	PAUL MEFFORD	\$250.00	INSTR OFFICIALS
467000	GENERAL	MENARDS	\$65.66	MAINT SUPPLIES
	ATHLETIC	MENARDS	\$192.25	INSTR SUPPLIES
	GENERAL	MENARDS	\$686.54	INSTR SUPPLIES
	GENERAL	MENARDS	\$235.79	MAINT SUPPLIES
	GENERAL	MENARDS	\$204.97	MAINT SUPPLIES
	GENERAL	MENARDS	\$67.98	MAINT SUPPLIES
467001	ATHLETIC	MILLER MIDDLE SCHOOL	\$60.00	INSTR DUES
467002	ATHLETIC	RONALD MILLER	\$87.43	INSTR SERVICE
467003	GENERAL	MOR-4-DESIGNS LLC	\$700.00	INSTR SUPPLIES
467004	GENERAL	MUSIC IN MOTION	\$42.90	INSTR SUPPLIES
467005	GENERAL	NANOPAC INC	\$4,998.20	INSTR EQUIP
467006	GENERAL	NASCO	\$144.99	INSTR SUPPLIES
467007	ACTIVITY	NATL ASSC OF SEC SCHOOL PRINCIPAL	\$385.00	INSTR DUES
467008	ATHLETIC	NEWTON COMMUNITY SCHOOL DIST	\$100.00	INSTR DUES
467009	GENERAL	OFFICE DEPOT	\$35.67	ADMIN SUPPLIES
	GENERAL	OFFICE DEPOT	\$172.34	INSTR SUPPLIES
	GENERAL	OFFICE DEPOT	\$5,527.76	INSTR SUPPLIES
467010	SAVE - CP	OLP CONSTRUCTION LLC	\$578,273.67	CONSTRUCT SERVICE
467011	ATHLETIC	ON DECK SPORTS	\$1,785.96	INSTR SUPPLIES
	ATHLETIC	ON DECK SPORTS	\$779.00	INSTR EQUIP
467012	GENERAL	ONENECK IT SOLUTIONS	\$575.00	ADMIN SUPPLIES
467013	GENERAL	OPC DIRECT	\$2,796.66	ADMIN SUPPLIES
467014	GENERAL	BRANDON ORTIZ JR	\$137.25	ADMIN TRAVEL
467015	GENERAL	THE PAPER CORPORATION	\$8,670.40	MAINT SUPPLIES
467016	ATHLETIC	JOHN PARSONS	\$86.00	INSTR OFFICIALS
467017	GENERAL	HAILEY PASCOE	\$425.73	OTHER DISBURSEMENT
467018	GENERAL	J W PEPPER	\$326.23	INSTR SUPPLIES
467019	GENERAL	THE PERCUSSION SOURCE	\$1,891.81	INSTR SUPPLIES

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467020	GENERAL	RITA M. PEREA	\$9,000.00	ADMIN SERVICE
467021	GENERAL	PERFICUT LAWN & LANDSCAPE INC	\$360.00	MAINT SERVICE
467022	ATHLETIC	PERFORMANCE AWARDS CENTER	\$981.75	INSTR SUPPLIES
467023	ATHLETIC	PERRY HIGH SCHOOL	\$100.00	INSTR DUES
467024	GENERAL	PHILLIPS' FLOORS INC	\$55.00	INSTR SUPPLIES
	GENERAL	PHILLIPS' FLOORS INC	\$55.00	ADMIN SUPPLIES
467025	GENERAL	PIONEER VALLEY BOOKS	\$676.50	INSTR SUPPLIES
467026	GENERAL	PLUMB SUPPLY CO.	\$1,655.87	MAINT SUPPLIES
	GENERAL	PLUMB SUPPLY CO.	\$14,894.35	MAINT SUPPLIES
	GENERAL	PLUMB SUPPLY CO.	\$193.80	MAINT SUPPLIES
467027	GENERAL	POSTMASTER	\$1,714.00	ADMIN SERVICE
467028	GENERAL	PREMIER A&B SERVICES	\$114.44	MAINT SUPPLIES
	GENERAL	PREMIER A&B SERVICES	\$28.26	MAINT SUPPLIES
	GENERAL	PREMIER A&B SERVICES	\$147.36	MAINT SUPPLIES
467029	GENERAL	CHRISTINE C PRIMROSE	\$31.95	ADMIN TRAVEL
467030	GENERAL	VILDANA RAMIC	\$295.82	OTHER DISBURSEMENT
467031	GENERAL	LAMPO GROUP LLC	\$7,770.00	ADMIN SUPPLIES
467032	GENERAL	KENNA RASMUSSEN	\$153.47	OTHER DISBURSEMENT
467033	GENERAL	RESOURCE SERVICES INC	\$480.00	MAINT SERVICE
467034	NON STUDENT AGENCY	REVTRAK	\$29.95	COMM ENG SERVICE
467035	ATHLETIC	RIDDELL/ALL AMERICAN SPORTS CORP	\$1,786.80	INSTR SUPPLIES
467036	GENERAL	FRANK RIEMAN MUSIC INC	\$632.36	INSTR SUPPLIES
	GENERAL	FRANK RIEMAN MUSIC INC	\$15.75	INSTR SERVICE
	GENERAL	FRANK RIEMAN MUSIC INC	\$10,149.00	INSTR EQUIP
467037	GENERAL	RIVERSIDE INSIGHTS	\$243.77	INSTR SERVICE
467038	ATHLETIC	LAWAYNE S ROGERS	\$143.00	INSTR OFFICIALS
467039	GENERAL	SARA ROSS	\$64.00	ADMIN REFUNDS
467040	SAVE - CP	SANDSTONE MANAGEMENT LTD.	\$94,330.25	CONSTRUCT SERVICE
467041	ATHLETIC	TODD SAVAGE	\$135.00	INSTR OFFICIALS
467042	GENERAL	SCHIPPERS ELECTRIC LLC	\$218.75	MAINT SUPPLIES
467043	ATHLETIC	CAROL E SCHLEIHS	\$172.00	INSTR OFFICIALS
467044	GENERAL	SCHOLASTIC INC	\$245.58	INSTR SUPPLIES
467045	GENERAL	SCHOLASTIC INC/MAGAZINES	\$818.68	INSTR SUPPLIES
467046	ATHLETIC	NOLAN SCHONHORST	\$120.00	INSTR OFFICIALS
467047	GENERAL	SCHOOL SPECIALTY LLC	\$313.69	INSTR SUPPLIES
467048	ATHLETIC	THOMAS D SCHREURS	\$123.00	INSTR OFFICIALS
467049	ATHLETIC	MICHAEL SCIURBA	\$125.00	INSTR OFFICIALS
467050	ATHLETIC	ROBERT SCOTT	\$265.75	INSTR TRAVEL
467051	ATHLETIC	KELLY J SEARS	\$334.00	INSTR OFFICIALS
467052	ACTIVITY	SECURITAS SECURITY SERVICES USA INC	\$161.24	INSTR SERVICE
	GENERAL	SECURITAS SECURITY SERVICES USA INC	\$204.21	ADMIN SERVICE
	ATHLETIC	SECURITAS SECURITY SERVICES USA INC	\$309.01	INSTR SERVICE
467053	ACTIVITY	SENIOR CLASS GRADUATION PRODUCTS	\$275.41	INSTR SUPPLIES
467055	GENERAL	SETPOINT MECHANICAL SERVICES LLC	\$28,604.30	MAINT SERVICE
	GENERAL	SETPOINT MECHANICAL SERVICES LLC	\$9,933.86	MAINT SUPPLIES
467056	SAVE - CP	SGH REDGLAZE HOLDINGS INC	\$86,043.40	CONSTRUCT SERVICE
467057	ATHLETIC	SHERWIN-WILLIAMS CO	\$239.22	INSTR SUPPLIES
467058	GENERAL	SLEISTER MUSIC	\$2,950.00	INSTR EQUIP
467059	ATHLETIC	DOUGLAS SMITH	\$120.00	INSTR OFFICIALS
467060	GENERAL	SMITH'S SEWER SERVICE INC	\$536.00	MAINT SERVICE
	GENERAL	SMITH'S SEWER SERVICE INC	\$150.45	MAINT SUPPLIES
467061	ATHLETIC	SOUTHEAST POLK HIGH SCHOOL	\$90.00	INSTR DUES
467062	ATHLETIC	JOHN SPROLE	\$43.00	INSTR OFFICIALS
467063	SAVE - CP	STAHL CONSTRUCTION CO.	\$82,987.06	CONSTRUCT SERVICE
467064	GENERAL	SUNDANCE	\$2,042.56	INSTR SUPPLIES
467065	GENERAL	TEACHER CREATED RESOURCES	\$48.97	INSTR SUPPLIES
467066	GENERAL	TEXTHELP INC	\$2,880.00	INSTR SERVICE
467067	GENERAL	TK ELEVATOR CORP	\$1,945.18	MAINT SERVICE
467068	ACTIVITY	NATE TOBEY	\$126.92	INSTR TRAVEL
467069	ATHLETIC	TRIBE 99 CHOREOGRAPHY LLC	\$3,500.00	INSTR SUPPLIES
467070	GENERAL	TRIPLETT OFFICE ESSENTIALS	\$441.75	ADMIN SUPPLIES

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467071	ATHLETIC	TREVOR TROTTER	\$60.00	INSTR OFFICIALS
467072	GENERAL	ULINE	\$535.28	ADMIN SUPPLIES
467073	SAVE - DEBT SERVICE	UMB (F/K/A BANKERS TRUST)	\$1,200.00	DEBT SVC SERVICE
	DEBT SERVICE	UMB (F/K/A BANKERS TRUST)	\$600.00	DEBT SVC SERVICE
467074	ATHLETIC	ANDREW UMTHUN	\$30.00	INSTR SUPPLIES
	ATHLETIC	ANDREW UMTHUN	\$57.80	INSTR TRAVEL
467075	GENERAL	UNITYPOINT AT HOME	\$12,817.50	INSTR SERVICE
467076	NON STUDENT AGENCY	UNIVERSITY OF NORTHERN IOWA	\$250.00	INSTR REFUNDS
467077	ATHLETIC	VALLEY HIGH SCHOOL	\$540.00	INSTR DUES
467078	GENERAL	VAN METER COMPANY	\$1,327.29	MAINT SUPPLIES
467079	GENERAL	VAN WALL EQUIPMENT INC	\$79.18	MAINT SUPPLIES
	GENERAL	VAN WALL EQUIPMENT INC	\$644.57	MAINT SUPPLIES
467080	GENERAL	VERITIV OPERATING CO	\$1,938.92	ADMIN SUPPLIES
467081	GENERAL	VERNIER SOFTWARE	\$341.14	INSTR SUPPLIES
467082	GENERAL	VHF SALES INC	\$1,588.00	MAINT SUPPLIES
467083	GENERAL	VIRCO INC	\$1,882.44	ADMIN SUPPLIES
	GENERAL	VIRCO INC	\$3,515.40	INSTR SUPPLIES
467084	ACTIVITY	VISAUDIO DESIGNS LLC	\$750.00	INSTR SUPPLIES
467085	GENERAL	WALSH DOOR & HARDWARE	\$1,642.52	MAINT SUPPLIES
467086	GENERAL	WARDS NATURAL SCIENCE INC	\$476.08	INSTR SUPPLIES
467087	GENERAL	WASTE MANAGEMENT OF IOWA	\$449.38	MAINT SERVICE
467088	ATHLETIC	WAUKEE COMMUNITY SCHOOLS	\$150.00	INSTR DUES
467089	ATHLETIC	WAUKEE NORTHWEST HIGH SCHOOL	\$100.00	INSTR DUES
467090	GENERAL	WD DOOR	\$453.00	MAINT SERVICE
467091	GENERAL	PAMELA WESLEY	\$2,330.38	ADMIN SERVICE
467092	GENERAL	WEST MUSIC COMPANY	\$342.38	INSTR SUPPLIES
467093	GENERAL	WEST WIND EDUCATION POLICY INC	\$4,900.00	ADMIN SERVICE
467094	GENERAL	WESTERN STATES ENVELOPE COMPANY	\$1,433.60	ADMIN SUPPLIES
467095	GENERAL	MEGAN R WILLIAMS	\$92.76	ADMIN TRAVEL
467096	GENERAL	WIPEBOOK CORP	\$1,024.31	INSTR SUPPLIES
467097	GENERAL	WOODBURN PRESS LLC	\$57.50	ADMIN SUPPLIES
467098	GENERAL	WOODWARD-GRANGER COMM. SCHOOLS	\$11,083.35	INSTR TUITION
467099	NON STUDENT AGENCY	YOUTH ENRICHMENT LEAGUE	\$3,033.50	COMM ENG SERVICE
467100	GENERAL	ZANER-BLOSER INC	\$9,617.07	INSTR BOOKS
467101	GENERAL	NAVIGATE360 LLC	\$11,000.00	MAINT SUPPLIES
467102	GENERAL	CODEHS INC	\$13,000.00	INSTR SUPPLIES
467103	GENERAL	COMPUTER INFORMATION CONCEPTS	\$38,485.00	ADMIN SERVICE
	GENERAL	COMPUTER INFORMATION CONCEPTS	\$116,114.00	ADMIN SUPPLIES
	GENERAL	COMPUTER INFORMATION CONCEPTS	\$25,242.00	ADMIN SERVICE
467104	ATHLETIC	FIRST INTERSTATE BANK	\$600.00	ATHLETIC CHANGE CASH
467105	GENERAL	IN PLANT PRINTING AND MAILING ASSOC	\$350.00	ADMIN DUES
467106	GENERAL	IOWA ASSOC OF SCHOOL BOARDS	\$12,589.00	ADMIN DUES
	GENERAL	IOWA ASSOC OF SCHOOL BOARDS	\$775.00	ADMIN SERVICE
467107	GENERAL	IOWA SCHOOL FINANCE INFORMATION SER	\$3,497.90	ADMIN DUES
467108	GENERAL	NATIONAL SCHOOL BOARD ASSOC.	\$5,335.00	ADMIN DUES
467109	GENERAL	OPG 3 INC	\$6,912.00	ADMIN SERVICE
467110	GENERAL	SEVERIN INTERMEDIATE HOLDINGS LLC	\$47,124.78	ADMIN SERVICE
467111	GENERAL	URBAN EDUCATION NETWORK OF IOWA	\$10,750.00	ADMIN DUES
		<b>GENERAL FUND SUB-TOTAL</b>	<b>\$4,388,902.38</b>	
16175	ATHLETIC	FIRST INTERSTATE BANK	\$5,700.00	ATHLETIC CHANGE CASH
16176	ATHLETIC	FIRST INTERSTATE BANK	\$9,000.00	ATHLETIC CHANGE CASH
16177	GENERAL	CITY OF ANKENY - WATER	\$35,582.83	MAINT SERVICE
16178	GENERAL	MEDIACOM	\$269.95	ADMIN SERVICE
16179	GENERAL	WINDSTREAM	\$1,045.36	ADMIN SERVICE
16187	GENERAL	AMAZON BUSINESS	\$31,295.21	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$157.97	ADMIN SUPPLIES
	ATHLETIC	AMAZON BUSINESS	\$202.73	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$113.96	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$38.29	INSTR SUPPLIES

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	GENERAL	AMAZON BUSINESS	\$297.60	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$1,554.66	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$6,024.95	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$20.31	MEDIA SUPPLIES
	GENERAL	AMAZON BUSINESS	\$19.68	MEDIA BOOKS
	GENERAL	AMAZON BUSINESS	\$115.80	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$167.71	MEDIA EQUIP
	GENERAL	AMAZON BUSINESS	\$930.28	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$2.83	MAINT SUPPLIES
	GENERAL	AMAZON BUSINESS	\$28.45	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$19.52	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$28.45	ADMIN SUPPLIES
	ACTIVITY	AMAZON BUSINESS	\$258.86	INSTR SUPPLIES
	GENERAL	AMAZON BUSINESS	\$193.35	ADMIN SUPPLIES
	GENERAL	AMAZON BUSINESS	\$153.58	ADMIN DISBURSEMENT
16188	GENERAL	INTERWORKS	\$11,000.00	ADMIN SERVICE
16189	ATHLETIC	FIRST INTERSTATE BANK	\$3,700.00	ATHLETIC CHANGE CASH
16190	ATHLETIC	FIRST INTERSTATE BANK	\$9,400.00	ATHLETIC CHANGE CASH
16191	SAVE - CP	CITY OF ANKENY	\$102,455.00	CONSTRUCT SERVICE
16192	ATHLETIC	ALLIE LOU PHOTOGRAPHY LLC	\$400.00	INSTR SERVICE
16193	GENERAL	CENTURY LINK	\$232.88	ADMIN SERVICE
16194	GENERAL	UNITED STATES CELLULAR	\$850.80	ADMIN SERVICE
16195	GENERAL	VERIZON WIRELESS	\$516.14	ADMIN SERVICE
		<b>GENERAL FUND SUB-TOTAL</b>	<b>\$221,777.15</b>	
		<b>GENERAL FUND GRAND TOTAL</b>	<b>\$4,610,679.53</b>	
700688	CHILD CARE FUND	DURHAM SCHOOL SERVICES	\$23,408.00	TRANSP SERVICE
700689	CHILD CARE FUND	WEE'S TEES LLC	\$4,387.41	INSTR SUPPLIES
		<b>CHILD CARE FUND SUB-TOTAL</b>	<b>\$27,795.41</b>	
20186	CHILD CARE FUND	AMAZON BUSINESS	\$2,852.64	INSTR SUPPLIES
	CHILD CARE FUND	AMAZON BUSINESS	\$122.75	INSTR SUPPLIES
20187	CHILD CARE FUND	VERIZON WIRELESS	\$463.32	ADMIN SERVICE
		<b>CHILD CARE FUND SUB-TOTAL</b>	<b>\$3,438.71</b>	
		<b>CHILD CARE FUND GRAND TOTAL</b>	<b>\$31,234.12</b>	
246446	NUTRITION	BROOKE CHAMBERLIN	\$34.90	NUTRITION REFUNDS
246447	NUTRITION	TINA CHRISTMAN	\$72.35	NUTRITION REFUNDS
246448	NUTRITION	JULIE CRONK	\$11.00	NUTRITION REFUNDS
246449	NUTRITION	KIM DANIELSEN	\$393.65	NUTRITION REFUNDS
246450	NUTRITION	HEATHER DAVIS	\$21.05	NUTRITION REFUNDS
246451	NUTRITION	MOLLIE DUKE	\$41.10	NUTRITION REFUNDS
246452	NUTRITION	EMS DETERGENT SERVICES	\$58.67	NUTRITION SUPPLIES
246453	NUTRITION	SARAH FERREE	\$17.20	NUTRITION REFUNDS
246454	NUTRITION	GOODWIN TUCKER GROUP	\$1,752.53	MAINT SERVICE
246456	NUTRITION	LOFFREDO FRESH PRODUCE CO	\$16,034.31	NUTRITION SUPPLIES
246460	NUTRITION	MARTIN BROTHERS	\$40,634.25	NUTRITION SUPPLIES
	NUTRITION	MARTIN BROTHERS	\$8,409.01	NUTRITION SUPPLIES
246461	NUTRITION	CHRISTINE MCGUIRE	\$5.80	NUTRITION REFUNDS
		<b>NUTRITION FUND GRAND TOTAL</b>	<b>\$67,485.82</b>	

PAID BILLS LISTING JUNE 20, 2022  
ANKENY CSD BOARD MEETING FISCAL 2021-22

This is to certify that the following expenditures have been approved this 20th day of June, 2022

General Fund/Student Activity/Capital Projects/PPEL/Debt Service/SAVE	\$ 4,610,679.53
Childcare Fund	\$ 31,234.12
Nutrition Fund	\$ 67,485.82

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Ryan Weldon, President

---

Aaron Johnson, Vice President

---

Sarah Barthole

---

Joy Burk

---

Katie Claeys

---

Amy Tagliareni

---

Jennifer Jamison, Board Secretary





**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Personnel Report

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Personnel_Report_6.20.22.pdf</a>	Personnel Report 6.20.22	Support Document	6/17/2022



## ANKENY COMMUNITY SCHOOL DISTRICT

### ***AMENDED Personnel Memorandum June 20, 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.*

### **SY 22-23**

\*pending background check and/or post offer physical assessment

#### **Appointments - Certified**

<b>Employee</b>	<b>Position</b>	<b>Location</b>	<b>Notes</b>
Trisha Kempton	2nd Grade Teacher	Westwood Elementary	Transferring from 1st Grade Teacher at East Elementary
Ann Lee	Math Teacher	Prairie Ridge Middle School	
Morgan Modlin	5th Grade Teacher	Northeast Elementary	Pending background check

#### **Appointments - Classified / Confidential**

<b>Employee</b>	<b>Position</b>	<b>Location</b>	<b>Notes</b>
Cindy Ayers	Lead Associate	Crocker Elementary	
Maren Hubbard	Lead Associate	East Elementary	
Heidi Peterson	Lead Associate	Terrace Learning Center	
Emily Dunn	Lead Associate	Westwood Elementary	
Mihneta Mujic	Custodian	Southview Middle School	Transferring from Ashland Ridge Elementary
Susan Brown	Secretary	Centennial High	Transferring from Prairie Ridge Middle School

Melissa Becker	Lead Associate	Northeast Elementary	
Christine Holmes	Lead Associate	Rock Creek Elementary	
<b>Elizabeth Boyd</b>	<b>Secretary</b>	<b>Centennial High</b>	<b>Reassigned from 9 month secretary to 10 month secretary</b>

### Resignations - Classified / Confidential

Employee	Position	Location	Notes
Sara Midkiff	Interpreter	Terrace Learning Center	Resignation
Emily Swales	Special Education Associate	Heritage Elementary	Resignation
Tina Christman	Curriculum Assistant	District Office	Resignation
Alena Zakharova	Special Education Associate	Centennial High	Resignation

### Appointments - Administrative

Employee	Position	Location	Notes
Blake Cruikshank	Activities Supervisor	Centennial High	
Rumor Darr	Assistant Principal	Ashland Ridge Elementary	
Kathleen Steffen	Associate Principal	Prairie Ridge Middle School	Transferring from Assistant Principal at Prairie Ridge Middle School
Dr. Jeffry Grassmeyer	Associate Principal	Centennial High	
Justin Herrick	District Mentoring Specialist	District Office	Transferring from English Teacher at AHS
<b>Seith Monahan</b>	<b>Associate Principal</b>	<b>Ankeny High</b>	<b>Reassign from SBSS at Ankeny High</b>

### Resignations - Administrative

Employee	Position	Location	Notes
Dana Tracy	Literacy Specialist	District Office	Declined offer, after board approval
Andrea Bruns	Associate Principal	Prairie Ridge Middle School	Resignation
<b>Jason Young</b>	<b>Safety Coordinator</b>	<b>District Office</b>	<b>Declined offer after board approval</b>

### Appointments - Extra-Curricular

Employee	Position	Location	Notes
Cole Ashman	10th Assistant Football	Centennial High	
Brett Beckman	8th Assistant Volleyball	Northview	
Steve Glenn	8th Head Boys Cross Country	Southview	
Dustin Roland	Head Girls Wrestling	Ankeny High/Centennial High	
Heather Schmidt	8th Head Volleyball	Northview	Pending Background
Amber Medici	8th Assistant Girls Cross Country	Southview	
Brittney Lancial	JV2 Head Girls Basketball	Southview	
Ryan Webb	8th Assistant Boys Basketball	Southview	
Linka Pace	Student Council Advisory	Centennial High	
Abigail Hoshaw	Student Council Advisory	Centennial High	

### Resignations - Extra Curricular

Employee	Position	Location	Notes
Emily Aukes	9th Fall Cheerleading Coach	Northview	Resignation



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Year-End Facility Construction Projects

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Construction_Update_June_2022.pdf</a>	Year-End Facility Construction Projects	Support Document	6/17/2022



**ANKENY**  
COMMUNITY SCHOOL DISTRICT

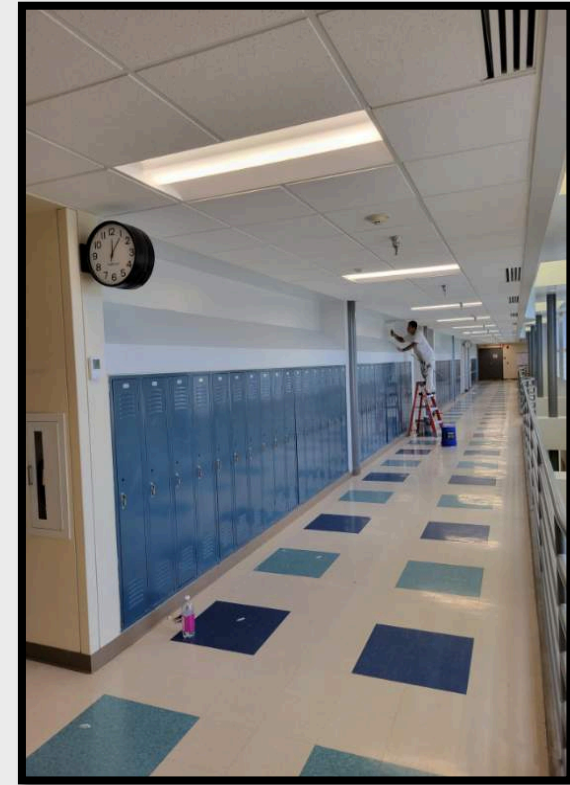
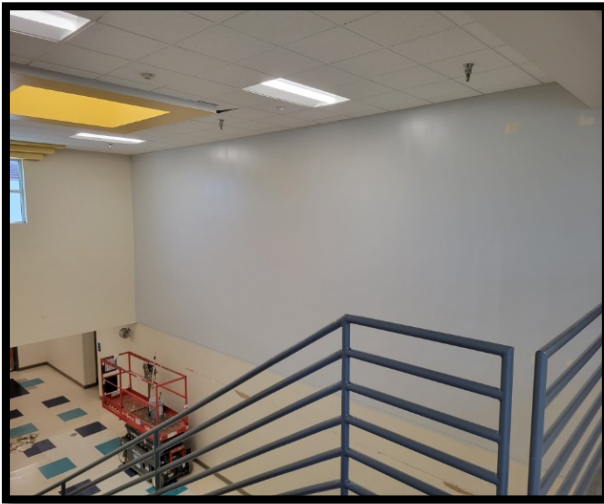
# Construction Update

Summer 2022



# 2022 Construction Projects

- **Parkview Middle School**
  - Painting Hallways
  - New Flooring in Hallways & Cafeteria





# 2022 Construction Projects

## ■ Playgrounds

- Addition to Crocker
- Addition to Southeast
- Phase 1 of Terrace



## Completed ADA Playgrounds:

- East & Westwood



## Tentative ADA Playground order for remaining Elementary Schools:

1. Rock Creek
2. Northeast
3. Heritage
4. Prairie Trail
5. Ashland Ridge
6. Northwest





# 2022 Construction Projects

- **Outdoor Classroom at Northwest**



## Completed Schools:

- Ashland Ridge
- East
- Crocker
- Westwood

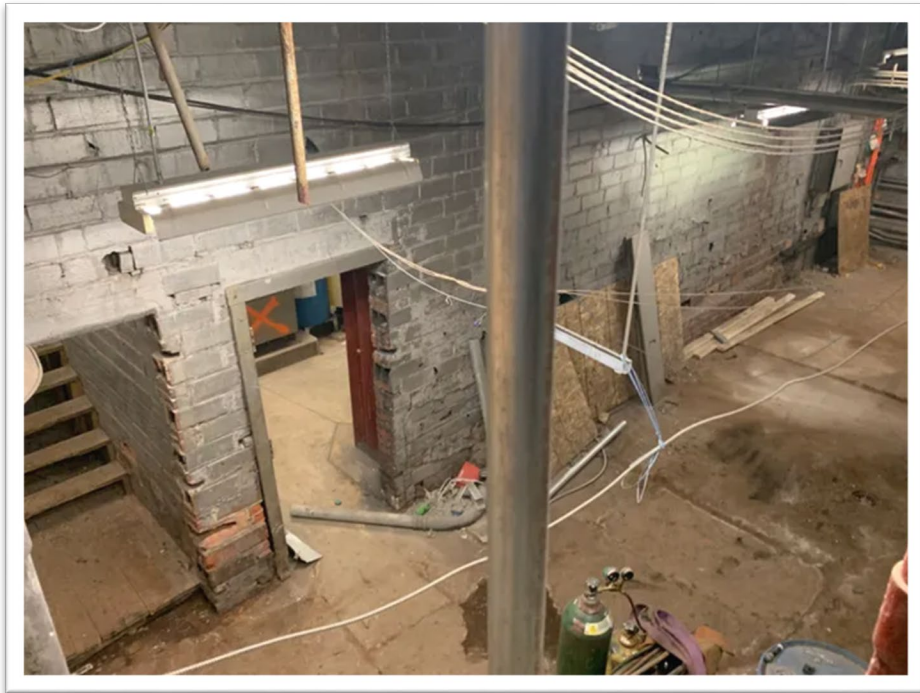
## Tentative order for remaining Elementary Schools:

1. Northeast
2. Prairie Trail
3. Rock Creek
4. Terrace
5. Southeast
6. Heritage



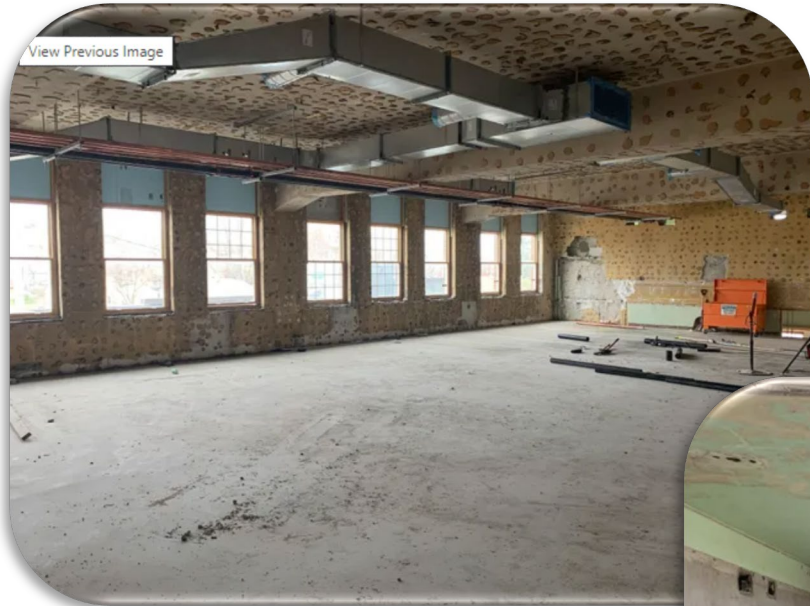
# 2022 Construction Projects

- **Neveln Center Renovation**
  - Anticipated Move In Date – December 15, 2022





# 2022 Construction Projects



## Neveln Center Renovation





**ANKENY**  
COMMUNITY SCHOOL DISTRICT

# 2022 Construction Projects

## Neveln Center Renovation





**ANKENY**  
COMMUNITY SCHOOL DISTRICT

# 2022 Construction Projects



**Neveln Center Renovation**



# 2022 Construction Projects

- **Elementary at The Grove**
  - Groundbreaking March 25, 2022
  - Open Fall of 2024





# 2022 Construction Projects

## Elementary at The Grove – Current State





**ANKENY**  
COMMUNITY SCHOOL DISTRICT

# 2022 Construction Projects

## Elementary at The Grove



Page 04 of 255





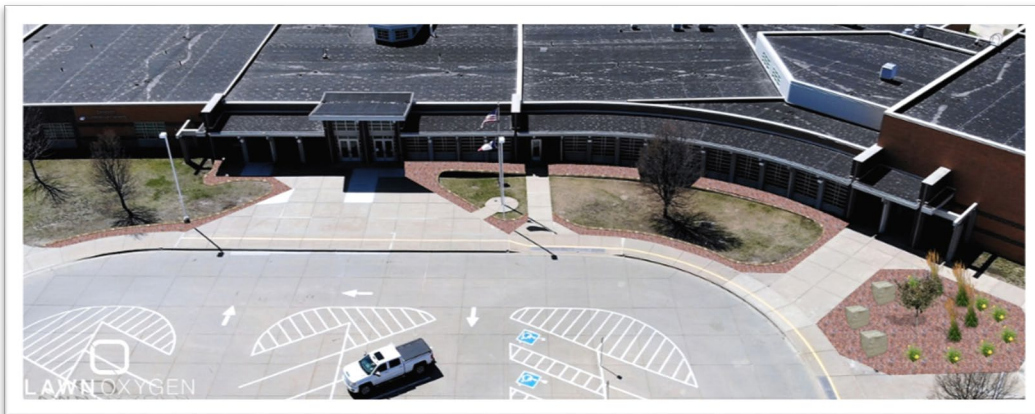
# 2022 Construction Projects

- **Landscaping**

- Front entry landscaping at:
  - Ashland Ridge
  - Crocker
  - East
  - Northwest
  - Southview
  - Ankeny High
  - Centennial

- Tentative order for remaining Schools:

- |                  |                  |
|------------------|------------------|
| 1. Westwood      | 6. Northeast     |
| 2. Prairie Trail | 7. Heritage      |
| 3. Northview     | 8. Terrace       |
| 4. Southeast     | 9. Prairie Ridge |
| 5. Rock Creek    | 10. Parkview     |





# 2022 Construction Projects

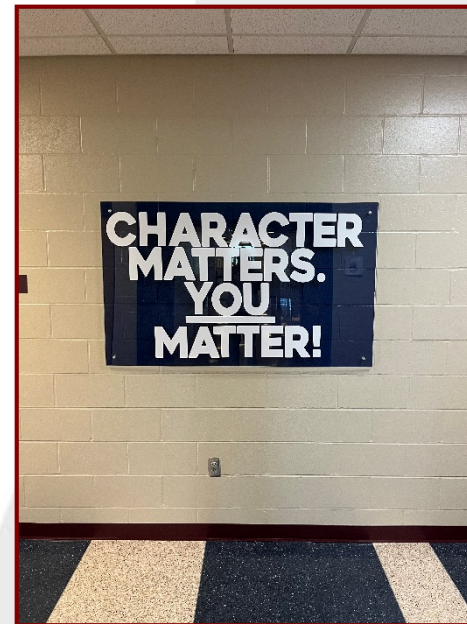
## Northwest Landscaping





# 2022 Construction Projects

- **Leader In Me Painting**





## 2022 Construction Projects

- Northview Middle School Reroof Phase III.
- Various concrete & paving projects throughout the district.
- New Projectors at Prairie Trail Elementary per our replacement plan.
- Continue to make updates to our Safety and Security Plan which includes: interior/exterior door numbering, window fogging and added blinds.
- Work with various buildings to update interior signage.
- Start design on HVAC replacement at Northwest.



- Northview Stadium Phase III



**SVPA**  
ARCHITECTS



**SVPA**  
ARCHITECTS

**ANKENY STADIUM - PHASE 3**  
NOT FOR CONSTRUCTION  
A002



**ANKENY**  
COMMUNITY SCHOOL DISTRICT

# Questions?





**ANKENY**  
COMMUNITY SCHOOL DISTRICT

### Our Mission:

The Ankeny Community School District engages all students in an educational experience that equips them with the skills to flourish in and contribute to an ever-changing world.

It is the policy of the Ankeny Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Ken Morris, Jr., Equity Director at 306 SW School Street, Ankeny, IA 50023, 515/965-9600 or [kenneth.morris@ankenyschools.org](mailto:kenneth.morris@ankenyschools.org). The grievance will then be directed to the appropriate administrator charged with managing the program or department specified in the grievance.



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Facilities & Finance Committee - May 2022

---

**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">05.12.22_Minutes_Only.pdf</a>	Facilities & Finance Committee - May 2022	Support Document	6/15/2022





# 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**

**May 12, 2022**

**4:30 PM**

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

- **Welcome**

Attendees:

Jennifer Jamison

Darin Haack

Dallon Christensen

Tim Simpkins

Jeff Johnson

Lori Lovstad

Cindy Harris

Amy Tagliareni

- **Approval of Minutes:**

1. **Facilities & Finance Committee Minutes - April 2022**

- The April 14, 2022 Facilities and Finance Committee Meeting Minutes were approved.

- **Update from Board**

- **Updates:**

1. **Cenergistic Update**

- Darin Haack gave an update on Cenergistic.

**2. Fixed Asset Inventory Update**

- Jennifer Jamison gave an update on the Fixed Asset Inventory timeline.

**3. FY23 Insurance Renewal Update**

- Jennifer Jamison discussed recent meetings with workers' compensation carriers.

**4. Board Policy 503.03 Fees -Fines - Charges**

- Jennifer Jamison went over changes to the Board policy 503.03 Fees - Fines - Charges.

- **Review Change Orders**

**1. Construction Change Orders**

- Tim Simpkins went over the construction change orders.

- **Additional Items:**

- **Adjournment**

- The Facilities and Finance Meeting adjourned at 5:25 p.m.

**Future Meetings Dates:**

**1. Future Meetings:**

- June 9, 2022



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

---

**Title:** Policy Committee Meeting Minutes - April 2022

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Policy_Minutes_Only_-_Amended_4.21.22.pdf</a>	Policy Minutes 4.21.22	Support Document	6/3/2022



# 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**

**April 21, 2022**

**4:30 PM**

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

- **Welcome**

Attendees:

Jessica Dirks

Lori Lovstad

Katie Claeys

Emily Archer

Ashley Rullestad

Heather Stephenson

Tom Honz

Lori SchraderBachar

Jen Lindaman

Corissa Thompson

Jodie Graham

- **Approval of Minutes:**

1. **Policy Committee Meeting Minutes - March 2022**

- The committee reviewed minutes from the March 2022 meeting.

- **Updates:**

1. **Proposed Policy Updates**

- 807.10 Display & Retirement of Athletic/Activity Awards *Five-year review; changes for consistency, clarity, and additional flexibility to align with current practice*
- 902.10 Use of Tobacco at School Facilities *Five-year review; changes for consistency and clarity*
- 501.13 Truancy – Unexcused *Five-year review; changes for consistency and*

*clarity*

- 502.05 Student Lockers *Five-year review; changes for consistency and clarity*
- 503.03 Fines – Fees – Charges *Five-year review; changes for consistency and clarity*
- 504.10 Health Certificate *Five-year review; changes for consistency and clarity*
- 504.42 Identifying & Reporting Child Abuse *Five-year review; changes for consistency and clarity*
- 507.04 Communicable Diseases – Student *Five-year review; changes for consistency, clarity, & alignment with law*
- 805.10 School District Records *Changes for consistency, clarity, & alignment with law & practice*
- 503.20 Student Organizations *Changes for clarity and consistency*

- **Discussion:**

1. **Instructional/ Library Materials Review Process, Continued**

2. **Theft Policy**

- **Adjournment**

The meeting adjourned at 5:40pm.

**Future Meetings Dates:**

1. **Future Meeting Dates**

- May 19, 2022
- June 16, 2022



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Revenue Expenditure Report - May 2022

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">2021-22GeneralFundSummary - MAY22.pdf</a>	Revenue Expenditure Report - May	Support Document	6/16/2022

**Ankeny Community School District  
Detailed General Fund Expenditures by Category Report  
May-22**

\$ in thousands	Fiscal 2021-22			Fiscal 2020-21				% Increase 2022 Budget	
	Annual Budget	YTD Actual	YTD as % of Budget	Annual Budget	YTD Actual	Annual Actual	YTD % of Actual		Annual Actual % of Budget
<b>Salaries/Wages</b>									
Certified Staff	62,572.6	48,511.3	77.5%	60,945.0	47,179.2	62,733.5	77.4%	102.9%	2.7%
Substitute Teachers	1,629.4	1,301.2	79.9%	1,437.7	1,250.9	1,408.2	87.0%	97.9%	13.3%
Coaches	1,444.2	1,209.2	83.7%	1,492.6	1,176.1	1,409.5	78.8%	94.4%	-3.2%
<b>Subtotal - Certified Staff</b>	<b>65,646.1</b>	<b>51,021.6</b>	<b>77.7%</b>	<b>63,875.4</b>	<b>49,606.3</b>	<b>65,551.2</b>	<b>77.7%</b>	<b>102.6%</b>	<b>2.8%</b>
Teacher & Media Assistants	8,432.6	7,357.3	87.2%	8,196.2	6,970.1	7,675.1	85.0%	93.6%	2.9%
Associate Subs	350.0	225.1	64.3%	150.0	313.4	108.3	208.9%	72.2%	133.3%
Administrators	7,634.3	7,035.0	92.1%	6,956.6	6,410.6	7,015.7	92.2%	100.8%	9.7%
Secretaries & Technicians	3,144.7	2,649.6	84.3%	3,188.6	2,728.2	3,048.0	85.6%	95.6%	-1.4%
Operations & Transportation	4,248.3	3,706.8	87.3%	4,095.0	3,592.6	4,147.0	87.7%	101.3%	3.7%
<b>Total Salaries &amp; Wages</b>	<b>89,456.0</b>	<b>71,995.4</b>	<b>80.5%</b>	<b>86,461.7</b>	<b>69,621.1</b>	<b>87,545.3</b>	<b>80.5%</b>	<b>101.3%</b>	<b>3.5%</b>
<b>Benefits</b>									
Insurance Benefits	12,098.2	10,323.9	85.3%	12,963.8	11,308.2	12,828.0	87.2%	99.0%	-6.7%
Other Benefits	14,888.2	12,053.0	81.0%	15,045.4	11,916.1	14,938.7	79.2%	99.3%	-1.0%
<b>Total Benefits</b>	<b>26,986.4</b>	<b>22,376.9</b>	<b>82.9%</b>	<b>28,009.2</b>	<b>23,224.3</b>	<b>27,766.8</b>	<b>82.9%</b>	<b>99.1%</b>	<b>-3.7%</b>
<b>Total Compensation</b>	<b>116,442.4</b>	<b>94,372.3</b>	<b>81.0%</b>	<b>114,470.9</b>	<b>92,845.5</b>	<b>115,312.1</b>	<b>81.1%</b>	<b>100.7%</b>	<b>1.7%</b>
Contracted Instructional Services	674.9	580.0	85.9%	384.7	198.5	275.1	51.6%	71.5%	75.5%
Contracted Professional Services	2,935.2	2,129.7	72.6%	2,832.9	1,998.4	2,357.4	70.5%	83.2%	3.6%
<b>Total Professional Services</b>	<b>3,610.1</b>	<b>2,709.7</b>	<b>75.1%</b>	<b>3,217.5</b>	<b>2,196.9</b>	<b>2,632.5</b>	<b>68.3%</b>	<b>81.8%</b>	<b>12.2%</b>
Maintenance & Repairs	170.6	192.1	112.6%	202.6	180.3	229.7	89.0%	113.3%	-15.8%
Non-student Transportaton	26.8	7.0	26.2%	26.4	10.4	12.3	39.3%	46.8%	1.5%
Water & Sewer	550.3	337.9	61.4%	405.9	350.9	435.9	86.4%	107.4%	35.6%
Misc. Purchased Services	302.0	135.8	45.0%	359.3	298.8	338.0	83.2%	94.1%	-15.9%
<b>Purchased Services</b>	<b>1,049.7</b>	<b>672.9</b>	<b>64.1%</b>	<b>994.2</b>	<b>840.3</b>	<b>1,016.0</b>	<b>84.5%</b>	<b>102.2%</b>	<b>5.6%</b>
Printing, Postage, & Phone	480.2	370.3	77.1%	393.2	299.2	337.0	76.1%	85.7%	22.1%
SpEd Tuition / OE Out	3,092.5	1,592.0	51.5%	4,230.5	1,420.0	3,082.0	33.6%	72.8%	-26.9%
Other Tuition Out / OE Out	829.3	629.8	75.9%	817.0	608.4	894.3	74.5%	109.5%	1.5%
Durham Transportation	5,198.7	4,213.0	81.0%	4,809.0	4,024.1	4,658.1	83.7%	96.9%	8.1%
Travel & Mileage Reimbursement	63.1	52.0	82.4%	8.3	8.4	14.7	101.2%	176.5%	658.0%
Other Purchased Services	107.2	166.6	155.4%	571.6	272.3	529.0	47.6%	92.6%	-81.2%
<b>Other Purchased Services</b>	<b>9,771.0</b>	<b>7,023.7</b>	<b>71.9%</b>	<b>10,829.7</b>	<b>6,632.5</b>	<b>9,515.1</b>	<b>61.2%</b>	<b>87.9%</b>	<b>-9.8%</b>
Supplies	4,965.2	4,305.4	86.7%	7,977.3	3,655.1	4,030.1	45.8%	50.5%	-37.8%
Textbooks	2,183.5	226.6	10.4%	1,509.5	690.5	1,080.4	45.7%	71.6%	44.6%
Workbooks, Library Books, & Software	791.0	502.3	63.5%	1,084.1	615.5	647.1	56.8%	59.7%	-27.0%
Utilities - Natural Gas & Electric	1,980.8	1,810.1	91.4%	1,714.7	1,706.4	1,898.7	99.5%	110.7%	15.5%
Transportation Fuel & Parts	333.6	387.7	116.2%	340.2	244.5	271.9	71.9%	79.9%	-1.9%
Operations Parts & Supplies	562.1	414.9	73.8%	373.8	445.6	491.6	119.2%	131.5%	50.4%
Other Supplies	153.3	181.0	118.1%	168.9	239.0	245.3	141.5%	145.2%	-9.2%
<b>Supplies</b>	<b>10,969.5</b>	<b>7,828.0</b>	<b>71.4%</b>	<b>13,168.5</b>	<b>7,596.6</b>	<b>8,665.2</b>	<b>57.7%</b>	<b>65.8%</b>	<b>-16.7%</b>
Equipment & Furniture	98.3	69.2	70.4%	123.5	155.8	157.1	126.2%	127.2%	-20.4%
Technology Equipment	673.0	245.0	36.4%	472.7	65.4	65.9	13.8%	14.0%	42.4%
Other Equipment	483.2	97.2	20.1%	544.0	260.6	322.1	47.9%	59.2%	-11.2%
<b>Equipment</b>	<b>1,254.5</b>	<b>411.4</b>	<b>32.8%</b>	<b>1,140.1</b>	<b>481.8</b>	<b>545.1</b>	<b>42.3%</b>	<b>47.8%</b>	<b>10.0%</b>
<b>Total Non-Personnel Costs</b>	<b>26,654.9</b>	<b>18,645.7</b>	<b>70.0%</b>	<b>29,350.0</b>	<b>17,748.0</b>	<b>22,373.8</b>	<b>60.5%</b>	<b>76.2%</b>	<b>-9.2%</b>
Total, Excl. Transfers and AEA	143,097.3	113,018.0	79.0%	143,821.0	110,593.5	137,685.9	76.9%	95.7%	-0.5%
Dues & Miscellaneous	732.7	235.5	32.1%	2,132.1	204.9	268.6	9.6%	12.6%	-65.6%
AEA Flow-Through	5,857.9	5,369.7	91.7%	5,743.5	-	5,743.5	0.0%	100.0%	2.0%
<b>Other Objects &amp; Other Uses</b>	<b>6,590.5</b>	<b>5,605.2</b>	<b>85.0%</b>	<b>7,875.6</b>	<b>204.9</b>	<b>6,012.1</b>	<b>2.6%</b>	<b>76.3%</b>	<b>-16.3%</b>
<b>Grand Totals</b>	<b>149,687.8</b>	<b>118,623.3</b>	<b>79.2%</b>	<b>151,696.6</b>	<b>110,798.4</b>	<b>143,698.0</b>	<b>73.0%</b>	<b>94.7%</b>	<b>-1.3%</b>

**Ankeny Community School District**  
**Detailed General Fund Revenue by Source Report**  
**May-22**

\$ in thousands	FY22	FY22	FY22	FY21	FY21	FY21	FY21	% Increase
	Annual Budget	YTD Actual	YTD as % of Budget	YTD as % of Actual	Annual Budget	YTD Actual	EOY Actual	2022 Budget vs 2021 Actual
Property Taxes	58,449.5	58,005.4	99%	99%	55,713.3	55,370.0	56,130.8	5%
Tuition and Fees	2,788.7	915.9	33%	40%	2,798.3	1,128.5	2,462.0	0%
Interest Income	25.0	63.1	252%	46%	406.0	186.0	171.9	-94%
Polk County Gaming Grant	125.0	172.5	138%	67%	158.0	105.3	105.3	-21%
Other Local Income	1,703.5	1,215.1	71%	68%	1,694.3	1,154.4	1,560.4	1%
<b>Subtotal - Local Sources</b>	<b>63,091.7</b>	<b>60,371.9</b>	<b>96%</b>	<b>95%</b>	<b>60,769.9</b>	<b>57,944.2</b>	<b>60,430.4</b>	<b>4%</b>
State Foundation Aid	61,730.8	55,317.2	90%	90%	61,447.5	55,046.4	61,139.9	0%
State Teacher Leadership Compensation	4,240.3	3,816.3	90%	90%	4,177.9	3,760.1	4,177.9	1%
State Early Intervention	801.7	721.6	90%	90%	786.9	708.3	786.9	2%
State Voluntary Preschool	939.5	841.7	90%	90%	1,110.1	994.4	1,110.1	-15%
Other State Sources	9,360.7	8,266.8	88%	89%	9,268.8	8,259.6	9,288.0	1%
<b>Subtotal - State Sources</b>	<b>77,073.0</b>	<b>68,963.5</b>	<b>89%</b>	<b>90%</b>	<b>76,791.1</b>	<b>68,768.7</b>	<b>76,502.8</b>	<b>0%</b>
Title I	241.1	23.5	10%	35%	270.5	94.9	260.2	-11%
Medicaid Reimbursement	1,600.0	1,357.7	85%	4%	1,600.0	58.8	395.1	0%
Other Federal Income	1,475.7	1,645.3	111%	127%	1,112.3	1,417.7	3,375.9	33%
<b>Subtotal - Federal Sources</b>	<b>3,316.9</b>	<b>3,026.6</b>	<b>91%</b>	<b>53%</b>	<b>2,982.8</b>	<b>1,571.4</b>	<b>4,031.1</b>	<b>11%</b>
Interfund Transfers and Other	344.0	254.4	74%	13%	225.0	30.4	901.8	53%
<b>Revenue, excl. AEA flow-through</b>	<b>143,825.6</b>	<b>132,616.4</b>	<b>92%</b>	<b>91%</b>	<b>140,768.9</b>	<b>128,314.7</b>	<b>141,866.0</b>	<b>2%</b>
AEA Flow-Through	5,857.9	5,369.7	92%	0%	5,743.5	-	5,743.5	2%
<b>Total General Fund Revenue</b>	<b>149,683.4</b>	<b>137,986.1</b>	<b>92%</b>	<b>88%</b>	<b>146,512.4</b>	<b>128,314.7</b>	<b>147,609.5</b>	<b>2%</b>



**Ankeny CSD  
Financial Summary  
For the Month and Three Months Period Ended May 31, 2022**

\$ 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*	\$10,235	\$51	\$283	\$1,193	\$197	\$1,018	\$0	\$32,247	\$0	\$57	\$35	\$45,317
Expenses*	\$12,794	\$0	\$183	\$17,769	\$189	\$867	\$0	\$2,683	\$0	\$47	\$3	\$34,536

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*	\$137,986	\$1,526	\$7,997	\$19,476	\$1,860	\$10,315	\$0	\$43,810	\$0	\$668	\$213	\$223,853
YTD Expenses*	(\$118,623)	(\$1,989)	(\$4,869)	(\$20,158)	(\$1,509)	(\$7,127)	\$0	(\$19,095)	(\$0)	(\$569)	(\$130)	(\$174,071)
May 31, 2022 Fund Balance	\$42,896	\$6,953	\$11,695	\$8,000	\$1,803	\$6,263	\$2	\$46,065	\$0	\$260	\$262	\$124,200
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	\$44,710	\$0	\$700	\$160	\$235,589
YTD Revenues* as % of Annual Budget	92%	100%	99%	96%	106%	119%	15%	98%	0%	95%	133%	95%
Expenditure Budget	\$149,688	\$1,861	\$11,736	\$20,156	\$1,750	\$7,287	\$0	\$18,374	\$0	\$700	\$150	\$211,704
YTD Expenses* as % of Annual Budget	79%	107%	41%	100%	86%	98%	0%	104%	100%	81%	86%	82%

\*Includes interfund transfers



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Construction Change Orders

**Extended Information:** Superintendent's Recommendation: Approve the construction change orders as presented.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">FacMtgJune22_-_Construction_Change_Orders.pdf</a>	Construction Change Orders - May 2022	Support Document	6/2/2022

## Facility Construction Change Orders

**Meeting Date: May 2022**

<b>Construction Change Orders</b>	<b>Description</b>	<b>Project</b>	<b>Vendor</b>	<b>Amount</b>
PCO #020	Per PCO# 020, Interior changes, architectural and structural.	Neveln Remodel	OLP Construction	\$ 61,766.58



**PCO #020**

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

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

**Prime Contract Potential Change Order #020: CE #CE 21 - ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural**

<b>TO:</b>	Ankeny Community School District 306 SW School Street Ankeny, Iowa 50023	<b>FROM:</b>	OLP Construction, LLC 3809 NW 109th St Suite D Urbandale, 50322
<b>PCO NUMBER/REVISION:</b>	020 / 0	<b>CONTRACT:</b>	1 - Neveln Center Prime Contract
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Dave Wharff (OLP Construction LLC)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	5/12/2022
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$61,766.58

**POTENTIAL CHANGE ORDER TITLE:** CE #CE 21 - ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
 CE #CE 21 - ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural

**OLP Const. - Quote Qualifications**

- WT-3 blackout E 0% rolling shade fabric is no longer manufactured. Premier Edge quote is based on OPN's frequently selected darkening SW7500 on similar projects. Information included in backup documentation attachment.
- OLP Construction reserves the right to establish final timeline information and as may become necessary submit a Time Extension Request directly related to ITC 011a/011aR1. Lead times for submittals, fabrication, and deliveries are not yet available.
- Time Extension Request to include General Condition time-related expenses and measures if necessary to maintain proper indoor air quality environment for interior finish work.

**OLP Const. - Quote Exclusions**

- Plumbing, Fire Sprinkler, HVAC, Electrical, Technology work.
- Appliances (Refrigerators, Dishwashers, Vending Machines)
  - furnish, delivery, installation.
  - any needed mechanical/electrical changes, should Owner-purchased appliances mechanical/electrical requirements vary from the Contract Documents.

**ATTACHMENTS:**

[1 full CE 21 + all backup.pdf](#)

#	Budget Code	Description	Amount
1	01-5600.O Temporary Barriers and Enclosures.Other	ITC.11a/11aR1 Temp Window Enclose	\$2,388.00
2	02-4100.S Demolition.Commitment	ITC.11a/11aR1	\$(2,164.25)
3	04-2000.S Unit Masonry.Commitment	ITC.11a/11aR1	\$9,627.78
4	05-1000.S Structural Steel Fabrication.Commitment	ITC.11a/11aR1 - deduct new 2nd Flr Beam/Mtl Deck Infill	\$(1,875.00)



PCO #020

#	Budget Code	Description	Amount
5	05-1000.S Structural Steel Fabrication.Commitment	ITC.11a/11aR1 - add Food Svc: S.S. hand & guardrail	\$5,665.00
6	05-1200.S Structural Steel Erection.Commitment	ITC.11a/11aR1 - deduct new 2nd Flr Beam/Mtl Deck Infill	\$(5,220.00)
7	05-1200.S Structural Steel Erection.Commitment	ITC.11a/11aR1 - add Food Svc: S.S. hand & guardrail	\$1,305.00
8	06-1000.M Rough Carpentry.Materials	ITC.11a/11aR1 - wood blocking	\$2,716.00
9	06-2000.S Carpentry Labor.Commitment	ITC.11a/11aR1	\$5,485.00
10	06-2200.S Material P.O. - Wood Trim, Window Sills.Commitment	ITC.11a/11aR1	\$2,610.00
11	06-4000.S Material P.O. - Arch Casework.Commitment	ITC.11a/11aR1	\$17,915.00
12	07-9200.S Joint Sealants.Commitment	ITC.11a/11aR1	\$715.45
13	08-1113.S Hollow Metal Frames, Doors, Door Hardware.Commitment	ITC.11a/11aR1	\$3,308.00
14	08-4000.S Alum Entries, Storefront, Curtainwall, Glass.Commitment	ITC.11a/11aR1	\$3,133.00
15	09-2000.S Plaster and Gypsum Board.Commitment	ITC.11a/11aR1	\$7,244.95
16	09-9100.S Painting.Commitment	ITC.11a/11aR1	\$960.00
17	10-1100.M Visual Display Units.Materials	ITC.11a/11aR1	\$(2,906.00)
18	12-2000.S Window Treatments.Commitment	ITC.11a/11aR1	\$304.00
19	03-5413.S Gypsum Cement Underlayment.Commitment	ITC.11a/11aR1 - self level exist elevated slab, 2north	\$6,500.00
<b>Subtotal:</b>			<b>\$57,711.93</b>
Overhead & Profit (5.00% Applies to Labor, Equipment, Materials, Commitment, and Other.):			\$2,885.60
GL Insurance (1.00% Applies to Labor, Equipment, Materials, Commitment, and Other.):			\$605.98
Performance & Payment Bonds (0.92% Applies to Labor, Equipment, Materials, Commitment, and Other.):			\$563.07
<b>Grand Total:</b>			<b>\$61,766.58</b>

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

*[Signature]* 05/12/22  
 SIGNATURE DATE

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

*[Signature]* 5/18/22  
 SIGNATURE DATE

\_\_\_\_\_  
 SIGNATURE DATE

\_\_\_\_\_  
 SIGNATURE DATE

## Change Event Detail

### Change Event Line Item Details

Change Event Number	Change Event Title	Change Event Line Item Cost Code	Vendor	Change Event Line Item ROM Quantity	Change Event Line Item Unit Of Measure	Change Event Line Item ROM Unit Cost	Change Event Line Item ROM Amount
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	01-5600 Temporary Barriers and Enclosures		6	ea	\$398.00	\$2,388.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	02-4100 Demolition	Blue Sky Cleaning & Demolition Services	1	ls	(\$2,164.25)	(\$2,164.25)
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	04-2000 Unit Masonry	CK Fairco, Inc.	1	ls	\$9,627.78	\$9,627.78
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	05-1000 Structural Steel Fabrication	Thornberg Steel, Inc.	1	ls	(\$1,875.00)	(\$1,875.00)
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	05-1000 Structural Steel Fabrication	Thornberg Steel, Inc.	1	ls	\$5,665.00	\$5,665.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	05-1200 Structural Steel Erection	US Erectors, Inc.	1	ls	(\$5,220.00)	(\$5,220.00)
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	05-1200 Structural Steel Erection	US Erectors, Inc.	1	ls	\$1,305.00	\$1,305.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	06-1000 Rough Carpentry		679	lf	\$4.00	\$2,716.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	06-2000 Carpentry Labor	ZJ Construction, Inc.	1	ls	\$5,485.00	\$5,485.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	06-2200 Material P.O. - Wood Trim, Window Sills	Wood Components & Technologies, Inc.	1	ls	\$2,610.00	\$2,610.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	06-4000 Material P.O. - Arch Casework	Architectural Arts	1	ls	\$17,915.00	\$17,915.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	07-9200 Joint Sealants	CK Fairco, Inc.	1	ls	\$715.45	\$715.45
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	08-1113 Hollow Metal Frames, Doors, Door Hardware	Walsh Door and Hardware	1	ls	\$3,308.00	\$3,308.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	08-4000 Alum Entries, Storefront, Curtainwall, Glass	Mid-American Glazing Systems (MAGS)	1	ls	\$3,133.00	\$3,133.00
CE 21	ADD - ITC 011a & ITC 011aR1 - Interior Changes, Architectural & Structural	09-2000 Plaster and Gypsum Board	Hilsabeck Schacht Inc.	1	ls	\$7,244.95	\$7,244.95



OLP Construction LLC  
 Job #: OLP12104 Nevelin Center Building Renovation  
 406 SW School Street  
 Ankeny, Iowa 50023

Change Event Number	Change Event Title	Change Event Line Item Cost Code	Vendor	Change Event Line Item ROM Quantity	Change Event Line Item Unit Of Measure	Change Event Line Item ROM Unit Cost	Change Event Line Item ROM Amount
CE 21	ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural	09-9100 Painting	Ebert Painting	1	IS	\$960.00	\$960.00
CE 21	ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural	10-1100 Visual Display Units	EPCO Ltd., Inc	1	IS	(\$2,906.00)	(\$2,906.00)
CE 21	ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural	12-2000 Window Treatments	Premier Edge, LLC	1	IS	\$304.00	\$304.00
CE 21	ADD - ITC.011a & ITC.011aR1 - Interior Changes, Architectural & Structural	03-5413 Gypsum Cement Underlayment		1	IS	\$6,500.00	\$6,500.00
Subtotal						\$57,711.99	



Project: Neveln Center  
 Address: Ankeny, IA

Change Order Request Detail #9  
 ITC: 11a/11aR1 Changes  
 Itemized Change Order

Request Date: 03/10/2022

Description	QTY	Units	Labor	Labor unit	Material	Material unit	EQ	Sub	Total Amount
Demo window sill to FF. Rm1022	1	EA	262.5						\$262.50
01.02.D4 Demo raised floor and stair complete	669	Sq Ft	-\$10.00						-\$6,690.00
Remove Plaster wall for new door opening	6.5	Ln Ft	-\$9.00						-\$58.50
Remove Gyp block & exposed Rebar on stair curb/stringer 2nd flr North	6	Ln Ft	\$15.00						\$90.00
Remove existing masonry infill at new window locations on 3rd floor.	216	Sq Ft	\$15.00						\$3,240.00
Rental of 65' Boom Lift + Delivery/pickup	1	ea	\$1,350.00						\$1,350.00
									\$0.00
									\$0.00
									\$0.00
Subtotals									-\$1,806.00
Material Sales Tax	0.00%								-\$180.60
Labor Burden	10.00%								-\$36.12
Small Tools	2.00%								-\$18.06
Expendables	1.00%								-\$234.78
Subtotals									-\$20.41
GL Ins.	1.00%								-\$2,061.19

Subtotal: -\$2,061.19  
 O&P 5%: -\$103.06

Total Net cost:

-\$2,164.25



# CK Fairco, Inc.

405 E. Madison Street.  
Winterset, IA. 50273  
PH. 515-462-9032 / FAX 515-462-9036

## Proposal ITC #011a/011ar1

Proposal No: 22032803  
Proposal Date: March 28, 2022

**Customer:**

OLP  
Urbandale, Iowa  
Attn: Dave Wharff

**Project:**

Neveln Center ITC #011a/011ar1  
3rd Floor window sill masonry repair

We propose all labor, material and equipment on the above named project to cut out existing damaged stone and the infill at the existing opening per ITC #011a/011ar1 scope of work:

**Scope of Work:**

**1. Masonry infills, salvage brick and masonry repairs at multiple areas per this ITC**

Labor:	\$8,015.00
Material:	\$ 967.33
<b>Total</b>	<b>\$8,982.33</b>

Masonry 04.2000  
\$9,627.78

**2. Air Barrier, at new masonry infills as required per this ITC.**

Labor:	\$ 360.00
Material:	\$ 285.45
<b>Total</b>	<b>\$ 645.45</b>

**3. Joint Sealants, at misc areas between new infills and existing masonry.**

Labor:	\$ 630.00
Material:	\$ 85.45
<b>Total</b>	<b>\$ 715.45</b>

Joint Sealants 07.920C  
\$715.45

CKFI's intention is to obtain a contract for all the work listed. Any separation of this scope of work must be authorized by CKFI prior to awarding of a contract.

\*\*All material cost are guaranteed for a period of 30 days from the bid date listed above. After 30 days this bid may be subject to price increases and therefore cannot be guaranteed beyond 30 days without prior consent from CK Fairco, Inc.

Authorized  
Signature:

Christopher D. Fairholm / President

Total Job Cost \$10,343.23  
for Proposal:

Job cost does include tax or applicable surcharges

Signature: \_\_\_\_\_


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

change order #

6

DATE: 3/4/2022  
job: NEVELN CENTER  
loc: ANKENY, IA  
quote: RFI#50 ALL MATERIAL WAS PURCHASED CLOSE TO SIZE REQUIRED FOR THIS PROJECT PRIOR TO RECIEPT OF RFI#50  
contractor: OLP CONSTRUCTION  
job sup: TBD  
from: terry

RFI.050, ITC 011a/11aR1

PLEASE SEE ATTACHED TAKE-OFF AND BREAK-DOWN OF REQUEST FOR A DEDUCT TO ALREADY PURCHASED AND DETAILED AND ENGINEERED MATERIALS 

MATERIAL ADD:

weight: 4250 LBS  
discription: SEE ABOVE

material	\$1,500	NET AFTER RESTOCKING AND COST TO HOLD UNTIL NEEDED.
labor:	\$750	
ROLLING:		
hardware:		INCLUDED
eng/dtl	(\$450.00)	
galv/pnt	\$75.00	
SHIPPING	\$0.00	
sub total	\$1,875.00	
10% O&P	\$0	
sub total	\$1,875.00	
p/tax:	\$0	
<b>total amount</b>	<b>(\$1,875)</b>	<b>TO BE DEDUCTED FROM ORIGINAL CONTRACT.</b>

Steel Fab 05.1000

change orders must be approved before we can expadite above .  
GENERAL CONTRACTOR  
SIGNED  
BY:

TITLE:

THORNBERG STEEL/ 23602 UNIVERSITY AVE NW. BETHEL MN. 55005  
23604 UNIVERSITY AVE NW  
BETHEL MN. 55005  
PHONE: 763-434-5178 FAX: 763-434-5186  
email: thornberg@qwestoffice.net

## Estimate

Job:8416

Customer:

Qty	Description	Feet	Inches	Hours	Weight
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RFI.050, ITC 011a/11aR1

RFI#50 PER RESPONSE ALL MATERIAL  
BTWN GRIDS 14,15 & A,D  
ALL MATERIAL WAS PURCHASED BEFORE RFI#50  
MATERIAL WAS PURCHASED CLOSE TO NEEDED  
LENGTHS AND QUANTITIES. HANDLING AND  
DESIGN / ENG/ DETIALING COSTS WILL BE APPLIED  
DEDUCT FOR ADDS WILL BE TAKEN AFTER PROFIT  
MARGINS ARE TAKEN OUT.

10B1

1	W 14X30 ALREADY PURCHASED SHOP DETAIL ALREADY DETAILED ADDED COST HERE BUT WILL DECLINE	25		1.25 0.5	750.0
---	--	----	--	-------------	-------

10B2 ALREADY PURCHASED CUT CLOSE TO SIZE.

4	W 14X30 SHOP PARTIAL FABRICATION AS PARTS WERE ALREADY MADE	25		4	3000.0
---	---	----	--	---	--------

10B3 ALREADY PURCHASED

4	W 12X14 SHOP PARTIAL FABRICATION AS PARTS WERE MADE DETAIL ALREADY DETAILED EXTA COST FOR HOLD BUT WILL DECLINE.	1	9	2	98.0
---	---	---	---	---	------

16M4, 16M5, 16M6, 16M7, 16M8, 16M9  
ALL MATERIALS WERE PURCHASED  
SIZE AS WALL IS L 6X4X5/16".

4	L 6X4X5/16	20			824.0
1	L 6X4X5/16	4	4		44.6
1	L 6X4X5/16	7	5		76.4
1	L 6X4X5/16	7	5		76.4
1	L 6X4X5/16 SHOP DETAIL ALREADY DETAILED ADDED COST HERE BUT WILL DECLINE.	4	4	2	44.6

THREADED RODS

17M1, 71M2, 17M3 PURCHASED  
DETAIL COSTS ADDED WILL BE DECLINED.  
POSSIBLE COULD USE ON OTHER PROJECTS

20	O 3/4 THREADED ROD		8		20.0
16	O 3/8 THREADED ROD				3.8
31	O 3/8 THREADED ROD DETAILING ADDED COSTS DECLINED. END.				7.3

change order # 7

ITC 011a/11aR1

DATE: 3/8/2022

job: NEVELN CENTER

loc: ANKENY, IA

quote ITC011A

ADDED SSRAILS PER DETAIL R1/A623 AND GUARD RAIL FRAME TO SUPPORT GLASS INFILL.

contractor OLP CONSTRUCTION

job sup DAVE DISNEY

from: terry

memo: SEE ABOVE

MATERIAL ADD:

weight: 571 LBS.

discription: SEE ABOVE

material	\$1,120	
labor:	\$2,400	
ROLLING:		
hardware:	\$50	
eng/dtl	\$650.00	
galv/pnt	\$480.00	POLISHING STAINLESS STEEL
SHIPPING	\$450.00	
sub total	\$5,150.00	
10% O&P	\$515	
sub total	\$5,665.00	
p/tax:	\$0	
total amount	\$5,665	

Steel Fab 05.1000



change orders must be approved before we can expedite order.

GENERAL CONTRACTOR

SIGNED

BY:

TITLE:

THORNBERG STEEL/ 23602 UNIVERSITY AVE NW. BETHEL MN. 55005

23604 UNIVERSITY AVE NW

BETHEL MN. 55005

PHONE: 763-434-5178 FAX: 763-434-5186

email: thornberg@qwestoffice.net

# US Erectors, Inc.

5760 Metro East Drive  
Pleasant Hill, IA 50327

Phone: (515) 243-8450  
Fax: (515) 243-8451

## REQUEST FOR CHANGE ORDER

3

Project Name: Nevelyn Center  
Contract: OLP

Date: 3/29/2022  
RFI#: ITC-11A



### Description of Add/Deduct

Deduct for floor infill at 2nd floor framing S102  
Beams, angle and decking



	Cost Per Hr	Total Hours	Total Cost
Foreman	\$ 83.27	-	\$ -
Journeyman	\$ 79.79	-	\$ -
Apprentice	\$ 76.32	-	\$ -
Welding Machine	\$ 10.00	-	\$ -
Forklift	\$ 25.00	-	\$ -
Crane (40T)	\$ 230.00	-	\$ -
Scissors Lift	\$ 12.00	-	\$ -
Boom Lift	\$ 26.00	-	\$ -
		<u>Total</u>	<u>\$ -</u>

Steel Sub 05.1200

### Pricing

Material \$ -  
Mark-Up \$ -  
Labor \$ (5,220.00)  
Tax \$ -  
\$ (5,220.00)

Codes (USEI Office Use)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please prepare the appropriate Change Order and forward copies for execution.  
Upon request, all necessary back-up can be supplied as needed.

Thank you,

Jeff Hoelscher  
Project Manager

# US Erectors, Inc.

5760 Metro East Drive  
Pleasant Hill, IA 50327

Phone: (515) 243-8450  
Fax: (515) 243-8451

## REQUEST FOR CHANGE ORDER

7

Project Name: Nevelyn Center  
Contract: OLP

Date: 5/12/2022  
RFI#: ITC.011.AR1 ✓

### Description of Add/Deduct

Add 2 Stainless steel handrails and approximately 16' of guardrail.  
A102 and A623 ✓

	Cost Per Hr	Total Hours	Total Cost
Foreman	\$ 89.32	5.00	\$ 446.60
Journeyman	\$ 85.84	10.00	\$ 858.40
Apprentice	\$ 80.49	-	\$ -
Welding Machine	\$ 10.00	-	\$ -
Forklift	\$ 25.00	-	\$ -
Crane (40T)	\$ 230.00	-	\$ -
Scissors Lift	\$ 12.00	-	\$ -
Boom Lift	\$ 26.00	-	\$ -
		<u>Total</u>	\$ 1,305.00

### Pricing

Material	\$ -
Mark-Up	\$ -
Labor	\$ 1,305.00
Tax	\$ -
	<b>\$ 1,305.00</b>

### Codes (USEI Office Use)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please prepare the appropriate Change Order and forward copies for execution.  
Upon request, all necessary back-up can be supplied as needed.

Thank you,

Jeff Hoelscher  
Project Manager

**2J Construction Inc.**  
 7770 NE Berwick Dr.  
 Ankeny, Iowa. 50021  
 Office: (515) 954-9290  
 E-mail: kputzier@2jconstruct.com

**Job # 21-107**  
**Date 03/28/2022**

**PROJECT** Ankeny Neveln Center  
 ITC NO: 011 A & 011AR1



Carpentry Labor  
06.2000

**WE PROPOSE TO FURNISH LABOR ONLY TO COMPLETE THE FOLLOWING:**

Inclusions Changes added to Original Proposal

1. Div. 6 Finish Carpentry, Casework/Millwork	
a. Add Counter Top & Brackets in Room 2602 & 2023	690.00
b. Add (6) windows ,trim & Sills (6 ea.)	4,200.00
c. Break Room 3101 Add Casework/Millwork	290.00
d. Remove Wood panels in Chambers 1022 <b>DEDUCT</b>	(-550.00)
<b>Total 1</b> -----	<b>\$4,630.00</b>
2. Div. 8 Doors & Hardware	
a. Delete Doors 1002,1022B2120D & 3202A&B (5 ea.) <b>DEDUCT</b>	(-1590.00)
b. Add Doors 1022D,E & F , 2022,3202 & 3203 (6 ea.) with hardware	2,325.00
c. Revised hardware on doors 1003,3026 & 3101 (3 ea.)	120.00
<b>Total 2</b> -----	<b>\$855.00</b>
<b>Total Chang for ITC 011A &amp; A1R</b> -----	<b>\$5,485.00</b>

**Extras**

Any rates not included in this contract will be billed at the rate of \$60.00 an hour for labor. Material cost + 10%

**Payment Schedule**

Payments will be made on monthly basis. The balance is due the day of substantial completion. Delinquent payments will be assessed a 1-1/2 percent per month late charge on any overdue balance, plus any collection charges.

I have read this estimate, received an exact copy, and accept this estimate. Acceptance of this estimate constitutes a letter of intent as herein provided.

SELLER \_\_\_\_\_ DATE \_\_\_\_\_  
                     Kirby L Putzier

PURCHASER \_\_\_\_\_ DATE \_\_\_\_\_

THIS PRICE IS VALID FOR THIRTY DAYS. Please return one copy of this agreement to our office when signatures are completed.

To: OLP Construction  
 Dave Wharff  
 Ankeny Community School District  
 Nevelin Center Building Renovation  
 406 SW School Street  
 Ankeny, Iowa 50023

From: Jim Harken Wood Components  
 Fax: 319 277 5051 Pages: 1  
 Phone: 319 493 9292 Date: May 11, 2022

Pricing Additions to August 27, 2021 Proposal

ITC 010: \$2310.00  
 Extend Window Sills Third Floor North Only

Raw Materials-Scrap Included	\$575.00
Shop Labor	\$600.00
Overhead	\$380.00
Delivery	\$100.00
Raw Material-Prefinish	<del>\$275.00</del>
Labor-Prefinish	<del>\$250.00</del>
Overhead-Prefinish	<del>\$130.00</del>

ITC 011AR1: <del>\$3690.00</del>	
Additional "B" Windows ✓	
Additional Wall Cap	
Raw Materials-Scrap Included	\$925.00
Shop Labor	\$960.00
Overhead	\$595.00
Delivery	\$130.00
Raw Material-Prefinish	<del>\$445.00</del>
Labor-Prefinish	<del>\$410.00</del>
Overhead-Prefinish	<del>\$225.00</del>

Wood Trim, Sills 06.2200  
 \$2,610.00

All other terms apply from August 21, 2021 Proposal  
 Jim Harken  
 Wood Components  
 6119 Nordic Drive  
 Cedar Falls, Iowa 50613





# ARCHITECTURAL ARTS

2200 East Ovid  
Des Moines, Iowa 50313  
ph. 515.265.4441  
fax 515.263.0623

## Proposed Change Order Architectural Arts PCO# **#1**

To: OLP Construction, LLC.  
3809 NW 109th Street, Suite D  
Urbandale, IA. 50322

Date: 5/6/2022

Attn: Mr. David Wharff dwharff@olpconstructionia.com  
Phone: (515) 348-8110

From: John Knight johnk@architecturalarts.com  
Phone: 515-564-1873

Re: **NEVELN CENTER BUILDING RENOVATION - Ankeny, IA.**

Arch. Casework  
06.4000

Item	Description	Quoted Amount	6% Tax	Total
	ITC.010 - no cost changes			
	ITC.011 - no cost changes			
	ITC.015 - no cost changes			
<b><i>ITC.011aR1 - cost changes as follows:</i></b>				
	<b>ADD</b>	\$ 20,830	\$ 1,250	\$ 22,080
	<b>DEDUCT</b>	\$ (5,546)	\$ (338)	\$ (5,884)
*	Item 5_1_8 - Rm 2602 added plam tops and brackets			
*	Item 5_1_9 - Rm 2323 added plam tops and brackets			
*	Item 6_1_4 - Rm 3201 remove support legs			
*	Item 6_1_4 - Rm 3201 added upper and lower cabinet			
*	Item 6_1_7 - Rm 3022, 3026, 3222 added window sills			
*	Item 6_Sheet A103_Rm 3101 remove PL-5 wall Frame (not noted in outline)			
*	Item 6_Sheet A103_Rm 3101 revise lower cabs and add upper cabs			
*	Item 12_5_1, 2, 3- Board Rm 1120 revised dais, curved wall reveal spacing, dais panel joint spacing			
*	Item 12_6_1- Board Rm 1120 revised backside of dais			
*	Item 12_10_1, 2, 5, 6, 11- Board Rm 1120 revised dais and curved wall, clarified dims of dais, clarified dims on Board Rm curved feature wall, revised detail A3/A611, remove wood paneling from Chamber 1022 side			
*	Item 13_2_1 - 1919 Corridor East remove wall panel part of office front removal			
*	Item 14_1_N3/A605 - Rm3202 added elevation N3 that added wall panel adjacent to door			
*	Item 14_3_1 - Rm Copy/Print North revised casework dimensions			
*	Item 14_4_1, 2, 3, 4 - all items already accounted for above in Item 6_Sheet A103_Rm 3101			
*	Item 14_5_1 - all items already accounted for above in Item 6_1_4 and Item 6_1_4 - Rm 3201			
*	Item 15_2 - A3/A611 detail already accounted for above in Items 12			
*	Item 16_1_1 - Rm Chambers 1022 side already accounted for above in Item 12_10_1, 2, 5, 6, 11			
*	Rm 1301 elevation U1/A602_section P22/A640 - PL-1 kneewall structure below the ctop			
	Engineering hours to redraw from ITC.011aR1 revisions	\$ 2,631	\$ 158	\$ 2,789
<b>Total</b>		<b>\$ 17,915</b>	<b>\$ 1,075</b>	<b>\$ 18,990</b>

**Notes:**  
Board Room Dias - D21/A422 calls out below ctop as WD-2 while B22/A640 calls out removable plam panel below the ctop. We have priced for the dias on the backside below the ctop as PL-1. Above the ctop on the backside is priced as WD-2.

**NOTICE - PCO Quote Expires in 30 Days** 6/5/2022

Please sign & return authorizing Architectural Arts to proceed with this Change Order/Extra. Architectural Arts will not release any additional millwork without written authorization. When accepted, this proposal is considered part of any purchase order agreement.

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

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



## Change Order Proposal

Date: May 11, 2022  
 Customer: OLP Construction  
 Contact: David Wharff  
 Salesperson: Clay Schoenrock  
 clays@walshdoor.com  
 Ph: 515-262-9822

Project Name: **Ankeny CSD Neveln Center**



### ITC011AR1/Return Shops – Revised

- Openings #1002, 1022B, 3202A, 3202B & 2102D – Remove Opening
- Openings #1022E & 1022F – New wood door, wood frame and hardware
- Opening #1003 – Change to office function lockset with keyed cylinder in lieu of passage
- Opening #1022A – Change to LHR swing
- Openings #1203A & 1203B – Added overhead stop and changed closer to work with overhead stop
- Openings #1515, 2415 & 3026 – Change to full glass door elevation
- Openings #2111 & 2120C – Change to MDO primed door to be painted
- Opening #3026 – Change to office function lockset in lieu of storeroom
- Opening #3202 – Add new 3’0”x 8’0” full glass wood door, hollow metal frame, hinges, mortise passage set, closer, protection plate and wall stop
- Opening #3203 – Add new 3’0”x 7’0” flush wood door, wood frame, hinges, mortise passage set, closer, overhead stop and protection plate
- Opening #2022 – Add new 3’0”x 7’0” flush wood door, hollow metal frame, hinges, mortise storeroom set, closer and protection plate
- Opening #3101 – Change to RH swing and change to classroom lockset with keyed cylinder in lieu of passage

Add to Base Bid..... **\$3,308.00**

- Price excludes sales tax unless noted above.
- Price valid for thirty (30) days from date above.

#### Qualifications:

- Materials Supplier Only.

#### Excludes the following (unless otherwise noted):

- Installation
- Phased shipment/deliveries

**F.O.B. Point:** Job Site  
**Terms:** Net 30 Days with approved credit. No retainage allowed.



**Service Charge:** 1½% per month of fraction thereof for all unpaid accounts over 30 days old, not to exceed 18% per annum.

**Acceptance of Contract:** The prices, scope of work, specifications and support services as presented within the scope of this proposal are satisfactory and are hereby agreed to and accepted. By signing below and initialing each page you acknowledge that you have read and agree to the terms and conditions posted at <https://www.walshdoor.com/Terms.pdf>. Walsh Door & Security is authorized to perform the work as specified and payment terms are agreed upon and accepted. Final authorization of the agreement is based on the acceptance and full execution of this proposal by a duly authorized representative, officer of corporation or individual.

\_\_\_\_\_  
**Company (Printed)**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Name (Printed)**

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

**Purchase Order #:** \_\_\_\_\_

**DES MOINES**

2600 Delaware Avenue  
Des Moines, IA 50317  
p. 515.262.9822  
WalshDoor.com

**IOWA CITY**

2918 Industrial Park Road  
Iowa City, IA 52240  
p. 319.248.0114  
info@WalshDoor.com

**KANSAS CITY**

1606 Burlington Street  
North Kansas City, MO 64116  
p. 816.474.4500  
Page 99 of 233

## David Wharff

---

**From:** Mike Stevens <mike@midamglazing.com>  
**Sent:** Monday, April 25, 2022 12:37 PM  
**To:** David Wharff  
**Cc:** Dave Disney  
**Subject:** RE: Neveln - Hot List !

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Alum/Glass 08.4000  
\$3,133.00

David,

For ITC 11A-R1 ✓

Deduct for deleting office wall at 1002 \$ 840.00  
Add for new office wall at 3202 \$ 1,103.00  
Add for glass guardrail in steel frame by others at 2000 \$ 2,560.00  
For adding 2 doors lites doors \$ 310.00

For ITC 12 Deduct for glass height change \$ 395.00

ITC 15 does not affect us that I see.

## **Mike Stevens**

**Senior Estimator/ Operations Manager (Davenport Office)**

**Mid-American Glazing Systems, Inc. (MAGS)**

### DAVENPORT OFFICE

3750 W. River Dr.  
Davenport IA 52802  
(563) 383-6001 - phone  
(563) 383-0889 - fax

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---

**From:** David Wharff <dwharff@olpconstructionia.com>  
**Sent:** Monday, April 11, 2022 12:00 PM  
**To:** Mike Stevens <mike@midamglazing.com>  
**Cc:** Dave Disney <ddisney@olpconstructionia.com>  
**Subject:** Neveln - Hot List !  
**Importance:** High

Mike,

Here's the MAGS Neveln Hot List !

Dave Disney and I will organize a weekly Teams call with you; watch for the email Invite.

# HSI

## Hilsabeck Schacht Inc.

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

April 22, 2022  
OLP Construction  
Attn: Dave Wharff  
Re: Neviln Center – ITC 11AR1 ✓  
Revised Architectural layout  
Add.....

**\$7,244.95**

### Material:

3-5/8" 20ga Framing	950lf x \$1.25/lf = \$1,187.50
5/8" Type X GWB	576sf x \$.45/sf = \$259.20
Finish Goods	576sf x \$.25/sf = \$144.00
Plaster Patch Goods	LS \$80.00
Act ceiling	212sf x \$3.10/sf = \$657.20
Fasteners	LS \$50.00
<b>Total Material Cost = \$2,377.70</b>	

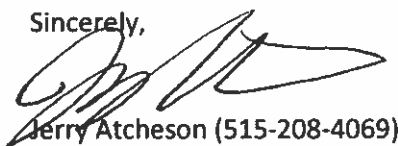
### Labor:

Framing	950lf x \$1.00/lf = \$950.00
Hang GWB	576sf x \$.75/sf = \$432.00
Finish GWB	576 x \$.75/sf = \$432.00
Plaster Patch	LS = \$250.00
Act Ceilings	212sf x \$1.00/.sf = \$212.00
Cleanup	2 hours x \$30/hour = \$60.00
<b>Total Bare labor cost \$2,336.00</b>	

Material	\$2,377.70
Stocking Fee 5%	\$118.89
Bare Labor	\$2,336.00
Tools 5%	\$116.80
Scaffolding 5%	\$116.80
<u>Union Burden 78.5%</u>	<u>\$1,833.76</u>
Sub Total	\$6,899.95
<u>5%OH&amp;P</u>	<u>\$345.00</u>
Total	<del>\$7,501.05</del>

Please feel free to call with any questions

Sincerely,



Jerry Atcheson (515-208-4069)

## David Wharff

---

**From:** Steve Whitson <steve@phillips-commercial.com>  
**Sent:** Friday, March 11, 2022 7:08 AM  
**To:** David Wharff  
**Cc:** Mark A. Bjork; Josiah Taylor; Zach Jungbluth  
**Subject:** Neveln ITC 011a

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

David,

There is no cost impact to our scope in response to ITC 011a. We will submit an updated shop drawing for reference. Let us know if you have any questions.

Thank you,

Steve Whitson  
Phillips' Floors Inc.  
2714 North Jefferson Way  
Indianola, IA 50125  
office: (515) 961-7300 ext. 33  
mobile: (515) 423-9386  
[www.phillipsfloors.com](http://www.phillipsfloors.com)



1740 E. University Ave.  
 Des Moines, Iowa 50316  
 Phone (515) 2435634  
[epainting1001@gwestoffice.net](mailto:epainting1001@gwestoffice.net)

Quotation valid until: May 21, 2022  
 Prepared by: pcebe  
 4.22.22

TO: OLP  
 attn: Dave Wharff

Painting 09.9100  
 \$960.00

Project: NEVELN Revised 4.27.22

## CHANGE

Description	AMOUNT
ITC 7 Add Bulkhead painting Breakroom 1220	\$ 125.00
ITC 11: stain, finish window componets 16 hr x 55 material	880.00 80.00
ITC 14: TypeB Ceiling 5 hr x 55 material	330.00 35.00
<b>TOTAL</b>	<b>\$ 1,450.00</b>

THANK YOU FOR YOUR BUSINESS!



Quote #	211320B
Project	Neveln Center
Location	Ankeny, IA
Addenda Acknowledged	0
Date	April 22, 2022
Quotation valid until	May 7, 2022
Quote by	Steve@epcoltdinc.com
Job #	22128

Quoted To:	Olp Construction
Attention:	Dave Wharff
Email/Fax:	dwharff@olpconstructionia.com

Description	Price
Visual Display Boards (Revised Per ITC 11aR1) To Reduce The Number Of Boards To: 5 - MB1 4'x6' Marker Boards ✓ 5 - MB2 4'x10' Marker Boards ✓ Results In A Credit Of	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">\$2,906.00</div>
<i>Note: Please advise how we are to proceed.</i>	
<b>Note: All items must be released for ASAP shipment by 08/01/2022 to maintain this pricing.</b>	
<i>NOTE: Manufacturers bids are per plans and specifications.</i>	
<b>Terms and Conditions</b> 1. Prices DO NOT include sales tax 2. Prices are quoted delivered to job site 3. Pricing includes one shipment per specification section. No separate phased shipments are included. 4. Fasteners provided for toilet partitions only. We exclude all other fasteners. 5. Lift gate deliveries and reconsignments will result in extra freight charges. 6. Prices are for material only unless otherwise noted 7. Net 30 days, we are a supplier not a contractor, and as such cannot allow retention to be held 8. Prices do not include costs of electronic billing (i.e. Textura or similar)	

To accept this quotation sign here and return: \_\_\_\_\_ Date: \_\_\_\_\_





3400 SE Miede Dr #6  
 Grimes, IA 50111  
 515.986.0975 ph  
 515.986.0979 fx

**REQUEST FOR PROPOSAL**

**DATE:** 4/26/2022

**TO:** OLP Construction LLC - David Wharff

**FROM:** Matt Spaulding

**RE:** Neveln Center - Ankeny CSD

**DESCRIPTION OF POTENTIAL CHANGE IN YOUR CONTRACTUAL SCOPE OF WORK:**

✓ Per ITC # 011AR1: Delete (2) WT-1 and add (3) WT-1 to Office 3222. Net change of adding (1) WT-1. Change from WT-1 to WT-3 in 2302 Green Room.

**CHANGE IN WORK SUBCONTRACTOR COST BREAKDOWN**

**TOTALS**

**MATERIAL:**

Description: Add (1) WT-1 48 x 108" in Office 3222

\$222.00

Description: Change from WT-1 to WT-3 in Green Room 2302

\$60.00

**LABOR:**

Description: Add installation of (1) WT-1.

\$22.00

Description: No change from WT-1 to WT-3.

**TOTAL COST CHANGE** (If no cost change indicate \$0)

\$304.00

**NOTE: Regarding WT-3 Blackout Fabric**

1. E-screen 0% does not exist
2. This quote provides Draper Sheerweave SW7500 blackout fabric (product data attached)
3. SW7500 provides color options with a darker outward facing fabric to keep exterior of the building looking consistent.
4. Has been selected by OPN Architects on numerous projects.

**Will this change affect the Schedule? (Check One)**

No:

Yes

# of Days \_\_\_\_\_

cc: Project File



7500 R13  
Ice



7500 R39  
Cloud



7500 R40  
Porcelain



7500 R41  
Limestone



7500 R97  
Mist



7500 R42  
Nimbus



7500 R43  
Tundra



7500 R17  
Dune



7500 R19  
Stone



7500 R20  
Odyssey



7500 R21  
Orient



7500 S97  
Orient x2

7500 R22  
Midnight

7500 R99  
Midnight x2

# Sheerweave® Style SW7500 Blackout Fabric

This attractive blackout fabric maintains high quality at an economical price. Style 7500 is presented in a classic range of neutral colors with a unique PVC-free composition and is ideal for commercial applications. SheerWeave Style 7500 is an excellent option when total light blockage is needed and all Style 7500 colors have an off-white backing.

## SHEERWEAVE STYLE 7500 Blackout

STANDARD WIDTH	118" (300cm)	FABRIC THICKNESS	0.016 in (0.40 mm)
ROLL LENGTH	30 Linear Yards (27.4 lm)	OPENNESS FACTOR	Opaque
COMPOSITION	100% Polyester with Acrylic Coating	ACOUSTICAL VALUE	NRC 0.00 / SAA 0.03
MESH WEIGHT	12.14 oz/yd <sup>2</sup> (412 g/m <sup>2</sup> )	ACOUSTICAL PERFORMANCE	NRC (Noise Reduction Coefficient) and SAA (Sound Absorption Average) tested in accordance with ASTM C423-09a.

## SPECIFICATIONS

FIRE CLASSIFICATION	California U.S. Title 19 (small scale), NFPA 101 (Class A Rating), NFPA 701 TM#1 (small scale), BS 5867 Part 2 Type B Performance, CAN/ULC-S 109 (large and small scale), IBC Section 803.1.1 (Class A Rating), CAN/CGSB 2-4.162-M80.
BACTERIA AND FUNGAL RESISTANCE	ASTM E 2180 and ASTM G21
ENVIRONMENTAL CERTIFICATION	Certified to GREENGUARD and GREENGUARD Gold standards for low chemical emissions into indoor air during product usage.
SAFE USE	RoHS/Directive 2002/95/EC, US Consumer Product Safety Commission Section 101 and ANSI/WCMA A 100.1-2007 for lead content.
STANDARD USES	Roller shades & panel tracks.
UV PROTECTION	Seal of Approval by the Melanoma International Foundation (MIF) for effectiveness in preventing sun damage to the skin or eyes.
WARRANTY	5-year interior.

## STYLE 7500 BLACKOUT

CODE / COLOR	COLOR	SOLAR OPTICAL PROPERTIES				SHGC/G VALUE g-tot (glass & blind) Single Insulating	
		TS%	RS%	AS%	TV%	1/4 CL	1 HA
Room-side	Street-side						
R13 Ice	Off-white	0	68	32	0	0.24	0.20
R39 Cloud	Off-white	0	68	32	0	0.24	0.20
R40 Porcelain	Off-white	0	68	32	0	0.24	0.20
R41 Limestone	Off-white	0	68	32	0	0.24	0.20
R97 Mist	Off-white	0	68	32	0	0.24	0.20
R42 Nimbus	Off-white	0	68	32	0	0.24	0.20
R43 Tundra	Off-white	0	68	32	0	0.24	0.20
R17 Dune	Off-white	0	68	32	0	0.24	0.20
R19 Stone	Off-white	0	68	32	0	0.24	0.20
R20 Odyssey	Off-white	0	68	32	0	0.24	0.20
R21 Orient	Off-white	0	68	32	0	0.24	0.20
R22 Midnight	Off-white	0	68	32	0	0.24	0.20
R99 Midnight x2	Midnight	0	68	32	0	0.24	0.20
S97 Orient x2	Orient	0	68	32	0	0.24	0.20



PRODUCT CERTIFIED FOR  
LOW CHEMICAL EMISSIONS  
UL COMF&G  
UL 2818



MIF Seal of  
Approval



PVC Free



Safe Use



Flame Retardant



Energy Saving



Printable



5  
YEAR  
Interior Warranty



Phthalate Free

**DRAPER®**

411 S. Pearl St. | Spiceland, IN 47385  
765.987.7999 | 800.238.7999  
draperinc.com

\*TS - Solar Transmittance, RS - Solar Reflectance, AS - Solar Absorptance, TV - Visual Transmittance \*SHGC = Solar Heat Gain Coefficient \*1/4 CL = 1/4" Clear Glass, 1 HA = 1" Heat Absorbing Glass \*Fabrics Installed Internally, Zero-Degree Profile Angle \*Solar Heat Gain Coefficient (SHGC) shown calculated according to Office of Building Technology, State and Community Programs, Energy Efficiency and Renewable Energy, U.S. Department of Energy's definition of SHGC. SHGC represents the percentage of solar heat gain that is transmitted to the interior through the glass and shading system. If you are using glass whose performance is listed in terms of SC, you may convert to SHGC by multiplying the SC by 0.87.

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INCORPORATED

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# OLP Construction, LLC

## TELEPHONE QUOTE FORM

Date: 05/12/22

Company Name: SKOD CONSTRUCTION Trade: SELF-LEVEL UNDERLAYMENT

Contact Person: SIAMUS STEPHENS Title: PRESIDENT

Address: \_\_\_\_\_ City: Desm State: IA Zip: \_\_\_\_\_

Phone: (515) 264.8420 Email: \_\_\_\_\_

Project Name: NEVELN CENTER

Price: \_\_\_\_\_

Service or Material Provided: \_\_\_\_\_

SELF-LEVEL 2-NORTH EXISTING ELEVATED CONC. SLAB,

25'x30' SLAB \$5,500<sup>00</sup>

STEPS \$1,000<sup>00</sup>

TOTAL \$6,500<sup>00</sup>

Printed Name: DAVE WURFF / OLP CONST.

Signature: \_\_\_\_\_

Title: PROJECT MGR. Date: 05/12/22



# ANKENY COMMUNITY SCHOOL DISTRICT

## Item Cover Sheet

**Title:** Contracts and Agreements

**Extended Information:**

- FY23 Food Service Renewal: Prime Vendor - Martin Brothers Inc.
  - FY23 Food Service Renewal: Bakery - Pan O'Gold
  - FY23 Food Service Renewal: Dairy - Anderson Erickson Dairy
  - FY23 Food Service Renewal: Produce - Loffredo Fresh Produce
  - FY23 Food Service Renewal: Chemicals - EMS Detergent
  - FY23 Food Service Renewal: Cleaning Grease Trap/Interceptors - Sweet Honey
  - Johnson Controls - Renewal Agreement for July 01, 2022-June 30, 2025 for \$12,501.00 for the first year
  - MidAmerican Energy Company - Elementary #12 - Gas Main Proposal
  - MidAmerican Energy Company - Elementary #12 - Gas Services Proposal
  - Juicebox Agreement - Upgrades and enhancements for \$13,650.00
  - Des Moines Movers and Shakers - DJ for CHS Homecoming Fall 2022 - \$2,500.00
  - Des Moines Public Schools - Contracted Services for Regular Education
  - Ankeny Summerfest Vendor Application - July 8-10, 2022
  - BSG Strategies - Independent Contractor Agreement - July 1, 2022 - Sept. 30, 2022 for \$6,000.00
  - Asset Services Fixed Asset and Building Mechanical/Physical Plant Equipment inventory, valuation, and reconciliation - \$107,000.00
  - PowerSchool eFinance Plus - Maintenance Renewal - 2022-23 for \$2,659.35
  - PowerSchool eFinance Plus - License Renewal -2022-23 for \$687.96
  - First Interstate Bank - MasterCard Smart Data Enrollment Form and Agreement
  - Employee & Family Resources - SAP and EAP Renewals - 2022-2023
  - College Board - AP Program Renewal - 2022-2023
- Superintendent's Recommendation: Approve the contracts and agreements as recommended.

**Summary:**

**Johnson Controls** - Yearly metasys software subscription update for our HVAC controls.  
**MidAmerican Energy** - This is MidAmerican gas agreement to get gas to Elementary #12.  
**JuiceBox** - The Ankeny Schools website is a central hub of information for district initiatives, messages, and resources. The Communications Department is proposing a one time expenditure of \$13,650 for an enhanced website experience, which includes an expanded navigation menu, new content blocks of information, an embedded pdf reader on the website, and a resource library. These enhancements will improve the user experience and better connect Ankeny students, staff, and parents with the information they need to be successful.

**Fiscal Impact:**

**ATTACHMENTS:**

File Name	Description	Type	Upload Date
<a href="#">Nutrition Services - 2022-2023 Board Contract Extension Recommendations.pdf</a>	FY23 Nutrition Services - Contract Extensions	Support Document	6/13/2022
<a href="#">Johnson Controls - ANKENY_CSD_METASYS_PSA_FY22_YR_1_OF_3.pdf</a>	Johnson Controls	Support Document	6/13/2022
<a href="#">Proposal - Ankeny Elementary 12 Gas Main.pdf</a>	MidAmerican Energy - Gas Main Proposal	Support Document	6/13/2022
<a href="#">Proposal - Ankeny Elementary 12 Gas Service.pdf</a>	MidAmerican Energy - Gas Services Proposal	Support Document	6/13/2022
<a href="#">Juicebox - AnkenyCSD WebsiteEnhancements Agreement.pdf</a>	Juicebox Agreement	Support Document	6/17/2022
<a href="#">Des Moines Movers and Shakers - CHS Homecoming Fall 2022.pdf</a>	Des Moines Movers and Shakers - CHS DJ Homecoming 2022	Support Document	6/13/2022

<a href="#">Professional Services Agreement - Des Moines Movers and Shakers - CHS Homecoming Fall 2022.pdf</a>	Professional Service Agreement - DJ CHS Homecoming	Support Document	6/13/2022
<a href="#">Des Moines - Contracted Services for Regular Education - Redacted.pdf</a>	Des Moines Public Schools - Contract Services for Regular Education	Support Document	6/14/2022
<a href="#">Summerfest Vendor Space Application.pdf</a>	Ankeny Summerfest Application	Support Document	6/14/2022
<a href="#">Ankeny SummerFest Vendors - 2022 RULES AND REGULATIONS.pdf</a>	Ankeny Summerfest Rules and Regulations	Support Document	6/14/2022
<a href="#">BSG Strategies - Independent Contract Agreement.GENTZ.v1.pdf</a>	BSG Strategies - Independent Contractor Agreement	Support Document	6/15/2022
<a href="#">Asset Services - Fixed Asset Inventory.pdf</a>	Asset Services - Fixed Asset Inventory	Support Document	6/16/2022
<a href="#">PowerSchool eFinance Plus - Maintenance Renewal - Ankeny EFP M.S.pdf</a>	PowerSchool eFinance Plus Maintenance Renewal	Support Document	6/16/2022
<a href="#">PowerSchool eFinance Plus - License Renewal -Ankeny EFP M.S.pdf</a>	PowerSchool eFinance Plus License Renewal	Support Document	6/16/2022
<a href="#">FIB - MasterCard Smart Data Enrollment Form and Agreement (1).pdf</a>	FIB - MasterCard Smart Data Enrollment Form	Support Document	6/17/2022
<a href="#">Ankeny Community School District 2022-23 EAP Renewal 06012022.pdf</a>	EFR- EAP Renewal	Support Document	6/17/2022
<a href="#">Ankeny CSD 2022-23 SAP Renewal 06012022.pdf</a>	EFR - SAP Renewal	Support Document	6/17/2022
<a href="#">College Board Contract - AP Program.pdf</a>	College Board - AP Program	Support Document	6/17/2022

**Ankeny Community School District**  
306 SW School Street  
Ankeny, IA 50023  
Phone 515-289-3952

## Agenda Item

To: Dr. Pruitt, Superintendent and Board of Education  
From: Scott Litchfield, Nutrition Services Director  
Date: June 20, 2022  
Re: Nutrition contract extensions for School Year 2022-2023

### Summary

Ankeny Schools Nutrition Services partner with other local school districts to form a buying group. The buying groups are known as: WASS (Waukee, Ankeny, Southeast Polk, Saydel) and SAS (Southeast Polk, Ankeny, Saydel). Original Request for Proposals (RFP's) for Prime Vendor, Produce, Dairy, Chemicals, and Grease Trap Cleaning, were distributed over the past four years. Original proposals were collected from multiple vendors and evaluations were tabulated based on the criteria set forth in each RFP, with price being the highest weighted criteria. Successful bids were awarded. Each bid was granted a contract for one (1) original year, with the option to renew for an additional four (4), one (1) year periods.

Based on the original contracts awarded and current pricing, it is my recommendation that Ankeny Schools extend the following contracts for the 2022-2023 year:

Prime Vendor:	Martin Brothers – Board signature needed
Produce:	Loffredo Fresh Produce – Board signature needed
Bread:	Pan O' Gold (POG) – Board signature needed
Dairy:	Anderson Erickson Dairy – NO Board signature needed
Chemicals:	EMS Detergent – Board signature needed
Grease Interceptor/Trap Cleaning and Hauling:	Sweet Honey – Board signature needed

Scott Litchfield  
Nutrition Services Director  
Ankeny Community School District

**RENEWAL OF CONTRACT PRIME VENDOR**

WHEREAS, on or about the 19th day of February, 2018, the WASS Buying Group [Waukee CSD, Ankeny CSD, Southeast Polk CSD, and Saydel CSD] (hereinafter WASS) issued a Request for Proposal for Prime Vendor (hereinafter "RFP");

WHEREAS, Martin Brothers Distributing Company submitted a proposal in response to the RFP;

WHEREAS, at each district's (Waukee, Ankeny, Southeast Polk, and Saydel) June, 2018 Board meeting the respective Boards awarded a Contract, as defined in the RFP, to Martin Brothers Distributing Company for the provision of Prime Vendor (the "Original Contract");

WHEREAS, the term of the Original Contract ended on June 30, 2019;

WHEREAS, pursuant to Section 1.5 of the RFP, which is made part of the Original Contract, WASS has the option to renew the Original Contract for up to four (4) additional one-year periods by mutual agreement of WASSB and Martin Brothers Distributing Company;

WHEREAS, WASS and Martin Brothers Distributing Company now desire to renew the Original Contract for Prime Vendor for an additional year.

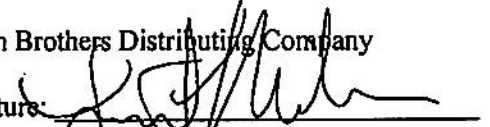
NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

Section 1. The term of the Original Contract for Prime Vendor shall be renewed for one additional one-year period, beginning on July 1, 2022, and ending on June 30, 2023. Martin Brothers Distributing Company agrees that they will secure for WASS districts the best possible pricing for food and supplies for the 2022-2023 school year and will submit required invoices for all audits at the request of the WASS Buying Group.

Section 2. Except as modified herein, all of the terms and conditions of the Original Contract, including those set forth in the RFP, which are hereby incorporated by reference and made a part hereof, are in all respects ratified, confirmed, and approved and shall remain in full force and effect.

Section 3. This Renewal of Contract shall take effect immediately upon execution.

IN WITNESS WHEREOF, the parties have duly executed this Renewal of Contract as of July 1, 2022.

Martin Brothers Distributing Company	Ankeny Community School District
Signature: 	Signature: _____
Printed Name: <u>Jennifer Meinders</u>	Printed Name: _____
Title: <u>VP of Merchandising</u>	Title: Board President
Date: <u>5/24/22</u>	Date: _____



**RENEWAL OF CONTRACT PRODUCE VENDOR**

WHEREAS, on or about the 19<sup>th</sup> day of February 2018, the WASSB Buying Group [Waukee CSD, Ankeny CSD, Southeast Polk CSD and Saydel CSD] (hereinafter WASSB) issued a Request for Proposal for Produce Vendor (hereinafter "RFP");

WHEREAS, Loffredo Fresh Produce Co. Inc submitted a proposal in response to the RFP;

WHEREAS, at each district's (Waukee, Ankeny, Southeast Polk & Saydel) June, 2018 Board meeting the respective Boards awarded a Contract, as defined in the RFP, to US Foods Inc for the provision of Produce Vendor (the "Original Contract"); Due to unforeseen difficulties, US Foods Inc's contract terminated on September 28, 2018 and was awarded to the next lowest, responsive bidder- Loffredo Fresh Produce Co. Inc

WHEREAS, the term of the Original Contract ends on June 30, 2019;

WHEREAS, pursuant to Section 1.5 of the RFP, which is made part of the Original Contract, WASS has the option to renew the Original Contract for up to four (4) additional one-year periods by mutual agreement of WASS and Loffredo Fresh Produce Co, Inc;

WHEREAS, WASS [Waukee CSD, Ankeny CSD, Saydel CSD and Southeast Polk CSD] (hereinafter WASS) and Loffredo Fresh Produce Co, Inc; now desire to renew the Original Contract for Produce Vendor for an additional year.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

Section 1. The term of the Original Contract for Prime Vendor shall be renewed for one additional one-year period, beginning on July 1, 2022, and ending on June 30, 2023. Loffredo Fresh Produce Co, Inc agrees that they will secure for WASS districts the best possible pricing for produce for the 2022-2023 school year and will submit required invoices for all audits at the request of the WASS Buying Group.

Section 2. Except as modified herein, all of the terms and conditions of the Original Contract, including those set forth in the RFP, which are hereby incorporated by reference and made a part hereof, are in all respects ratified, confirmed, and approved and shall remain in full force and effect.

Section 3. This Renewal of Contract shall take effect immediately upon execution.

IN WITNESS WHEREOF, the parties have duly executed this Renewal of Contract as of this June, 2022.

Loffredo Fresh Produce Co. Inc  
Signature: Bill Day  
Printed Name: BILL DAY  
Title: DIRECTOR FOODSERVICE SALES  
Date: 06/06/2022

Ankeny Community School District  
Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: Board President  
Date: \_\_\_\_\_

**RENEWAL OF CONTRACT BREAD DELIVERY**

WHEREAS, on or about the 18<sup>th</sup> day of May 2020, the Ankeny, Southeast Polk, and Saydel Community School Districts issued a Request for Proposal for bread delivery (hereinafter "RFP");

WHEREAS, Pan-O-Gold Baking Company submitted a proposal in response to the RFP;

WHEREAS, in of June, 2020, Ankeny CSD (hereinafter "ACSD") awarded a Contract, as defined in the RFP, to Pan-O-Gold Baking Company for the provision of bread delivery (the "Original Contract");

WHEREAS, the term of the Original Contract ends on June 30, 2021;

WHEREAS, pursuant to the RFP, which is made part of the Original Contract, ACSD has the option to renew the Original Contract for up to four (4) additional one-year periods by mutual agreement of ACSD and Pan-O-Gold Baking Company;

WHEREAS, Pan-O-Gold Baking Company has submitted price quotes to ACSD in connection with the proposed renewal of the Original Contract; and

WHEREAS, ACSD and Pan-O-Gold Baking Company now desire to renew the Original Contract for bread delivery for an additional year.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

Section 1. The term of the Original Contract for bread delivery shall be renewed for one additional one-year period, beginning on July 1, 2022, and ending on June 30, 2023. Pan-O-Gold Baking Company certifies that its price quotes for said renewal period are correct and agrees to provide any or all services and products upon which prices are proposed at the prices set correlating to each service or product.

Section 2. Except as modified herein, all of the terms and conditions of the Original Contract, including those set forth in the RFP, which are hereby incorporated by reference and made a part hereof, are in all respects ratified, confirmed, and approved and shall remain in full force and effect.

Section 3. This Renewal of Contract shall take effect immediately upon execution.

IN WITNESS WHEREOF, the parties have duly executed this Renewal of Contract as of the June 2022 board meeting.

Pan-O-Gold Baking Company

Ankeny Community School District

By: PAN-O-GOLD BAKING  
Name: Curt Geisenhoff  
Title: Sales Manager  
Date: 5-13-22

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Board President  
Date: \_\_\_\_\_

I certify by my signature below that the PRICES quoted in this bid are correct and that the bid conforms to all specifications and requirements outlined in the solicitation. I further certify that I have the authority to obligate the company to perform under the terms and conditions stated in this solicitation, which is hereby incorporated by reference and made a part hereof, and the company agrees to be bound by such terms and conditions and any resulting contract. I further agree that any conflict between the terms and conditions of the solicitation and the company's bid documents will be resolved in favor of the solicitation, except as may be otherwise agreed to in writing by the Distributor and the SFA.

I understand that each delivery will be inspected by a representative of the District and an item may be rejected if it fails to meet the specification or is damaged in any way.

I understand that if shortages occur, it is my company's responsibility to deliver the difference the same day if requested.

The undersigned hereby offers to provide milk as specified in this bid for the period starting June 30, 2022 and ending June 30, 2023.

I (or We) acknowledge and accept the General Terms and Conditions as set forth in this IFB and I affirm, under penalty of perjury, that I am authorized to submit this information on behalf of (name of firm) Anderson Erickson Dairy and that the information contained herein is true and correct to the best of my knowledge and belief.

No employee of the District shall realize, directly or indirectly, any significant personal material or monetary gain as a result of his/her association with the Distributor or have a material financial interest in any contract or subcontract between the Distributor and District.

I understand that the District reserves the right to reject any or all bids, and that this bid may not be withdrawn during a period of thirty (30) days from the time of opening of the bid.

Organization Name (print): Anderson Erickson Dairy

Name and Title of Authorized Representative (print): Bob Seidl, Accounting Manager

Address 2420 E. University Ave. City: Des Moines State IA ZIP 50317

Signer's Printed Name: Bob Seidl

Title: Accounting Manager

Signature (Of authorized representative): Bob Seidl Date 5-13-22

\* Prices quoted are subject to the attached escalator clause.

\*\* Prices quoted will remain firm for the entire 2022-23 school year.

We furnish and maintain all necessary milk coolers. Please note that when a school system owns their own coolers .0050/1/2 pint can be deducted.

We agree to extend this bid for an additional 1 year beyond the 2022-23 school year. Pricing for each succeeding year will be determined at the end of the prior year and will be mutually agreed upon by both parties.

**RENEWAL OF CONTRACT KITCHEN CHEMICAL CONTRACT**

WHEREAS, on or about the 19th day of February, 2019, the SAS Buying Group [Southeast Polk CSD, Ankeny CSD, and Saydel CSD] (hereinafter WASS) issued a Request for Proposal for Kitchen Chemicals (hereinafter "RFP");

WHEREAS, EMS Detergent Services submitted a proposal in response to the RFP;

WHEREAS, at each district's (Southeast Polk, Ankeny, and Saydel) June, 2018 Board meeting the respective Boards awarded a Contract, as defined in the RFP, to EMS Detergent Services for the provision of Kitchen Chemicals (the "Original Contract");

WHEREAS, the term of the Original Contract ends on June 30, 2019;

WHEREAS, pursuant to Section 1.5 of the RFP, which is made part of the Original Contract, SAS has the option to renew the Original Contract for up to four (4) additional one-year periods by mutual agreement of SAS and EMS Detergent Services;

WHEREAS, SAS and EMS Detergent Services now desire to renew the Original Contract for Prime Vendor for an additional year.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

Section 1. The term of the Original Contract for Kitchen Chemicals shall be renewed for one additional one-year period, beginning on July 1, 2022, and ending on June 30, 2023. EMS Detergent Services agrees that they will secure for SAS districts the best possible pricing for food and supplies for the 2022-2023 school year and will submit required invoices for all audits at the request of the SAS Buying Group.

Section 2. Except as modified herein, all of the terms and conditions of the Original Contract, including those set forth in the RFP, which are hereby incorporated by reference and made a part hereof, are in all respects ratified, confirmed, and approved and shall remain in full force and effect.

Section 3. This Renewal of Contract shall take effect immediately upon execution.

IN WITNESS WHEREOF, the parties have duly executed this Renewal of Contract as of June, 2022.

EMS Detergent Services

Southeast Polk Community School District

Signature: 

Signature: \_\_\_\_\_

Printed Name: Daniel J. Hays

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

Title: owner

Title: Board President

Date: 4/27/2022

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

**RENEWAL OF CONTRACT GREASE INTERCEPTOR/TRAP CLEANING & REMOVAL**

WHEREAS, on or about the 27<sup>th</sup> day of May 2021, the Ankeny, Southeast Polk and Saydel Community School Districts issued an Invitation for Bid for Grease Interceptor/trap cleaning and removal (hereinafter "IFB");

WHEREAS, Sweet Honey, submitted a proposal in response to the IFB;

WHEREAS, on or about the 14<sup>th</sup> day of June 2021, Ankeny CSD (hereinafter "ACSD") awarded a Contract, as defined in the IFB, to Sweet Honey for the service of Grease interceptor/trap cleaning and removal (the "Original Contract");

WHEREAS, the term of the Original Contract begins on July 1, 2021 and ends on June 30, 2022;

WHEREAS, pursuant to the IFB, which is made part of the Original Contract, ACSD has the option to renew the Original Contract for up to four (4) additional one-year periods by mutual agreement of ACSD and Sweet Honey;

WHEREAS, Sweet Honey has submitted price quotes to ACSD in connection with the proposed renewal of the Original Contract; and

WHEREAS, ACSD and Sweet Honey now desire to renew the Original Contract for Grease Interceptor/Trap cleaning and removal for an additional year.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

Section 1. The term of the Original Contract for bread delivery shall be renewed for one additional one-year period, beginning on July 1, 2022, and ending on June 30, 2023. Sweet Honey certifies that its price quotes for said renewal period are correct and agrees to provide any or all services and products upon which prices are proposed at the prices set correlating to each service.

Section 2. Except as modified herein, all of the terms and conditions of the Original Contract, including those set forth in the IFB, which are hereby incorporated by reference and made a part hereof, are in all respects ratified, confirmed, and approved and shall remain in full force and effect.

Section 3. This Renewal of Contract shall take effect immediately upon execution.

IN WITNESS WHEREOF, the parties have duly executed this Renewal of Contract as of the June 2022.

Sweet Honey

Ankeny Community School District

By: *Ben Cadwell*  
Name: Ben Cadwell  
Title: Owner  
Date: 5/31/22

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Board President  
Date: \_\_\_\_\_

# Johnson Controls planned service proposal

## Prepared for ANKENY CSD DISTRICT OFFICE

Customer  
ANKENY CSD DISTRICT OFFICE

Local Johnson Controls Office  
11318 AURORA AVE  
DES MOINES, IA 503227907

Agreement Start Date:  
07/01/2022

Proposal Date  
06/1/2022

Estimate No:  
1-1FFPODBC



## Partnering with you to deliver value-driven solutions

Every day, we transform the environments where people live, work, learn and play. From optimizing building performance to improving safety and enhancing comfort, we are here to power your mission.

A Planned Service Agreement with Johnson Controls provides you with a customized service strategy designed around the needs of your facility. Our approach features a combination of scheduled, predictive and preventative maintenance services that focus on your goals.

As your building technology services partner, Johnson Controls delivers an unmatched service experience delivered by factory-trained, highly skilled technicians who optimize operations of the buildings we work with, creating productive and safe environments for the people within.

By integrating our service expertise with innovative processes and technologies, our value-driven planned service solutions deliver sustainable results, minimize equipment downtime and maximize occupant comfort.

**With more than a century of healthy buildings expertise, Johnson Controls leverages technologies to successfully deliver smart solutions to facilities worldwide.**



Johnson Controls was recognized by Frost & Sullivan as the 2020 North American Company of the Year for innovation in the Smart connected Chillers market

## Executive summary

Planned service proposal for ANKENY CSD DISTRICT OFFICE

Dear TIM SIMPKINS,

We value and appreciate your interest in Johnson Controls as a service provider for your building systems and are pleased to provide a value-driven maintenance solution for your facility. The enclosed proposal outlines the Planned Service Agreement we have developed on your facility.

Details are included in the Planned Service Agreement summary (Schedule A), but highlights are as follows:

- In this proposal we are offering a service agreement for 3 Years starting 07/01/2022 and ending 06/30/2025.
- The agreement price for first year is \$12,501.00; see Schedule A, Supplemental Price and Payment Terms, for pricing in subsequent years.
- The equipment options and number of visits being provided for each piece of equipment are described in Schedule A, Equipment list.

As a manufacturer of both mechanical and controls systems, Johnson Controls has the expertise and resources to provide proper maintenance and repair services for your facility.

Again, thank you for your interest in Johnson Controls and we look forward to becoming your building technology services partner.

Please contact me if you have any questions.

Sincerely,

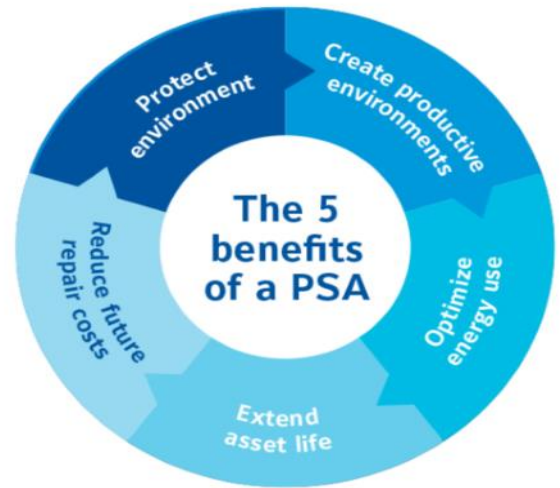
Mark Mason  
Service Manager  
(866) 208-6823

**The power behind your mission**

## Benefits of planned service

A Planned Service Agreement with Johnson Controls will allow you to optimize your building's facility performance, providing dependability, sustainability and energy efficiency. You'll get a value-driven solution that fits your specific goals, delivered with the attention of a local service company backed by the resources of a global organization.

With this Planned Service Agreement, Johnson Controls can help you achieve the following five objectives:



1. **Identify energy savings Opportunities**

Since HVAC equipment accounts for a major portion of a building's energy usage, keeping your system performing at optimum levels may lead to a significant reduction in energy costs.

2. **Reduce future repair costs**

Routine maintenance may maximize the life of your equipment and may reduce equipment breakdowns.

3. **Extend asset life**

Through proactive, factory-recommended maintenance, the life of your HVAC assets may be extended, maximizing the return on your investment.

4. **Ensure productive environments**

Whether creating a comfortable place where employees can be productive or controlling a space to meet specialized needs, maintenance can help you achieve an optimal environment for the work that is being accomplished

5. **Promote environmental health and safety**

When proper indoor conditions and plant requirements are maintained, business outcomes may be improved by minimizing sick leave, reducing accidents, minimizing greenhouse gas emissions and managing refrigerant requirements.

All of the services we perform on your equipment are aligned with "The 5 Values of Planned Maintenance" and our technicians understand how the work they perform can help you accomplish your business objectives.



## Our partnership

### Personalized account management

A Planned Service Agreement also provides you with the support of an entire team that knows your site and can closely work with you on budget planning and asset management. Your local Johnson Controls account management team can help guide planned replacement, energy retrofits and other building improvement projects. You'll have peace of mind that an entire team of skilled professionals will be looking out for what is best for your facility and budget.

### A culture of safety

Johnson Controls technicians take safety seriously and personally, and integrate it into everything they do. All of our technicians participate in regular and thorough safety training. Because of their personal commitment, we are a leader in the HVAC service industry for workplace safety performance. This means that you do not have to worry about us when we are on your site.

### Commitment to customer satisfaction

Throughout the term of your Planned Service Agreement, we will periodically survey you and use your feedback to continue to make improvements to our service processes and products. Our goal is to deliver the most consistent and complete service experience possible. To meet this goal, we've developed and implemented standards and procedures to ensure you receive the ultimate service experience – every time.

### Energy & sustainability

A more sustainable world one building at a time – Johnson Controls is a company that started more than 125 years ago with a product that reduced energy use in buildings. We've been saving energy for customers ever since. Today, Johnson Controls is a global leader in creating smart environments where people live, work and play, helping to create a more comfortable, safe and sustainable world.

### The value of integrity

Johnson Controls has a long, proud history of integrity. We do what we say we will do and stand behind our commitments. Our good reputation builds trust and loyalty. In recognition for our commitment to ethics across our global operations, we are honored to be named one of the World's Most Ethical Companies by Ethisphere Institute, a leading think tank dedicated to business ethics and corporate social responsibility. In addition, Corporate Responsibility Magazine recognizes Johnson Controls as one of the top companies in its annual "100 Best Corporate Citizens" list.

## Service delivery

As part of the delivery of this Planned Service Agreement, Johnson Controls will dedicate a local customer service agent responsible for having a clear understanding of the agreement scope, and your facility procedures and protocols.

A high-level overview around our service delivery process is outlined below including scheduling, emergency service, on-site paperwork, communication and performing repairs outside of the agreement scope.

## Scheduling

Preventative maintenance service will be scheduled using our automated service management system. In advance of the scheduled service visit, our technician is sent a notice of service to a smartphone. Once the technician acknowledges the request, your customer service agent will call or e-mail your on-site contact to let you know the start date and type of service scheduled.

The technician checks in, wears personal protective equipment, performs the task(s) as assigned, checks out with you and asks for a screen capture signature on the smartphone device. A work order is then e-mailed, faxed or printed for your records.

## Emergency services

Emergency service can be provided 7 days a week, 24 hours a day, 365 days a year. During normal business hours, emergency service will be coordinated by the customer service agent. After hours, weekends and holidays, the emergency service number transfers to the Johnson Controls after-hours call center and on-call technicians are dispatched as needed.

Johnson Controls is committed to dispatching a technician within hours of receiving your call through the service line. A work order is e-mailed, faxed or printed for your records. Depending on the terms of your agreement, you may incur charges for after hour services.

## Communication

A detailed communication plan will be provided to you so you know how often we will provide information to you regarding your Planned Service Agreement. The communication plan will also provide you with your main contacts at Johnson Controls.

## Approval process for non-covered items

Johnson Controls will adhere to your procurement process. No work will be performed outside of the agreement scope without prior approval. Johnson Controls will work with you closely to ensure your procurement process is followed before any non-covered item work is started.

## Summary of services and options

### Comprehensive and operational inspections

During comprehensive and operational inspections, Johnson Controls will perform routine checks of the equipment for common issues caused by normal wear and tear on the equipment. Additional tests can be run to confirm the equipment's performance.

Routine maintenance, such as lubrication, cleaning and tightening connections, can be performed depending on the type of equipment being serviced. Routine maintenance is one of the keys to the five values of maintenance – it can help identify energy saving opportunities, reduce future repair costs, extend asset life, ensure productive environments, and promote health and safety.

### Install Updates supplied with Software Subscription

Our expert technicians will install software upgrades (supplied separately) to keep your system up-to-date. This helps minimize disruptions to your daily operations and staff during the upgrade process. Keeping your software up-to-date allows you to take advantage of the latest features and enhancements, and helps maintain compatibility with the latest technology on the market. Updating the system software is also a best practice to minimize cybersecurity vulnerabilities.

### Metasys Software Subscription

We will provide the most recent software release allowed by the hardware and operating systems of your existing computers and servers for the number of years specified. Labor to install the updates is available as an additional option. Keeping your software up-to-date allows you to take advantage of the latest features and enhancements, and helps maintain compatibility with the latest technology on the market. Updating the system software is also a best practice to minimize cybersecurity vulnerabilities.

### Customer Portal / Service Information Access

The Johnson Controls customer portal is the online gateway to easily access various elements of your service information. This real-time, self-service mechanism is just one more way for you to stay in touch with our service within your facilities. Using the internet, you can view service call history by location, monitor agreements, as well as view asset and invoice information.

## Summary

Thank you for considering Johnson Controls as your building technology services partner. The following agreement document includes all the details surrounding your Planned Service Agreement.

With planned service from Johnson Controls, you'll get a value-driven solution that can help optimize your building controls and equipment performance, providing dependability, sustainability and energy efficiency. You'll get a solution that fits your specific goals, delivered with the attention of a local service company backed by the resources of a global organization.

The power behind **your mission**

## Planned Service Agreement

Customer Name : ANKENY CSD DISTRICT OFFICE  
Address: 306 SW SCHOOL ST ANKENY, IA 50023-3033  
Proposal Date: 06/01/2022  
Estimate #: 1-1FFPODBC

### Scope of Service

Johnson Controls, Inc. ("JCI") and the Customer (collectively the "Parties") agree Preventative Maintenance Services, as defined in Schedule A ("Services"), will be provided by JCI at the Customer's facility. This Planned Service Agreement, the Equipment List, Supplemental Price and Payment Terms, Terms and Conditions, and Schedules attached hereto and incorporated by this reference as if set forth fully herein (collectively the "Agreement"), cover the rights and obligations of both the Customer and JCI.

### Extended Service Options for Premium Coverage

If Premium Coverage is selected, on-site repair services to the equipment will be provided as specified in this Agreement for the equipment listed in the attached Equipment List.

### Equipment List

Only the equipment listed in the Equipment List will be covered as part of this Agreement. Any changes to the Equipment List must be agreed upon in writing by both Parties.

### Term / Automatic Renewal

This Agreement takes effect on 07/01/2022 and will continue until 06/30/2025 ("Original Term"). The Agreement will automatically renew and extend for successive terms equal to the Original Term unless the Customer or JCI gives the other written notice it does not want to renew prior to the end of the then-current term (each a "Renewal Term"). The notice must be delivered at least (90) days prior to the end of the Original Term or of any Renewal Term. The Original Term and any Renewal Term may be referred to herein as the "Term". Renewal price adjustments are discussed in the Terms and Conditions.

### Refrigerant Charges

Refrigerant is not included under this Agreement and will be billed separately to the Customer by JCI.

**Price and Payment Terms**

The total Contract Price for JCI's Services during the first year of the Original Term is \$12,501.00. This amount will be paid to JCI in advance in Annual installments. Pricing for each subsequent year of a multiyear Original Term is set forth in the Supplemental Price and Payment Terms. Unless otherwise agreed to by the parties, All payments will be due upon receipt. Renewal price adjustments are set forth in the Terms and Conditions.

Invoices will be sent to the following location:

ANKENY COMMUNITY SCHOOL DISTRICT  
306 SW SCHOOL STREET  
PO BOX 189  
ANKENY,IA 50023

In lieu of paper invoices sent to the location above, invoices should be emailed to the following email address: \_\_\_\_\_

Please check the applicable box indicating Customer Purchase Order (PO) Requirements:

No PO Required       Single PO Required for Initial Term       Annual PO Required

**This proposal is valid for thirty days from the proposal date.**

**JOHNSON CONTROLS Inc.**

By: Mark Mason  
Signature: \_\_\_\_\_  
Title: Service Manager      Date: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_      Date: \_\_\_\_\_

By: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_      Date: \_\_\_\_\_  
Customer PO#: \_\_\_\_\_

JCI Branch: JOHNSON CONTROLS DES MOINES IA CB - 0N09  
Address: 11318 AURORA AVE  
DES MOINES, IA 503227907  
Branch Phone: (866) 208-6823  
Branch Email: \_\_\_\_\_

**Schedule A - Equipment List**

<b>ANKENY CSD DISTRICT OFFICE</b>	<b>306 SW SCHOOL ST ANKENY, IA 50023-3033</b>
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**Product: Controls Software, Supervisory/Server/UI, Johnson Controls, ADX**

Quantity: 1

Coverage Level: Basic

**Services Provided**

- 1 Install ADX & NxE software (supplied with Software Upgrade/Subscription) - 21 to 50 NxE's
- 1 ADX 10-User Site Dir Software Subscription 1-year - Subscription Only

**Customer Tag**

**Manufacturer**  
JCI\_YORK

**Model #**  
METASYS

**Serial #**  
METASYSSITE030866A

## Equipment tasking

### **Controls Software, Supervisory/Server/UI, Johnson Controls, ADX**

ADX 10-User Site Dir  
Software Subscription  
1-year - Subscription  
Only

All work must be performed in accordance with Johnson Controls safety policies  
Check with appropriate customer representative for operational deficiencies  
Upgrade ADX software to latest Metasys release  
Document tasks performed during visit and report any observations to appropriate customer representative

Install ADX & NxE  
software (supplied with  
Software  
Upgrade/Subscription) -  
21 to 50 NxE's

All work must be performed in accordance with Johnson Controls safety policies  
Check with appropriate customer representative for operational deficiencies  
Upgrade ADX software to latest Metasys release  
Upgrade NxE software to latest Metasys release  
Document tasks performed during visit and report any observations to appropriate customer representative



**Supplemental Price & Payment Terms (Applies to Multi-Year Contracts Only)**

<b>Year</b>	<b>Total Annual Dollar Amount</b>	<b>Payment Frequency</b>
Year1	\$12,501.00	Annually
Year2	\$13,502.00	Annually
Year3	\$14,583.00	Annually

**Special Additions and Exceptions**

**TERMS AND CONDITIONS**  
**DEFINITIONS (REV 11/21)**

**DIGITAL ENABLED SERVICES** mean services provided hereunder that employ JCI software and cloud-hosted software offerings and tools to improve and enable such services. Digital Enabled Service may include, but are not limited to, (a) remote inspection, (b) advanced equipment fault detection and diagnostics, and (c) data dashboarding and health reporting.

**CONTRACT PRICE** means the price that Customer shall pay to JCI for the Services.

**COVERED EQUIPMENT** means the equipment for which Services are to be provided under this Agreement. Covered Equipment is set forth in Schedule A - Equipment List.

**EQUIPMENT FAILURE** means the failure, under normal and expected working conditions, of moving parts or electric or electronic components of the Covered Equipment that are necessary for its operation.

**PREMISES** means those Customer premises where the Covered Equipment is located or Services performed pursuant to this Agreement.

**REMOTE MONITORING SERVICES** means remote monitoring of Covered Equipment and/or systems including building automation, HVAC equipment, and fire alarm, intrusion, and/or other life safety systems for alarm and event notifications using a UL Certified Central Station.

**REMOTE OPERATIONS CENTER (ROC)** is the department at JCI that remotely monitors alarm and industrial (HVAC) process signals.

**REMOTE OPERATING SERVICES** means remote interrogation, modification and/or operation of building automation, HVAC equipment, and/or other Covered Equipment.

**REPAIR LABOR** is the labor necessary to restore Covered Equipment to working condition following an Equipment Failure, but does not include services relating to total equipment replacement due to obsolescence or unavailability of parts.

**REPAIR MATERIALS** are the parts and materials necessary to restore Covered Equipment to working condition following an Equipment Failure, but excludes total equipment replacement due to obsolescence or unavailability of parts, unless excluded from the Agreement. At JCI's option, Repair Materials may be new, used, or reconditioned.

**SCHEDULED SERVICE MATERIALS** are the materials required to perform Scheduled Service Visits on Covered Equipment, unless excluded from the Agreement.

**SCHEDULED SERVICE VISITS** are the on-site labor visits required to perform JCI recommended inspections and preventive maintenance on Covered Equipment.

**SERVICES** are the work, materials, labor, service visits, and repairs to be provided by JCI pursuant to this Agreement except that the Services do not include the Connected Equipment Services or the provision of other software products or digital or cloud services, which are provided under separate terms and conditions referenced in Section P.

**A. JCI'S SERVICES FOR COVERED EQUIPMENT**

**1. BASIC COVERAGE** means Scheduled Service Visits, plus Scheduled Service Materials (unless excluded from this Agreement). No parts, equipment, Repair Labor or Repair Materials are provided for under BASIC COVERAGE.

**2. PREMIUM COVERAGE** means BASIC COVERAGE plus Repair Labor, plus Repair Materials (unless excluded from the Agreement). If Customer has ordered PREMIUM COVERAGE, JCI will inspect the Covered Equipment within forty-five (45) days of the date of this Agreement, or as seasonal or operational conditions permit. JCI will then advise Customer if JCI finds any Covered Equipment not in working order or in need of repair. With Customer's approval, JCI will perform the work necessary to put the Covered Equipment in proper working condition, subject to the terms of this Agreement. Customer will pay for such work at JCI's standard rates for parts and labor in effect at the time that the work is performed. If Customer does not want JCI to perform the work identified as necessary by JCI, any equipment thereby affected will be removed from the list of Covered Equipment, and the Contract Price will be adjusted accordingly. Should Customer not make JCI's recommended repairs or proceed with the modified PREMIUM COVERAGE, JCI reserves the right to invoice Customer for the cost of the initial equipment inspection.

**3. EXTENDED SERVICE** means Services performed outside JCI's normal business hours and is available only if Customer has PREMIUM COVERAGE. Extended Service is available either 24/5 or 24/7, at Customer's election. The price for Extended Service, if chosen by Customer, is part of the total Contract Price.

**4. REMOTE MONITORING SERVICES OR REMOTE OPERATING SERVICES.** If Remote Monitoring Services or Remote Operating Services are provided, Customer agrees to furnish JCI with a list of the names, titles, addresses, email addresses, and phone numbers of all persons authorized to be contacted by, or be able to contact the ROC to perform specific agreed upon actions with the appropriate authority. If JCI's Services include "Remote Monitoring Services with Open and Close," Customer also agrees to furnish JCI with Customer's daily and holiday opening and closing schedules. Customer agrees to maintain and update the call lists with accurate information. Customer further agrees to notify JCI of such changes as soon as possible. JCI/ROC is not responsible to find new contacts/numbers if the contacts on the call lists cannot be reached. A maximum of three contacts are allowed for any time of the day. If none of those contacts can be reached, then neither JCI nor

the ROC are responsible for damages. Customer is responsible for any and all costs and expenses arising from Customer's failure to provide timely updates for any of the contact information submitted to the ROC.

**5. CUSTOMER SERVICE INFORMATION PORTAL.** Customer may be able to utilize JCI's Customer Service Information Portal during the term of the Agreement, pursuant to the then applicable Terms of Use Agreement.

#### **B. OUT OF SCOPE SERVICES**

If, during any Service Visit, JCI detects a defect in any of Customer's equipment that is not Covered Equipment under this Agreement (an "Out of Scope Defect"), JCI may (but shall have no obligation to) notify Customer of such Out of Scope Defect. If Customer elects for JCI to repair such Out of Scope Defect, or if JCI otherwise performs any Services or provides any materials, parts, or equipment outside the scope of the Services (collectively, "Out of Scope Services"), Customer shall direct JCI to perform such Out of Scope Services in writing, and Customer shall pay for such Out of Scope Services at JCI's standard fees or hourly rates. If, after receiving notice of an Out of Scope Defect, Customer elects not to engage JCI to repair such Out of Scope Defect, Customer shall defend and indemnify JCI from and against any and all losses, damages, claims, costs and expenses arising directly or indirectly out of such Out of Scope Defect. Any Out of Scope Services performed by JCI at the direction of Customer pursuant to this Section shall be subject to the Customer Terms in effect as of the Effective Date (the "**Customer Terms**"), which Customer Terms are incorporated into this Agreement by this reference. A copy of the Customer Terms currently in effect is found at [www.johnsoncontrols.com/customerterms](http://www.johnsoncontrols.com/customerterms).

#### **C. EXCLUSIONS**

JCI's Services and warranty obligations expressly exclude:

- (a) the repair or replacement of ductwork, casings, cabinets, structural supports, tower fill/slats/basin, hydronic and pneumatic piping, and vessels, gaskets, and piping not normally replaced or maintained on a scheduled basis, and removal of oil from pneumatic piping;
- (b) disposal of hazardous wastes (except as otherwise expressly provided herein);
- (c) disinfecting of chiller condenser water systems and other components for biohazards, such as but not limited to, Legionella unless explicitly set forth in the scope of services between the parties. Unless explicitly provide for within the scope of services, this is Out of Scope Services and the Customer's exclusive responsibility to make arrangements for such services with a provider other than JCI. Mentions of chiller tube cleaning, condenser cleaning, cooling tower cleaning or boiler tube cleaning in any scope of services, only involve work to remove normal buildup of debris and scale using tube brush cleaning, pressure washing or acid flushing. Reference to such cleaning does not include chemical cleaning, disinfection or chemical water treatment required to eliminate, control or disinfect against biohazards such as but not limited to Legionella;
- (d) refrigerant; supplies, accessories, or any items normally consumed during the use of Covered Equipment, such as ribbons, bulbs and paper;
- (e) the furnishing of materials and supplies for painting or refinishing equipment;
- (f) the repair or replacement of wire in conduit, buried cable/transmission lines, or the like, if not normally replaced or maintained on a scheduled basis;
- (g) replacement of obsolete parts; and
- (h) damages of any kind, including but not limited to personal injury, death, property damage, and the costs of repairs or service resulting from:
  - abuse, misuse, alterations, adjustments, attachments, combinations, modifications, or repairs to Covered Equipment not performed, provided, or approved in writing by JCI;
  - equipment not covered by this Agreement or attachments made to Covered Equipment;
  - acts or omissions of the Customer, including but not limited to the failure of the Customer to fulfill the Customer Obligations and Commitments to JCI as described in Section F of this Agreement, operator error, Customer's failure to conduct preventive maintenance, issues resulting from Customer's previous denial of JCI access to the Covered Equipment, and Customer's failure to keep the site clean and free of dust, sand, or other particles or debris, unless such conditions are previously expressly acknowledged by JCI in writing;
  - use of the Covered Equipment in a manner or environment, or for any purpose, for which it was not designed by the manufacturer;
  - site-related and environmental conditions, including but not limited to power failures and fluctuations in electrical current (or "power surges") and biohazards such as but not limited to Legionella associated with condenser water, cooling tower systems and subcomponent systems;
  - the effects of erosion, corrosion, acid cleaning, or damage from unexpected or especially severe freezing weather;
  - issues or failures not specifically covered by this Agreement; or
  - occurrences beyond JCI's reasonable control and without JCI's fault or negligence.

#### **D. PAYMENT TERMS; PRICE ADJUSTMENTS**

Unless otherwise agreed to by the parties, fees and other amounts due hereunder are due upon receipt of the invoice. Such payment is a condition precedent to JCI's obligation to perform Services under the Agreement. Any invoice disputes must be identified in writing by Customer within 21 days of the date of invoice. Payments of any disputed amounts are due and payable upon resolution. Failure by Customer to make payments when due will give JCI, without prejudice to any other right or remedy, the right to: (i) to stop performing any Services, withhold deliveries of Equipment and other materials, terminate or suspend any software licenses provided hereunder and/or terminate this Agreement; and (ii) charge Customer interest on the amounts unpaid at a rate equal to the lesser of one and one-half (1.5) percent per month or the maximum rate permitted under applicable law, until payment is made in full. Customer will pay all of JCI's reasonable collection costs (including

legal fees and expenses). In the event of Customer's default, the balance of any outstanding amounts will be immediately due and payable.

JCI may increase prices upon notice to the Customer to reflect increases in material and labor costs. All stated prices are exclusive of and Customer agrees to pay any taxes, fees, duties, tariffs, false alarm assessments, installation or alarm permits and levies or other similar charges imposed and/or enacted by a government, however designated or imposed, including but not limited to value-added and withholding taxes that are levied or based upon the amounts paid under this Agreement. If this Agreement is renewed, JCI will provide Customer with notice of any adjustments in the Contract Price applicable to any Renewal Term. Unless Customer terminates this Agreement in writing at least ninety (90) days prior to the end of the then-current Term, the adjusted Contract Price shall be the price for the Renewal Term. Prices for products covered by this Agreement may be adjusted by Company, upon notice to Customer at any time prior to shipment and regardless of Customer's acceptance of the Company's proposal or quotation, to reflect any increase in Company's cost of raw materials (e.g., steel, aluminum) inability to secure Products, changes or increases in law, labor, taxes, duties, tariffs or quotas, acts of government, any similar charges, or to cover any extra, unforeseen and unusual cost elements.

#### **E. WARRANTIES**

JCI warrants its Services will be provided in a good and workmanlike manner for 90 days from the date of Services. If JCI receives written notice of a breach of this warranty prior to the end of this warranty period, JCI will re-perform any non-conforming Services at no additional charge within a commercially reasonable time of the notification.

JCI warrants that equipment manufactured or labeled by Johnson Controls, Inc. shall be free from defects in material and workmanship arising from normal usage for a period of 90 days. No warranty is provided for third-party products and equipment installed or furnished by JCI. Such products and equipment are provided with the third party manufacturer's warranty to the extent available, and JCI will transfer the benefits, together with all limitations, of that manufacturer's warranty to Customer. All transportation charges incurred in connection with the warranty for equipment and/or materials not covered under this Agreement shall be borne by Customer. Except as provided herein, if JCI receives written notice of a breach of this warranty prior to the end of this warranty period, JCI will repair or replace (at JCI's option) the defective equipment.

These warranties do not extend to any Services or equipment that have been misused, altered, or repaired by Customer or third parties without the supervision of and prior written approval of JCI, or if JCI serial numbers or warranty decals have been removed or altered. All replaced parts or equipment shall become JCI's property. This warranty is not assignable. Warranty service will be provided during normal business hours, excluding holidays. The remedies set forth herein shall be Customer's sole and exclusive remedy with regards to any warranty claim under this Agreement. Any lawsuit based upon the warranty must be brought no later than one (1) year after the expiration of the applicable warranty period. This limitation is in lieu of any other applicable statute of limitations. **CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THESE WARRANTIES ARE JCI'S SOLE WARRANTIES AND TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.** JCI makes no and specifically disclaims all representations or warranties that the services, products, software or third party product or software will be secure from cyber threats, hacking or other similar malicious activity, or will detect the presence of, or eliminate, prevent, treat, or mitigate the spread, transmission, or outbreak of any pathogen, disease, virus or other contagion, including but not limited to COVID 19.

#### **F. CUSTOMER OBLIGATIONS AND COMMITMENTS TO JCI**

1. Customer warrants it has given JCI all information concerning the condition of the Covered Equipment. The Customer agrees and warrants that, during the Term of this Agreement, Customer will:

- (1) operate the Covered Equipment according to the manufacturer's and/or JCI's recommendations;
- (2) keep accurate and current work logs and information about the Covered Equipment as recommended by the manufacturer and/or JCI;
- (3) provide an adequate environment for Covered Equipment as recommended by the manufacturer and/or JCI, including, but not limited to adequate space, electrical power, water supply, air conditioning, and humidity control;
- (4) notify JCI immediately of any Covered Equipment malfunction, breakdown, or other condition affecting the operation of the Covered Equipment;
- (5) provide JCI with safe access to its Premises and Covered Equipment at all reasonable and necessary times for the performance of the Services;
- (6) allow JCI to start and stop, periodically turn off, or otherwise change or temporarily suspend equipment operations so that JCI can perform the Services required under this Agreement;
- (7) as applicable, provide proper condenser, cooling tower and boiler water treatment for the proper functioning of Covered Equipment and protect against any environmental issues and instances of biohazards such as but not limited to Legionella;
- (8) carefully and properly set and test the intrusion alarm system each night or at such other time as Customer shall close the Premises;
- (9) obtain all necessary licenses and permits required for and pay all taxes associated with the Services;
- (10) notify JCI immediately of any claimed inadequacy in, or failure of, the Covered Equipment or other condition affecting the operation of the Covered Equipment;
- (11) furnish any necessary 110 volt A/C power and electrical outlets at its expense;
- (12) properly maintain, repair, service, and assure the proper operation of any other property, system, equipment, or device of Customer or others to which the Covered Equipment may be attached or connected, in accordance with manufacturer recommendations, insurance carrier requirements, or the requirements of any fire rating bureau, agency, or other authorities having jurisdiction thereof;
- (13) not tamper with, alter, adjust, disturb, injure, remove, or otherwise interfere with any Covered Equipment (including any related software) and not permit the same to be done;
- (14) refrain from causing false alarms, and reimburse JCI for any fine, penalty, or fee paid by or assessed against JCI by any governmental or municipal agency as a result thereof;
- (15) be solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply JCI secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized

access; and

(16) take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.

2. Customer acknowledges and understands that unless water treatment for biohazards (such as Legionella) is explicitly included in the services JCI is providing, it is Customer's responsibility to provide such treatment. Customer also acknowledges that its failure to meet the above obligations will relieve JCI of any responsibility for any Covered Equipment breakdown, or any necessary repair or replacement of any Covered Equipment. If Customer breaches any of these obligations, JCI shall have the right, upon written notice to Customer, to suspend its Services until Customer cures such breach. In addition, Customer shall be responsible for paying or reimbursing JCI for any costs associated with corrective work required as a result of Customer's breach of these obligations.

#### **G. INSURANCE**

Customer is responsible for obtaining all insurance coverage that Customer believes is necessary to protect Customer, Customer's property, and persons in or on the Premises, including coverage for personal injury and property damage. THE PAYMENTS CUSTOMER MAKES UNDER THIS AGREEMENT ARE NOT RELATED TO THE VALUE OF THE PREMISES, CUSTOMER'S PROPERTY OR POSSESSIONS, OR THE PERSONS OCCUPYING OR AT ANY TIME PRESENT IN OR ON THE PREMISES, BUT RATHER ARE BASED ON THE COST OF THE SYSTEM AND THE SERVICES, AND TAKE INTO CONSIDERATION THE PROTECTION AFFORDED TO JCI UNDER THIS AGREEMENT. Customer hereby releases JCI from any liability for any event or condition customarily covered by commercial liability insurance. Customer understands that neither the Services nor the Covered Equipment are designed to reduce, but not eliminate, certain risks. JCI does not guaranty that neither the Services nor Covered Equipment will prevent personal injury, unauthorized entrances or fire and smoke damage to the Premises. Customer further agrees that Customer has read and understands the terms and conditions of this Agreement.

#### **H. INDEMNITY**

JCI and Customer shall each indemnify the other party and its officers, agents, directors, and employees, from any and all damages, losses, costs and expenses (including reasonable attorneys' fees) arising out of third party claims, demands, or suits for bodily injury (including death) or damage to tangible property to the extent arising out of the negligence or intentional misconduct of the indemnifying party or its employees or agents. Customer expressly agrees that JCI shall be responsible for injury, damage, or loss only to the extent caused directly by JCI's negligence or intentional misconduct. The obligations of JCI and Customer under this section are further subject to sections I and K below.

#### **I. LIMITATION OF LIABILITY**

**TO THE MAXIMUM EXTENT PERMITTED BY LAW, IN NO EVENT SHALL JCI AND ITS AFFILIATES AND THEIR RESPECTIVE PERSONNEL, SUPPLIERS AND VENDORS ("JCI PARTIES") BE LIABLE TO YOU OR ANY THIRD PARTY UNDER ANY CAUSE OF ACTION OR THEORY OF LIABILITY EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, FOR ANY: (1) SPECIAL, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR INDIRECT DAMAGES; (2) LOST PROFITS, REVENUES, DATA, CUSTOMER OPPORTUNITIES, BUSINESS, ANTICIPATED SAVINGS, OR GOODWILL; (3) BUSINESS INTERRUPTION; OR (4) DATA LOSS OR OTHER LOSSES ARISING FROM VIRUSES, RANSOMWARE, CYBER ATTACKS OR FAILURES OR INTERRUPTIONS TO NETWORK SYSTEMS. IN ANY CASE, THE ENTIRE AGGREGATE LIABILITY OF THE JCI PARTIES UNDER THIS AGREEMENT FOR ALL DAMAGES, LOSSES, AND CAUSES OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE SHALL BE LIMITED TO \$250,000. CUSTOMER UNDERSTANDS THAT JCI IS NOT AN INSURER REGARDING THE WORK OR THE SERVICES. JCI SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE OR LOSS THAT MAY RESULT FROM FIRE SAFETY OR SECURITY EQUIPMENT THAT FAILS TO PERFORM PROPERLY OR FAILS TO PREVENT A CASUALTY OR LOSS.**

#### **J. FORCE MAJEURE**

JCI shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by JCI to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of JCI, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of JCI. If JCI's performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, JCI shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if JCI is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, JCI will be entitled to extend the relevant completion date by the amount of time that JCI was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly increases JCI's cost to perform the services, Customer is obligated to reimburse JCI for such increased costs, including, without limitation, costs incurred by JCI for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees or other costs and expenses incurred by JCI in connection with the Force Majeure Event.

#### **K. RESOLUTION OF DISPUTES**

If a dispute arises under this Agreement, the parties shall promptly attempt in good faith to resolve such dispute by negotiation. In the event the dispute is unable to be resolved, either party shall have the right to initiate arbitration by filing with the American Arbitration Association provided no other legal action has been previously filed. Upon filing of the arbitration, the AAA shall have the exclusive jurisdiction over the Dispute. Thus, either party may decide to file an action in a court of competent jurisdiction. If that court filing is the first legal proceeding filed, that court shall have jurisdiction over the Dispute to the exclusion of any arbitration. Arbitration shall be conducted in accordance with the then current arbitration rules of the American Arbitration Association or other arbitration service mutually agreed to by the parties. Arbitration must be completed within sixty (60) days after the Dispute is submitted to arbitration unless the parties mutually agree otherwise. The award rendered by the arbitrator shall be final, and judgment issued by the Arbitrator may be entered in accordance with applicable law in any court having

competent jurisdiction. The party prevailing in the arbitration or court proceeding shall be entitled to an award of its reasonable costs, including reasonable attorneys' fees, incurred as a result of the Dispute. CUSTOMER MUST BRING ANY CLAIM AGAINST JCI WITHIN ONE (1) YEAR AFTER THE CLAIM AROSE. IF CUSTOMER DOES NOT, CUSTOMER WILL HAVE IRREVOCABLY WAIVED ITS RIGHT TO SUE JCI AND/OR INSTITUTE OTHER PROCEEDINGS, AND JCI SHALL HAVE NO LIABILITY TO CUSTOMER FOR SUCH CLAIM. TIME IS OF THE ESSENCE RELATIVE TO CUSTOMER PURSUING ANY SUCH CLAIM. THE PROVISIONS OF THIS AGREEMENT WHICH APPLY TO ANY CLAIM SHALL REMAIN IN EFFECT EVEN AFTER THE AGREEMENT IS TERMINATED. JCI AND CUSTOMER EACH WAIVE THEIR RIGHT TO A JURY TRIAL.

#### L. TERM AND TERMINATION

1. The Original Term is as set forth herein. At the conclusion of the Original Term, this Agreement shall automatically renew and extend for successive terms equal to the Original Term unless the Customer or JCI gives the other written notice it does not want to renew prior to the end of the then-current term (each a "Renewal Term"). The notice must be delivered at least ninety (90) days prior to the end of the Original Term or any Renewal Term. The Original Term and any Renewal Term may be referred to herein as the "Term." Customer agrees to issue and send a Purchase Order to JCI at least thirty (30) days prior to expiration of the Original Term or any Renewal Term if necessary for payments to be processed, but failure to do so is not a pre-condition to Renewal Term payments being due to JCI
2. Remote Monitoring Services and Remote Operating Services may be immediately canceled by either party if JCI's Remote Operations Center, connecting wires, or monitoring systems are destroyed by fire or other catastrophe, or where the Premises are so substantially damaged that it is impractical to continue Services.
3. If either party fails to perform any of its material obligations under this Agreement, the other party shall provide written notice thereof to the party alleged to be in default. Should the party alleged to be in default fail to respond in writing or take action to cure the alleged default within ten (10) days of receiving such written notice, the notifying party may terminate this Agreement by providing written notice of such termination.
4. JCI may terminate this Agreement and discontinue any Services if JCI is unable to obtain or continue to support technologies, equipment or component parts that are discontinued, become obsolete or are otherwise not commercially available, or for convenience upon forty-five (45) days written notice. JCI will not be liable for any damages or subject to any penalty as a result of any such termination.
5. Upon termination of this Agreement for any reason, Customer shall pay to JCI all undisputed amounts owed through the date of termination within thirty (30) days of such termination. If Customer terminates this Agreement, other than in accordance with this Section L, Customer shall also pay Johnson Controls 35% of the charges for Services remaining to be paid for the unexpired Term of this Agreement as liquidated damages and not as a penalty. Customer shall provide JCI with reasonable access to the Premises to remove the Gateway Device and any other JCI property and to un-program any controls, intrusion, fire, or life safety system, as applicable. Customer shall be liable for all fees, costs, and expenses that JCI may incur in connection with the enforcement of this Agreement, including without limitation, reasonable attorney fees, collection agency fees, and court costs.

#### M. ASBESTOS, MOLD, BIOHAZARDS, AND HAZARDOUS MATERIALS

"Hazardous Materials" means any material or substance that, whether by its nature or use, is now or hereafter defined or regulated as a hazardous waste, hazardous substance, pollutant, or contaminant under any local, state, or federal law, regulation, or ordinance relating to or addressing public and employee health and safety and protection of the environment, or which is toxic, explosive, corrosive, flammable, radioactive, carcinogenic or otherwise hazardous or which is or contains petroleum, gasoline, diesel, fuel, another petroleum hydrocarbon product or polychlorinated biphenyls. "Hazardous Materials" specifically includes mold, lead-based paints, biohazards such as but not limited to Legionella and asbestos-containing materials ("ACM"). Neither Customer nor JCI desires to or is licensed to undertake direct obligations relating to the identification, abatement, cleanup, control, removal or disposal of ACM.

JCI will be responsible for removing or disposing of any Hazardous Materials that it uses in providing the Services ("JCI Hazardous Materials") and for the remediation of any areas affected by the release of JCI Hazardous Materials. For other Hazardous Materials that may be present at its facilities ("Non-JCI Hazardous Materials"), Customer shall supply JCI with any information in its possession relating to the presence of Hazardous Materials if their presence may affect JCI's performance of the Services. If either Customer or JCI becomes aware of or suspects the presence of Non-JCI Hazardous Materials that may interfere with JCI's Services, it shall immediately stop the Services in the affected area and notify the other party. As between Customer and JCI, Customer shall be responsible at its sole expense for removing and disposing of Non-JCI Hazardous Materials from its facilities and for the remediation of any areas impacted by the release of the Non-JCI Hazardous Materials and must provide a certificate of abatement before JCI will be obligated to perform or continue its Services, unless JCI had actual knowledge that Non-JCI Hazardous Materials were present and acted in disregard of that knowledge, in which case (i) JCI shall be responsible at its sole expense for the remediation of any areas impacted by its release of such Hazardous Materials, and (ii) Customer shall remain responsible at its sole expense for the removal of Hazardous Materials that have not been released and for releases not resulting from JCI's performance of the Services. Customer shall defend and indemnify JCI against any losses, costs, damages, expenses, and claims arising out of its failure to comply with this Section M.

#### N. CUSTOMER DATA

Customer data obtained from the Services is owned by and shall belong to Customer. JCI will access and use Customer data to provide Services to Customer. Except as set forth herein, JCI will not disclose to any third party any individual Customer data acquired through performance of the Services without Customer's consent. Customer agrees that JCI and its subsidiaries, affiliates and approved third party contractors and developers may collect and use Customer data for any reason, as long as any external use of the data is on a de-identified basis that does not personally identify Customer or any individual. Customer hereby grants JCI a perpetual, worldwide, irrevocable, royalty free license to use, modify, manipulate, sublicense, and create derivative works from such data. JCI shall retain all rights to any intellectual property, data, materials and products created as a result of its performance of Services.

#### O. JCI'S INTELLECTUAL PROPERTY

JCI shall retain all right, title and interest in any (a) work provided to Customer, including without limitation, all software source and object code, documentation, technical information or data, specifications and designs and any changes, improvements or modifications thereto

(“Deliverables”), and (b) Know-How (defined below) employed by JCI in the creation of the Deliverables or performance of the Services, whether known to JCI prior to, or developed or discovered or acquired in connection with, the performance of its obligations under this agreement. Ownership of all Deliverables and Know-How shall vest solely in JCI and no Deliverables shall be deemed “works made for hire.” Without limiting the generality of the foregoing, ownership of all source files used in the course of performing the Services shall remain the exclusive property of JCI. For purposes of this Agreement, “Know-How” means any know-how, processes, techniques, concepts, methodologies, tools, analytical approaches, database models and designs, discoveries, and ideas furnished, produced by, developed, or used by JCI in the creation or provision of the Deliverables or in the performance of the Services, and any changes, improvements, or modifications thereto or derivatives thereof.

#### P. DIGITAL ENABLED SERVICES

If JCI provides Digital Enabled Services under this Agreement, these Digital Enabled Services require the installation and deployment of site assessment tools and the collection, transfer and ingestion of building, equipment, system time series, and other data to JCI’s cloud-hosted software applications. **Customer consents to the installation and deployment of site assessment tools and the collection, transfer and ingestion and use of Customer data by JCI to enable JCI to provide, maintain, protect and improve the Digital Enabled Services and JCI’s products and services. Customer acknowledges that, while Digital Enabled Services generally improve equipment performance and services, Digital Enabled Services do not prevent all potential malfunction, insure against all loss, or guarantee a certain level of performance and that JCI shall not be responsible for any injury, loss, or damage caused by any act or omission of JCI related to or arising from the monitoring of the equipment under the Digital Enabled Services.** Certain equipment sold hereunder includes by default JCI’s Connected Equipment Services. **Digital Enabled Services may be on by default and the remote connection will continue to connect to Customer’s Equipment through the full equipment lifecycle, unless Customer specifically requests in writing that JCI disable the remote connection or JCI discontinues or removes such remote connection.** If Customer’s equipment includes Digital Enabled Services, JCI will provide a cellular modem or other gateway device (“Gateway Device”) owned by JCI or Customer will supply a network connection suitable to establish a remote connection with Customer’s applicable equipment to permit JCI to perform Digital Enabled Services. For certain subscriptions, Customer will be able to access equipment information from a mobile or smart device using Digital Enabled Service’s mobile or web application. Any Gateway Devices provided hereunder shall remain JCI’s property, and JCI may upon reasonable notice access and remove such Gateway Device and discontinue services in accordance with the Software Terms. If Customer does not permit JCI to connect via a connection validated by JCI for the equipment or the connection is disconnected by Customer, and a service representative must therefore be dispatched to the Customer site, then the Customer will pay JCI at JCI’s then-current standard applicable contract regular time and/or overtime rate for services performed by the service representative.

#### Q. JCI DIGITAL SOLUTIONS

**JCI Digital Solutions.** Use, implementation, and deployment of the software and cloud-hosted software products (“Software”) offered under these terms shall be subject to, and governed by, JCI’s standard terms for such Software and Software related professional services in effect from time to time at <https://www.johnsoncontrols.com/techterms> (collectively, the “Software Terms”). Applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, JCI and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take precedence and govern with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto. Notwithstanding any other provisions of this Agreement, unless otherwise set forth in the applicable order, quote, proposal or purchase documentation, the following terms apply to Software that is provided to Customer on a subscription basis (i.e., a time limited license or use right), (each a “Software Subscription”):

Each Software Subscription provided hereunder will commence on the date the initial credentials for the Software are made available (the “Subscription Start Date”) and will continue in effect until the expiration of the subscription term noted in the applicable order, quote, proposal or purchase documentation. At the expiration of the Software Subscription, such Software Subscription will automatically renew for consecutive one (1) year terms (each a “Renewal Subscription Term”), unless either party provides the other party with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term. To the extent permitted by applicable law, Software Subscriptions purchases are non-cancelable and the sums paid nonrefundable. Fees for Software Subscriptions shall be paid annually in advance, invoiced on the Subscription Start Date and each subsequent anniversary thereof. Customer shall pay all invoiced amounts within thirty calendar days after the date of invoice. Payments not made within such time period shall be subject to late charges as set forth in the Software Terms. Unless otherwise agreed by the parties in writing, the subscription fee for each Renewal Subscription Term will be priced at Johnson Controls’ then-applicable list price for that Software offering. Any use of Software that exceeds the scope, metrics or volume set forth in this Agreement and applicable SOW will be subject to additional fees based on the date such excess use began.

#### R. Privacy.

**1. JCI as Processor:** Where JCI factually acts as Processor of Personal Data on behalf of Customer (as such terms are defined in the DPA) the terms at [www.johnsoncontrols.com/dpa](http://www.johnsoncontrols.com/dpa) (“DPA”) shall apply.

**2. JCI as Controller:** JCI will collect, process and transfer certain personal data of Customer and its personnel related to the business relationship between it and Customer (for example names, email addresses, telephone numbers) as controller and in accordance with JCI’s Privacy Notice at <https://www.johnsoncontrols.com/privacy>. Customer acknowledges JCI’s Privacy Notice and strictly to the extent consent is mandatorily required under applicable law, Customer consents to such collection, processing and transfer. To the extent consent to such collection, processing and transfer by JCI is mandatorily required from Customer’s personnel under applicable law, Customer warrants and represents that it has obtained such consent

#### S. MISCELLANEOUS PROVISIONS

1. All notices required to be given hereunder shall be in writing and shall be considered properly given if: (a) delivered in person, (b) sent via the United States Postal Service, postage prepaid, registered or certified with return receipt requested, (c) sent by overnight delivery service (e.g., FedEx, UPS), or (d) sent by facsimile, email or other electronic means and confirmed by facsimile, return email or telephone.



2. This Agreement may not be assigned by Customer without JCI's prior written consent. JCI shall have the right to assign this Agreement to any other person, firm, or corporation without Customer's consent. JCI shall also have the right, in its sole discretion, to subcontract any portion of the Services. This Agreement inures to the benefit of and is applicable to any assignees or subcontractors of JCI, and is binding upon Customer with respect to said assignees or subcontractors with the same force and effect as it binds Customer to JCI.

3. This Agreement shall be subject to and governed by the laws of the State where the Services are performed.

4. If any provision of this Agreement is found to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.

5. This Agreement is the entire contract between JCI and Customer and supersedes any prior oral understandings, written agreements, proposals, or other communications between the parties.

6. Customer acknowledges and agrees that any purchase order issued by Customer in connection with this Agreement is intended only to establish payment authority for Customer's internal accounting purposes and shall not be considered to be a counteroffer, amendment, modification, or other revision to the terms of this Agreement. No term or condition included or referenced in Customer's purchase order will have any force or effect and these terms and conditions shall control. Customer's acceptance of any Services shall constitute an acceptance of these terms and conditions. Any proposal for additional or different terms, whether in Customer's purchase order or any other document, unless expressly accepted in writing by JCI, is hereby objected to and rejected.

7. JCI expressly disclaims any requirement, understanding or agreement, express or implied, included directly or incorporated by reference, in any Customer purchase order, solicitation, notice or otherwise, that any of JCI's personnel be vaccinated against Covid-19 under any federal, state/provincial or local law, regulation or order applicable to government contracts or subcontracts, including, without limitation, Presidential Executive Order 14042 ("Ensuring Adequate COVID Safety Protocols for Federal Contractors") and Federal Acquisition Regulation (FAR) 52.223-99 ("Ensuring Adequate COVID Safety Protocols for Federal Contractors"). Any such requirement shall only apply to JCI's personnel if and only to the extent contained in a written agreement physically signed by an authorized officer of JCI.

8. If there are any changes to Customer's facilities or operations, or to applicable regulations, laws, codes, taxes, or utility charges, that materially affect JCI's performance of the Services or its pricing thereof, JCI shall have the right to an equitable and appropriate adjustment to the scope, pricing, and other affected terms of this Agreement.

9. No claim or cause of action, whether known or unknown, shall be brought against JCI more than one year after the claim first arose. Except as provided for herein, JCI's claims must also be brought within one year. Claims for unpaid contract amounts are not subject to the one-year limitation.

#### ADDENDUM TO PSA TERMS AND CONDITIONS FOR MONITORING OF INTRUSION, FIRE AND OTHER SAFETY SYSTEMS

If Remote Monitoring Services explicitly includes remote fire alarm monitoring, security alarm monitoring or video monitoring in the scope of work or customer charges, the Agreement is hereby modified and amended to include the terms and provisions of this Addendum to the PSA for Monitoring of Intrusion, Fire and Safety Systems (the "Addendum"). Capitalized terms that are not defined herein, shall have the meaning given to them in the Agreement. In the event of a conflict between the terms and conditions of this Addendum and those appearing in the Agreement, the terms and conditions of this Addendum shall prevail.

**1. Remote Monitoring of Alarm Signals.** If JCI receives an emergency alarm signal at JCI's ROC, JCI shall endeavor to notify the appropriate police or fire department, or other emergency response agency having jurisdiction and JCI shall endeavor to notify Customer or its designated representative by email unless instructed to do otherwise by Customer in writing and/or based on standard operating procedures for the ROC. JCI, upon receipt of a non-emergency signal from the Premises, shall endeavor to notify Customer's representative pursuant to Customer's written instructions, defaulting to email or text notification. Customer acknowledges that if the signals transmitted from the Premises will be monitored in a monitoring facility not operated by JCI, the personnel in such monitoring facilities are not the agents of JCI, nor does JCI assume any responsibility for the manner in which such signals are monitored or the response to such signal.

**2. Remote Monitoring Services Pricing.** Remote Monitoring Services shall be provided by JCI if the Agreement includes a charge for such Service. If such Service is purchased, JCI will monitor the number of alarms for the Premises and the initial charge is based on the pricing agreed to by the parties, subject to the terms and conditions of this Addendum. If the number of alarms produced at the Premises goes beyond the contracted number of alarms in a month, Customer will be billed an overage fee.

**3. Communications Media.** Customer acknowledges that monitoring of Covered Equipment requires transmission of signals over standard telephone lines and/or the Internet and that these modes of transmission may be interrupted, circumvented, or compromised, in which case no signal can be transmitted from the Premises to the monitoring facility. Customer understands that to allow the monitoring facility to be aware of such a condition, additional or alternative protection can be installed, such as line security devices, at Customer's cost and expense and for transmission via telephone line only. Customer acknowledges it is aware that line security devices are available and, unless expressly identified in Schedule A - Equipment List, has declined to purchase such devices. Customer further acknowledges that such additional protection is not available for Internet transmission under this Agreement.

**4. False/Unnecessary Alarms; Service Calls.** At JCI's option, an additional fee may be charged for any false alarm or unnecessary Service Visit caused or necessitated by Customer. In addition, Customer shall be fully responsible and liable for fines, penalties, assessments, taxes, fees or charges imposed by a governmental body, telephone, communication, or signal transmission company as the result of any false alarm and shall reimburse JCI for any costs incurred by JCI in connection therewith. Customer shall operate the system carefully so as to avoid causing false

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alarms. False alarms can be caused by severe weather or other forces beyond the control of JCI. If an undue number of false alarms are received by JCI, in addition to any other available remedies available to JCI, JCI may terminate this Agreement and discontinue any Service(s) and seek to recover damages. If an agent is dispatched, by a governmental authority or otherwise, to respond to a false alarm, where the Customer, or any other party has intentionally, accidentally or negligently activated the alarm signal, Customer shall be responsible for and pay any and all fees and/or fines assessed with respect to the false alarms and pay to JCI the additional charges and costs incurred by it from a false alarm. If the Customer's system has a local audible device, Customer authorizes JCI to enter the Premises to turn off the audible device if JCI is requested or ordered to do so by governmental authorities, neighbors or anyone else and Customer will pay JCI its standard service call charge for each such visit. Police agencies require repair of systems which cause false dispatches. Customer shall maintain the equipment necessary for JCI to supply the Services and Customer shall pay all costs for such maintenance. At least monthly, Customer will test the system's protective devices and send test signals to the ROC for all monitoring equipment in accordance with instructions from JCI or the ROC. Customer agrees to test the monitoring systems, including testing any ultrasonic, microwave, infrared, capacitance or other electronic equipment prior to the end of each month and will immediately report to JCI if the equipment fails to respond to the test. Customer shall make any necessary repairs as soon after receipt of notice as is reasonably practical. Customer shall at all times be solely responsible for maintaining any sprinkler system in good working order and provide adequate heat to the Premises.

**5. Remote Monitoring of Video Monitoring Services.** During the Term, JCI's sole and only obligation arising from the inclusion of Video Monitoring Services in any Service offering shall be to monitor the digital signals actually received by JCI at its ROC from means of the Video System and upon receipt of a digital signal indicating that an alarm condition exists, to endeavor, as permitted by law, to notify the police or other municipal authority deemed appropriate in JCI's absolute discretion and to such persons Customer has designated in writing to JCI to receive notification of such alarm condition as set forth herein. . No alarm installation, repair, maintenance or guard responses will be provided under this Video Monitoring Services option. JCI may, without prior notice to Customer, in response to applicable law or insurance requirements, revise, replace, discontinue and/or rescind its response policies and procedures.

**a. Inception and conclusion of service.** Video Monitoring shall be provided by JCI if this Agreement includes a charge for Video Monitoring Services. If such Video Monitoring Service is purchased, Video Monitoring Services will begin when the Video System is installed and operational, and when the necessary communications connection is completed. No obligation for the provision of this Video Monitoring Service will commence until these requirements are met.

**b. Customer Equipment.** Customer shall obtain, at its own cost and expense: (a) the equipment necessary to connect to JCI's ROC; and (b) whatever permission, permits or licenses that may be necessary from all persons, governmental authorities, utility, and any other related service providers in connection with the Services. The video system to be used by the Customer is intended to produce and transmit video images (the "Video System Images") of the Premises to the ROC (the "Video System"). JCI makes no promise, warranty or representation that the video system will operate as intended. Customer further agrees that, notwithstanding any role or participation by JCI in Video System and Video System Images, JCI shall have no responsibility or obligation with regard to Customer, the Video System or any other Customer equipment.

**c. System Location.** The Video System related cameras shall be located and positioned by Customer along with attendant burglary digital alarm signal(s). Customer shall ensure that the Video System related cameras will be positioned and located such that it will only produce or capture Video System Images of areas of the Premises. Customer will provide adequate illumination under all operating conditions for the proper viewing of the cameras. Customer acknowledges and agrees that JCI has exercised no control over, or participated in locating or positioning the Video System related camera including, but not limited to selecting what areas, locations, things or persons that the Video System Images may depict or capture.

**d. Images.** Customer shall be solely responsible for the Video System Images produced or captured by the Video System and Customer shall defend, indemnify and hold harmless JCI and its officers, agents, directors, and employees, from any and all damages, losses, costs and expenses (including reasonable attorneys' fees) arising out of third party claims, demands, or suits in connection with the use, operation, location and position of the Video System, and the Video System Images resulting there from, including, but not limited to, any claims of any person depicted in a Video System image, including but not limited to, any claim by such person that his or her privacy has been invaded or intruded upon or his or her likeness has been misappropriated. Any duty to obtain the consent or permission of any person depicted in a Video System Image to have his or her likeness to be depicted, received, transmitted or otherwise used, and the duty to determine and comply with any and all applicable laws, regulations, standards and other obligations that govern the legal, proper and ethical use of video capturing devices, such as the Video System, including, but not limited to, notification that the Video System is in use at the Premises, shall be the sole responsibility of the Customer. JCI agrees to make Video System Images available to Customer and upon their respective request. JCI makes no promise, warranty or representation as to the length of time that it retains Video Images, or the quality thereof.

**e. Video System Signals.** When a signal from the Video System is received, JCI reserves the right to verify all alarm signals before notifying emergency personnel, and may choose not to notify emergency personnel if it has reason to believe, in its sole discretion, that an emergency condition does not exist. JCI will first attempt to verify the nature of the emergency by using visual verification and/or the two-way voice system (if applicable) of the Video System included in Customer's system. If JCI determines that an emergency condition exists, JCI will endeavor to notify the proper police or emergency contact on a notification call list provided in writing by Customer to JCI, or its designee. When a non-emergency signal is received, JCI will attempt to contact the first available Customer representative on the notification call list but will not notify emergency authorities, this notification will be in the form of email or text and follow ROC processes. If the customer requires phone calls to the call list for any emergency or non-emergency situation, the customer will need to make this request in writing. Customer authorizes and directs JCI, as its agent, to use its full discretion in causing the arrest or detention of any person or persons on or around the premises who are not authorized by Customer. **JCI WILL NOT ARREST OR DETAIN ANY PERSON.**

**f. Recordings.** Customer consents to the tape recording of all telephonic communications between the Premises and JCI. JCI will have no liability arising from recording (or failure to record) or publication of any two-way voice communications, other video recordings or

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their quality. JCI shall have no liability in connection with Video System or the Video System Images, including, but not limited to, any failure, omission, negligence or other act by JCI, or any of its officers, employees, representatives, agents, contractors, or any other third party in connection with the receipt (or failure of receipt), transmission, reading, interpreting, or response to any Video Image.

**6. Risk of Loss is Customer's.** JCI does not represent or warrant that the Services will prevent any loss by burglary, holdup, fire or otherwise, or that the Services will in all cases provide the protection for which it is installed or intended, or that the Services will be uninterrupted or error-free. Customer assumes all risk of loss or damage to the Premises being monitored and to its contents, whether belonging to Customer or others; and has not relied on any representations and warranties of JCI, express or implied, except as specifically set forth in this Agreement. Further, expressly excluded from this Agreement are the warranties of merchantability or fitness or suitability for a particular purpose.

**7. JCI'S RECEIPT OF ALARM SIGNALS, ELECTRONIC DATA, VOICE DATA OR IMAGES (COLLECTIVELY, "ALARM SIGNALS") FROM THE EQUIPMENT OR SYSTEM INSTALLED IN THE PREMISES IS DEPENDENT UPON PROPER TRANSMISSION OF SUCH ALARM SIGNALS. JCI'S ROC CANNOT RECEIVE ALARM SIGNALS WHEN THE CUSTOMER'S TELCO SERVICE OR OTHER TRANSMISSION MODE IS NOT OPERATING OR HAS BEEN CUT, INTERFERED WITH, OR IS OTHERWISE DAMAGED, OR IF THE ALARM SYSTEM IS UNABLE TO ACQUIRE, TRANSMIT OR MAINTAIN AN ALARM SIGNAL OVER CUSTOMER'S TELCO SERVICE OR TRANSMISSION MODE FOR ANY REASON INCLUDING BUT NOT LIMITED TO NETWORK OUTAGE OR OTHER NETWORK PROBLEMS SUCH AS CONGESTION OR DOWNTIME, ROUTING PROBLEMS, OR INSTABILITY OF SIGNAL QUALITY. CUSTOMER UNDERSTANDS THAT SIGNAL TRANSMISSION FAILURE MAY OCCUR OVER CERTAIN TYPES OF TELCO SERVICES SUCH AS SOME TYPES OF DSL, ADSL, VOIP, DIGITAL PHONE, INTERNET PROTOCOL BASED PHONE OR OTHER INTERNET INTERFACE-TYPE SERVICE OR RADIO SERVICE, INCLUDING CELLULAR, WIRELESS OR PRIVATE RADIO, OR CUSTOMER'S PROPRIETARY TELCOMMUNICATION NETWORK, INTRANET OR IP-PBX, OR OTHER THIRD-PARTY EQUIPMENT OR VOICE/DATA TRANSMISSION NETWORKS OR SYSTEMS OWNED, MAINTAINED OR SERVICED BY CUSTOMER OR THIRD PARTIES, IF: (1) THERE IS A LOSS OF NORMAL ELECTRIC POWER TO THE MONITORED PREMISES OCCURS (THE BATTERY BACK-UP FOR JCI'S ALARM PANEL DOES NOT POWER CUSTOMER'S COMMUNICATION FACILITIES OR TELCO SERVICE); OR (2) ELECTRONIC COMPONENTS SUCH AS MODEMS MALFUNCTION OR FAIL. CUSTOMER UNDERSTANDS THAT JCI WILL ONLY REVIEW THE INITIAL COMPATIBILITY OF THE ALARM SYSTEM WITH CUSTOMER'S TELCO SERVICE AT THE TIME OF INITIAL INSTALLATION OF THE ALARM SYSTEM AND THAT CHANGES IN THE TELCO SERVICE'S DATA FORMAT AFTER JCI'S INITIAL REVIEW OF COMPATIBILITY COULD MAKE THE TELCO SERVICE UNABLE TO TRANSMIT ALARM SIGNALS TO JCI'S ROC. IF JCI DETERMINES IN ITS SOLE DISCRETION THAT CUSTOMER'S TELCO SERVICE IS COMPATIBLE, JCI WILL PERMIT CUSTOMER TO USE ITS TELCO SERVICE AS THE PRIMARY METHOD OF TRANSMITTING ALARM SIGNALS, ALTHOUGH CUSTOMER UNDERSTANDS THAT JCI RECOMMENDS THAT CUSTOMER ALSO USE AN ADDITIONAL BACK-UP METHOD OF COMMUNICATION TO CONNECT CUSTOMER'S ALARM SYSTEM TO JCI'S ROC REGARDLESS OF THE TYPE OF TELCO SERVICE USED. CUSTOMER ALSO UNDERSTANDS THAT IF JCI DETERMINES IN ITS SOLE DISCRETION THAT CUSTOMER'S TELCO SERVICE IS, OR LATER BECOMES, NON-COMPATIBLE, OR IF CUSTOMER CHANGES TO ANOTHER TELCO SERVICE THAT IS NOT COMPATIBLE, THEN JCI WILL REQUIRE THAT CUSTOMER USE AN ALTERNATE METHOD OF COMMUNICATION ACCEPTABLE TO JCI AS THE PRIMARY METHOD TO CONNECT CUSTOMER'S ALARM SYSTEM TO JCI'S ROC. JCI WILL NOT PROVIDE FIRE OR SMOKE ALARM MONITORING FOR CUSTOMER BY MEANS OTHER THAN AN APPROVED TELCO SERVICE AND CUSTOMER UNDERSTANDS THAT IT IS SOLELY RESPONSIBLE FOR ASSURING THAT IT USES APPROVED TELCO SERVICE FOR ANY SUCH MONITORING AND THAT IT COMPLIES WITH NATIONAL FIRE ALARM STANDARDS AND LOCAL FIRE CODES. CUSTOMER ALSO UNDERSTANDS THAT IF CUSTOMER'S ALARM SYSTEM HAS A LINE CUT FEATURE, IT MAY NOT BE ABLE TO DETECT ALARM SIGNALS IF THE TELCO SERVICE IS INTERRUPTED, AND THAT JCI MAY NOT BE ABLE TO DOWNLOAD SYSTEM CHANGES REMOTELY OR PROVIDE CERTAIN AUXILIARY MONITORING SERVICES THROUGH A NON-APPROVED TELCO SERVICE. CUSTOMER ACKNOWLEDGES THAT ANY DECISION TO USE A NON-APPROVED TELCO SERVICE AS THE METHOD FOR TRANSMITTING ALARM SIGNALS IS BASED ON CUSTOMER'S OWN INDEPENDENT BUSINESS JUDGMENT AND THAT ANY SUCH DECISION IS MADE WITHOUT ANY ASSISTANCE, INVOLVEMENT, INPUT, RECOMMENDATION, OR ENDORSEMENT ON THE PART OF JCI. CUSTOMER ASSUMES SOLE AND COMPLETE RESPONSIBILITY FOR ESTABLISHING AND MAINTAINING ACCESS TO AND USE OF THE NON-APPROVED TELCO SERVICE FOR CONNECTION TO THE ALARM MONITORING EQUIPMENT. CUSTOMER FURTHER UNDERSTANDS THAT THE ALARM SYSTEM MAY BE UNABLE TO SEIZE THE TELCO SERVICE TO TRANSMIT AN ALARM SIGNAL IF ANOTHER CONNECTION HAS DISABLED, IS INTERFERING WITH, OR BLOCKING THE CONNECTION.**

[END OF DOCUMENT]

5/25/2022

Ankeny Community School District  
Attn: Tim Simpkins  
Tim.Simpkins@ankenyschools.org

Reference: Install approximately 170' of 2" PLS gas main to serve Ankeny Elementary 12 at 5001 NW 18<sup>th</sup> St, Ankeny, IA – WMIS 2956788

Dear Tim:

The enclosed drawing shows MidAmerican Energy Company's proposal for providing gas main to Ankeny Elementary 12. The applicant charge for this installation is \$40.00. This proposal is valid for 90 days and if MidAmerican Energy Company construction has not commenced within 12 months it may be voided.

MidAmerican Energy Company Proposes To:

1. Furnish and install 170' of 2" PLA gas main to serve Ankeny Elementary 12.

The Applicant Agrees To:

1. Provide without cost to MidAmerican Energy Company such easements as are necessary for the installation and maintenance of MidAmerican Energy Company's facilities on private property.
2. Grade the service route to within four (4) inches of final grade and clear the route of construction materials, obstructions, trees, etc. Extra costs for additional excavation beyond normal trenching operations due to unforeseen underground obstructions shall be paid by the applicant.
3. Locate all underground facilities such as storm and sanitary sewer, septic lines, underground electric cable, communication cable, irrigation systems and water lines that are not located by members of One Call. MidAmerican Energy Company assumes no liability for private facilities not located.
4. It is specifically understood and agreed that the Applicant must certify that all of the above requirements shall be met or this Agreements shall be deemed null and void.

5. Pursuant to MidAmerican’s tariff, the Applicant is required to pay actual permit fee of \$40.00. Permit fees may not be offset by Revenue Credit and are not refundable.

If MidAmerican Energy Company is required to start construction of gas facilities during the winter season, the work will be subject to an additional winter construction charge.

It is MidAmerican Energy Company’s responsibility to see that the various utility companies’ facilities are located before our construction. This includes electric, natural gas, telephone, cable television, and generally water. It is the owner’s responsibility to see that any privately owned systems such as water systems, irrigation systems, drainpipes, septic lines and underground wiring are located before MidAmerican Energy Company’s construction. MidAmerican Energy Company assumes no liability for private facilities that are not located.

MidAmerican Energy Company installed facilities will remain the property of MidAmerican Energy Company.

If this proposal is satisfactory, please sign and return one (1) copy of this letter to me. MidAmerican Energy Company will release the work for scheduling upon receipt of a signed proposal. Please keep us advised of your plans so we may schedule our construction work at the appropriate time. If you have any questions, please call me at (515) 252-6427.

Sincerely,  
MidAmerican Energy Company

Curt Gause  
Business Connections Manager

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

Date: \_\_\_\_\_ Date Service Required: \_\_\_\_\_

5/25/2022

Ankeny Community School District  
Attn: Tim Simpkins  
Tim.Simpkins@ankenyschools.org

Reference: Install approximately 430' of 2" PLS gas service to serve Ankeny Elementary 12 at 5001 NW 18<sup>th</sup> St, Ankeny, IA – WMIS 2926571

Dear Tim:

The enclosed drawing shows MidAmerican Energy Company's proposal for providing gas to serve 1,000,000 BTU with one (1) AC-630 meter at the above location. The applicant charge for this installation is \$12,642.56. This proposal is valid for 90 days and if MidAmerican Energy Company construction has not commenced within 12 months it may be voided. This proposal is based on the following terms:

MidAmerican Energy Company Proposes To:

1. Furnish and install approximately 430' of 2" gas service piping to serve a load of 1,000,000 BTU.
2. Furnish and install AC-630 gas meter and header.
3. Supply 2 psig at the meter.
  - a. For a 2 psig delivery pressure to a customer, the customer's piping system must be able to receive, withstand and control 5 psig of gas pressure.

The Applicant Agrees To:

1. Be responsible for all restoration.
2. Provide without cost to the Company such easements as are necessary for the installation and maintenance of Company's facilities on private property. If a 3<sup>rd</sup> party easement is required any cost associated in obtaining the easement will be paid by the applicant.
3. Pursuant to MidAmerican's tariff, the Applicant is required to pay actual permit fees of \$40.00. Permit fees may not be offset by Revenue Credit and are to be paid regardless of whether the applicant is required to pay a Refundable Advance or a Nonrefundable Contribution.

4. Grade the service route to within four inches of final grade and clear the route of construction materials, obstructions, trees, etc. Extra costs for additional excavation beyond normal trenching operations, due to unforeseen underground obstructions, shall be paid by the applicant.
5. Permanently mark private fuel line with metal tag or paint.
6. The 2" gas riser bracket must be installed at final grade.
7. Furnish and install guard posts around the gas meter set (if needed).
8. Locate all underground facilities such as storm and sanitary sewer, septic lines, underground electric cable, communication cable, irrigation systems and water lines that are not located by members of One Call. MidAmerican Energy Company assumes no liability for private facilities not located.
9. Be responsible for complying with all aspects of compliance as required by any local, state, or federal permit or plan associated with storm water pollution prevention or erosion control. It is specifically understood and agreed that MidAmerican Energy Company is providing the service requested by the Applicant solely for the Applicant. MidAmerican Energy will not become or agree to become a co-permittee or operator for the purpose of applicants' compliance with any local, state or federal permit or plan associated with storm water pollution prevention or erosion control.
10. It is specifically understood and agreed Applicant must certify that all of the above requirements shall be met or this Agreement shall be deemed null and void.

If a customer makes a change to their facility that requires MidAmerican Energy Company to install protect posts around the existing gas meter/s, the customer will be responsible for the cost to install the posts.

If MidAmerican Energy Company is required to start construction of gas facilities during the winter season the work will be subject to an additional winter construction charge.

It is MidAmerican Energy Company's responsibility to see that the various utility companies' facilities are located before our construction. This includes electric, natural gas, telephone, cable television, and generally water. It is the owner's responsibility to see that any privately owned systems such as water systems, irrigation systems, drain pipes, septic lines and underground wiring are located before MidAmerican Energy Company's construction. MidAmerican Energy Company assumes no liability for private facilities that are not located.

MidAmerican Energy Company installed facilities will remain the property of MidAmerican Energy Company.



MidAmerican Energy Company  
PO Box 657  
Des Moines, IA 50306

If this proposal is satisfactory, please sign and return one (1) copy of this letter to me. MidAmerican Energy Company will release the work for scheduling upon the receipt of a signed proposal, gas service facility application agreement, site readiness, and payment of \$12,642.56. Please keep us advised of your plans so we may schedule our construction work at the appropriate time. If you have any questions, please call me at 515-252-6427.

*Please allow a minimum of ten (10) working days notice when requesting your gas meter.*

Sincerely,  
MidAmerican Energy Company

Curt Gause  
Business Connections Manager

Enclosure: Design Map

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

Date: \_\_\_\_\_ Date Service Required: \_\_\_\_\_



# Services Agreement

This is an agreement for Juicebox (we, us, our) to provide services to Ankeny Community School District (you, your). We are delighted to provide the services outlined in this agreement and you are obligated to pay for work performed.

---

**Signature**

---

**Printed Name**

---

**Title**

---

**Date**

## **Modify menus**

We'll modify the dropdown menu to create different subsections on hover. The actual cost will vary based on the complexity of the changes.

## **Embedded PDF controller**

We'll implement an embedded PDF reader on the website.

## **Design & build page layouts and content blocks**

We'll implement page builder templates and component blocks in the library. You'll be able to use any combination of blocks and integrate them on the website. We plan to include the following blocks.

- 1 column block
- 2 column block
- 3 column block
- Slideshow block
- Podcast block
- Gallery block
- Timeline block
- Social media block
- Testimonial block
- Factoid block(s)
- Staff contacts
- Accordion/FAQ block
- 3 column photo block
- Video block
- News section (showing four stories)

## **Orbis website**

After we've done discovery with them, we'll be able to provide an accurate cost estimate.

## **Maintenance agreement**

We'll provide ongoing website support services.

## **Resource library**

We'll create a searchable resource library for the website. You'll be able to include various items in the library (e.g., PDF documents, links to off-site items, pages, etc.). Site visitors will be able to search or filter items in the resource library to display matching results.

## **Maintenance + upgrades**

We'll upgrade the version of WordPress that powers all of your sites at least twice each year. We'll also upgrade our suite of plugins and any third-party plugins and tools used on your site.

# Cost summary

Modify menus	\$750-\$1,200
Embedded PDF controller	\$1,200
Design & build pay layouts and content blocks	\$7,750
Orbis website	Cost TBD
Maintenance agreement	\$1,500/year
Resource library	\$3,500
Maintenance + upgrades	\$650/year

# Agreement Terms

## Ownership rights

You'll breathe a sigh of relief after reading this section. We believe that since you're paying us to create your website and the other creative services we are doing for you, it should be yours. We will be doing design and programming work. You will be the exclusive owner of any graphic design work. You grant us the right to use images of the work for our own promotional purposes (e.g. work portfolio on our website). You will own the site. For the software code that powers your website, you will receive a perpetual, non-terminating right to the source code (almost like you would with a license for Windows or Mac OS). You will have access to the source code and be able to modify or change the website as needed. You agree not to resell that code or give it away. If you ever work with another firm (which you can and should if we're not doing a good job), that firm is restricted from reusing or repurposing the code and using it for any of their other projects.

## Escape hatch

If you're not thrilled with our work, you can terminate this agreement at any time during the design process and get a full refund. If we're past the design phase, we'll give you all of our work and you'll only pay for what we've completed.

## Payment terms

You may elect to pay for the project using either of two options; (1) over three payments as the site is built, or (2) make annual payments for the site annually over a term of three or four years. If you decide to pay for the site as a project, we will invoice you three times as different phases are completed (i.e. 50% of the project is due when we start, another 25% after the design is approved and the remainder is due after training). If the district chooses the second option, to make annual payments over a three or four year period, the total cost of the project will be equally divided over the length of the term (e.g. three or four years), we will invoice you once as we start the project and annually on your anniversary date. If you elect to make annual payments, you will not be charged any interest.

We will invoice you three times as different phases are completed; 50% of the project is due when we start, another 25% after the design is approved and the remainder is due after training).

## Governing laws

The terms and conditions of this Agreement shall be construed in accordance with the laws of the state of Iowa. Any disputes related to this agreement will be decided in a legal venue located in Iowa.

»

Des Moines Movers and Shakers/MetroEventCo/Chicago Movers And Shakers mobile DJ service entertainment contract

AN AGREEMENT made this day of Monday, May 2, 2022, by and between Bozz (Amy) Bossard, hereinafter referred to as the Purchaser, and Des Moines Movers and Shakers(DBA's Metro Event Co, Chicago Movers And Shakers, hereinafter referred to as the DJ/DMMAS.

NOW THEREFORE: in consideration of the promises and the agreements herein contained and intending to be legally bound hereby, the Parties do agree as follows:

1. The Purchaser hereby engages the DJ to provide a DJ Service. The service to be performed at

Event Location:

(Venue): Cafeteria

(Address): 2220 NW State St, Ankeny IA, 50023

(Phone #):

2. DJ hereby agrees to provide a DJ Service for the Purchaser at the above-mentioned location.

3. The said DJ Service shall consist primarily of providing musical entertainment by means of a recorded music format.

4. DMMAS hereby agrees to render professional services and is at all times to have complete control of his audio system.

5. The Parties hereby agree that the DJ Service shall be provided and accepted on the following date(s) and time(s) of the engagement:

Date: 9/24/2022

Start Time(s): 8:00 PM

Finish Time(s): 11:00 PM

6. The Purchaser in consideration of the DJ Service to be rendered by the DJ, and the mutual promises contained herein, hereby agrees to pay to the DJ the following consideration:

A non-refundable reservation fee of \$ \$1,250.00 (50% of Performance Fee) is required to secure the services of Des Moines Movers and Shakers for the engagement. This amount shall be applied toward the Performance Fee.

The Performance Fee is \$ \$2,500.00 for the time frame outlined above. Services requested that exceed the time frame will be charged at the rate of \$ \$200.00 per hour, payable the day of the engagement. It may not always be possible to provide additional performance time. However, when feasible, requests for extended playing time will be accommodated.

Additional Terms and Conditions:

The agreement of the DJ to perform is subject to proven detention by accidents, riots, strikes, epidemics, pandemics, acts of God, or any other legitimate conditions beyond their control. If such circumstances arise, all reasonable efforts will be made by DJ to find replacement entertainment at the agreed upon fees. Should DJ be unable to procure a replacement, Purchaser shall receive a full refund. Purchaser agrees that in all circumstances, Des Moines Movers and Shakers' liability shall be exclusively limited to an amount equal to the performance fee and that DJ shall not be liable for indirect or consequential damages arising from any breach of contract.

All deposits are nonrefundable if canceled within 60 days of the engagement unless the DJ cancels the engagement.

The purchaser and DJ agree that this contract is not subject to cancellation unless both parties have agreed to such cancellation in writing. In the event the Purchaser breaches the contract, he or she shall pay the DJ the amount set forth above as "Wage agreed upon".

It is hereby further agreed; that the Purchaser shall be held liable for any injury or damages to the DJ, or property of the DJ, while on the premises of said engagement, if damage is caused by Purchaser or guest, members of his organization, engagement invitees, employees, or any other party in attendance, whether invited or not.

It is understood that if this is a "Rain or Shine" event, DJs' compensation is in no way affected by inclement weather. For outdoor performances, Purchaser shall provide overhead shelter for setup area. The DJ reserves the right, in good faith, to stop or cancel the performances should the weather pose a potential danger to him, the equipment, or audience. Every effort will be made to continue the performance. However, safety is paramount in all decisions. The DJ's compensation will not be affected by such cancellation.

In the event of circumstances deemed to present a threat or implied threat of injury or harm to Des Moines Movers and Shakers staff or any equipment in DJ's possession, DJ reserves the right to cease performance. If the Purchaser is able to resolve the threatening situation in a reasonable amount of time (maximum of 15 minutes), DJ shall resume performance in accordance with the original terms of this agreement. Purchaser shall be responsible for payment in full, regardless of whether the situation is resolved or whether DJ resumes performance. In order to prevent equipment damage or liability arising from accidental injury to any individual attending this performance, DJ reserves the right to deny any guest access to the sound system, music recordings, or other equipment.

Purchaser shall provide DJ with safe and appropriate working conditions. This includes a minimum 6-foot by 6-foot area for setup, space for setting up speakers and lighting stands. DJ requires a minimum of one 15-20-amp circuit outlet from a reliable power source within 50 feet of the set-up area. This circuit must be free of all other connected loads. Any delay in the performance or damage to DJ's equipment due to improper power is the responsibility of the purchaser. Two circuits are preferred, where possible. Additional outlets on SEPARATE circuits for lighting (if contracted for) are required. Purchaser shall provide crowd control if warranted; and furnishing directions to place of engagement. Purchaser is responsible for paying any charges imposed by the venue. These charges may include, but are not limited to, parking, use of electric power, and fire marshal if necessary (for use of fog).

The Purchaser shall at all times have complete control, direction and supervision of the performance of DJ at this engagement and Purchaser expressly reserves the right to control the manner, means and details of the performance of the services of DJ. A written event/music planner or music request list must be received from the Purchaser and forwarded to Des Moines Movers and Shakers at least two weeks prior to the date of the engagement for it to be included in DJ's programming guidelines. With or without the aid of an event/music planner or music request list, DJ shall attempt to play Purchaser's and Purchaser's guests' music requests but shall not be held responsible if certain selections are unavailable. DJ will make an extra effort to have music requests available if they are received IN WRITING at least two weeks prior to the engagement. In the event of non-payment, DJ retains the right to attempt collection through the courts. Purchaser will be held responsible for all court fees, legal fees, and collection costs incurred by DJ. Purchaser shall be charged \$25 for each bounced check plus a \$7.50 service charge for each collection notice.

This agreement guarantees that DJ will be ready to perform at the start time of the engagement. No guarantee is made as to DJ's time of arrival; however, DJ requests that they be permitted 120 minutes before the engagement and 60 minutes after the engagement for setup and take down. DJ also requests ramp or elevator access between the parking/service entrance and the setup area. If the venue requires setup or take down in less

time, or if equipment must be carried up stairs or lifted onto a stage to reach the setup area an additional fees will be charged at the rate of \$50.00/hour. If Purchaser or venue requires DJ to complete setup more than one hour before the start time, or to postpone takedown more than hour after the end time indicated, the additional time will be charged at the rate of \$20.00 per half-hour.

Engagements within the City of Des Moines(50312) and West Des Moines(or other base metro - Chicago, Cedar Rapids, Iowa City, or Omaha) will not be assessed a travel charge. Services requiring travel outside of these areas will be charged at \$0.50 per mile in excess of 50 miles. Engagements in excess of 250 miles will require accommodations be made for an overnight stay in a local hotel/motel for Des Moines Movers and Shakers to be provided by Purchaser.

By executing this contract as Purchaser, the person executing said contract, either individually, or as an agent or representative, represents and warrants that he or she is eighteen (18) years of age, and further, if executing said contract as agent or representative, that he or she has the authority to enter into this agreement and should he or she not have such authority, he or she personally accepts and assumes full responsibility and liability under the terms of this contract.

All attached riders are an integral part of this contract, riders may be added via email. This contract will supersede any other contract. If any part of this contract is illegal or unenforceable, the remaining provisions of this contract will remain valid and enforceable to both parties. This contract contains the entire agreement between the parties and no statement, promises, or inducements made by any party hereto, or agent or representative or either party hereto, which are not contained in this written contract, shall be valid or binding. This contract shall not be enlarged, modified, or altered except in writing by both parties and endorsed hereon.

The laws of the State of Iowa shall govern this agreement. In the event of suit involving or relating to this agreement, Purchaser agrees that venue will be in Polk County. Purchaser agrees to defend, indemnify, assume liability for and hold DJ harmless from any claims, damages, losses and expenses by or to any person, regardless of the basis, which pertains directly or indirectly to DJ's performance. In the event that a civil action arises in an effort to enforce any provision of this agreement, the losing party shall pay the attorney's fee and court costs of the prevailing party. Purchaser may not transfer this contract to another party without the prior written consent of DJ. This agreement is not binding until signed by both Purchaser and DJ has received it. Any changes must be written and signed by both the Purchaser and DJ. Oral agreements are non-binding. If any clause in this agreement is found to be illegal, the rest of the agreement shall remain in force. DJ may elect not to exercise their rights as specified in this agreement. By doing so, DJ does not waive their right to exercise those options at a future date.

THE PARTIES hereto promise to abide by the terms of this agreement and intend to be legally bound thereby.

Signature     Amy Bossard    

Printed Name   Bozz  (Amy) Bossard  

Street Address: \_\_\_\_\_

Phone:   5154681053  

Josh Law, Owner(or authorized agent)   Joshua Law,    

(515) 329-3015

DmMoversAndShakers.com



ChicagoMoversAndShakers.com

\* MetroEventCo.com

MetroEventPlanner.com



## PROFESSIONAL SERVICES AGREEMENT

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WHEREAS, ANKENY COMMUNITY SCHOOL DISTRICT ("District"), an Iowa public school district, intends to contract with *Des Moines Movers & Shakers* ("Vendor") to provide *mobile DJ service* 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 *DJ service at Ankeny Centennial High School, 2220 NW State St, Ankeny, IA 50023*

### 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 9/24/2022 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 \$2500 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: \_\_\_\_\_  
**Ryan Weldon**  
President, Board of Education  
Ankeny Community School District  
306 SW School Street  
Ankeny, Iowa 50023

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

By: Josh Law

Date: 05/13/2022



Des Moines Independent Community School District  
 2820 Center St.  
 DES MOINES, IA 50312

**CONTRACTED SERVICES FOR REGULAR EDUCATION**

6/10/2022

Student Name:

DOB:

Begin Date: 5/17/2022 End Date:

This agreement is entered into between Ankeny (sending agency) and the DES MOINES COMMUNITY SCHOOL DISTRICT (receiving agency).

The above named student, a resident of your school district, is currently residing at Orchard Place and being provided educational services by the Des Moines Community School District.

We, the undersigned agencies, for each student being provided educational services or programs by other than the student's resident district, hereby do consent and agree to the following conditions:

Condition I

- A. The receiving agency shall provide instructional services and programs for the students referred for PMIC Program education classes in accordance with state laws governing such services and the delivery thereof.

Condition II

The cost of the above services shall be paid by the sending agency to the receiving agency at a cost of the maximum daily tuition rate of the sending agency. Payment of these costs will be determined and paid in the following manner:

- A. The receiving agency shall provide the sending agency with a final statement of the cost of services and programs at the end of the student's term or by the end of the current school year. The cost shall be determined by multiplying the number of days enrolled by the district cost per pupil of the sending agency.
- B. All statements/remittance are to be sent to Shelly Bosovich, Des Moines Public Schools, 2820 Center St., Des Moines, IA 50312

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 Designee Sending Agency

Signed: *Shelly Bosovich* Date: 6/10/2022  
 Designee Receiving Agency

Parent/Guardian:

**ANKENY SUMMERFEST JULY 8<sup>TH</sup>-10<sup>TH</sup>, 2022**

**APPLICATION FOR VENDOR SPACE**

Membership in the Ankeny Area Chamber of Commerce is required to apply.  
Chamber Membership does not guarantee a vendor spot at Ankeny SummerFest.

Name of Business Ankeny Community School District

Main Contact Person Heidi Palkovic

Address, City, State, Zip 306 SW School St., Ankeny, IA 50023

Phone: 515-965-9600 E-Mail Address: heidi.palkovic@ankenyschools.org

IA Sales Tax Number \_\_\_\_\_

**Food & Beverage/Product Sales Vendor**

Pricing includes electrical/water access as selected below.

- Single Space (14'x14') **\$ 450**
- Double Space (14'x28') **\$ 750**

Choose **one** below:

- Tent Tents/Trailers/Tables/Chairs are not provided.
- Trailer Vendor must bring their own.

Choose **one** electrical type below:

- Electrical 120v/20amp (Limit 2 outlets)  
Do you need 1  or 2  outlets?

OR

- Electrical 220v/50amp (Limit 1 outlet)  
Allowed 120v/20amp (2 outlets max.) **OR**  
220v/50 amp (1 outlet); NOT BOTH; Must have own cords

Please circle **one**:

Do you need access to water? **YES NO**  
If yes, you will need to bring your own hose and will be allowed one access point,

**Information ONLY Vendor; No Sales**

Pricing includes electrical as selected below.

- Single Space (14'x14') ~~\$0~~ **\$ 250**

Choose **one** below:

- Tent Tents/Trailers/Tables/Chairs are not provided.
- Trailer Vendor must bring their own.

Choose **one** electrical type below:

- Electrical 120v/20amp (Limit 2 outlets)  
Do you need 1  or 2  outlets?

OR

- Electrical 220v/50amp (Limit 1 outlet)  
Allowed 120v/20amp (2 outlets max.) **OR**  
220v/50 amp (1 outlet); NOT BOTH; Must have own cords

Electrical cord length: \_\_\_\_\_

Exact Tent/Trailer/Truck Dimensions 10x10'  
(Include awnings/overhangs/hitches/opening for door access/storage/cookers)

**\* If your tent/trailer are outside of the above listed dimensions, please increase your application request (such as applying for a double space).**

**\* Additional charges may apply for booths that exceed the above dimensions.**

**Include a color photo/schematic of booth and copy of Certificate of Liability Insurance.**

List or attach **all food/beverage/product items** for sale and prices per item.

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**Invoice will be sent after vendor has been approved.**

Questions? Call the Ankeny Area Chamber at (515) 964-0685 or email [janderson@ankeny.org](mailto:janderson@ankeny.org)

**Chamber Mailing Address: PO Box 488, Ankeny, IA 50023**

**I understand this application is a binding contract in which I agree to abide by all vendor rules and regulations. If I am to break these rules and regulations, I understand that I may be assessed a fee by the Ankeny Area Chamber of Commerce.**

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_



# Ankeny SummerFest 2022 RULES AND REGULATIONS



- 1. Set up:** Vendors are allowed to set up on Friday, July 8<sup>th</sup>, beginning at 7am. Set up must be complete by 3pm on Friday, July 8<sup>th</sup>. No one will be allowed to set up after this time. Vehicles are not to be in vendor areas after initial load in as cement barricades will be put in place. Trailers will need to be unhitched and vehicles moved offsite. All vehicles and trailers must be moved out of vendor area by 1pm. Parking will be available for vendors. **Vendor payment must be paid in full prior to setting up and unpaid vendors will not be eligible to participate in the event.**
- 2. Vendor Operating Hours:**  
Friday, July 8<sup>th</sup> - 5pm - Midnight  
Saturday, July 9<sup>th</sup> - 12pm - Midnight  
Sunday, July 10<sup>th</sup> - 11am - 10pm (Fireworks begin at 9:30pm)
- 3. Space Constrictions:** Spaces will be marked prior to set up. Vendors must restrict their booths to the size contracted. This space must include all awnings, hitches, doors, overhangs, storage, cookers, etc. Vendors are responsible for reviewing their given space prior to Ankeny SummerFest. Ankeny SummerFest is not responsible if you are not able to fit in your assigned spot. All vendors must confine themselves to operating within contracted booth space. A final map of vendor spaces will be sent once all vendors are finalized.
- 4. Booth Structure:** All vendors must secure their structure both when open and when the event is closed. Please make sure booth is safely secured when not onsite in case of weather. Tents must be weighted down with concrete blocks or sandbags. No tent anchors/stakes can be placed in grass.  
Weight Requirement:  
10 x 10 Tent = 40 lbs. per tent leg  
Larger than 10 x 10 Tent = 80 lbs. per tent leg
- 5. Theme:** The 2022 theme of Ankeny SummerFest is "DinoSoar into Ankeny". If you would like to use the event logo(s) above along with the Ankeny SummerFest Presented by Karl Chevrolet logo in your signage/website/social media promoting this event, you will need to fill out the Single-Use License Agreement for Event Sponsors and Participants (Separate Attachment). You can decorate your booth to go along with the theme if you would like or use the theme to come up with a certain menu item/game that could coincide with this fun theme. Using the theme/logo is not required.
- 6. Vendor Meeting:** A mandatory meeting for all vendors will take place the day of setup, Friday, July 8<sup>th</sup> at 3pm. Food/Beverage vendors will then be inspected by the Iowa Department of Inspections & Appeals following the meeting. Sales may begin at 5pm, even if not inspected before opening.

7. **Booth Approvals:** The Ankeny SummerFest committee reserves the right to prohibit any booth or proposed booth, which in its opinion is not suitable or keeping with the character of the celebration. This concerns persons, conduct, printed matter, souvenirs, food types, and any other items that affect the character of the celebration.
8. **Sales Tax:** Valid sales tax permits are required for all vendors. If you do not have a sales tax permit, a temporary permit should be acquired. Documentation must be provided on request. Sales tax license numbers must be provided prior to Ankeny SummerFest.
9. **Liabilities:** Ankeny SummerFest will not be responsible for any injury that may arise to vendors, their employees, or for loss/ damage to any booth or its contents by reason of weather, fire, accident, theft, or any other cause except for its negligence or willful misconduct. Each vendor must be covered by liability insurance and a copy of insurance must be given to the Ankeny Area Chamber of Commerce when applying.
10. **Menus:** Food Vendors must provide a list of all items that will be sold prior to Ankeny SummerFest. The Ankeny SummerFest committee must approve any changes. Food Vendors must provide appropriate signage and pricing for customers. Menus may not change during Ankeny SummerFest unless approved by the Ankeny SummerFest chair. Vendors in spaces located near the carnival (spaces TBD) are restricted from selling funnel cakes or cotton candy.
11. **Utility Services:** Electric service is available per the application request, with the vendor providing their own cords, and must be listed when applying. Water is available as indicated on the application and vendors must provide their own hose. Use of these services must be arranged ahead of time with the Ankeny SummerFest staff. Vendors must supply proper utility lines. Ankeny SummerFest will not provide extra cables/hoses. Vendors must provide appropriate covers for cords/hoses to allow for walking access. Please respect all neighboring utility lines.
12. **Staffing** Vendors may choose when they would like to staff their structure (event hours listed on page one). Ankeny SummerFest personnel ask that the physical structure remains on grounds for the entirety of Ankeny SummerFest whether staffed or not.
13. **Clean Up:** Vendors are responsible for their own clean up, trash bagging, and disposing in trash cans/dumpsters. Disposing of grease for Food vendors is required and a location will be provided at the event.
14. **Tear Down:** Tear down of structure will begin Sunday, July 10<sup>th</sup> after fireworks are completed (Fireworks set to begin at 9:30pm) and the closing of Ankeny SummerFest at 10pm. Cement barricades will be in place all weekend and will not be removed until attendees have exited the Ankeny SummerFest grounds. Trailers/Vehicles will not be allowed in vendor areas for loading until barricades have been removed. All booths must be removed by Monday, July 11<sup>th</sup> at 8am.

**Please Review these rules carefully.**

**The vendor application is a contract agreeing to abide by all rules.**

**Any vendor who is in noncompliance with these rules after two warnings will be assessed fees of \$250 per rule at the conclusion of Ankeny SummerFest.**

**Failure to pay fee will result in loss of return to future Ankeny SummerFest dates.**

## SummerFest Food/Beverage Vendors \*Licenses/Approvals Needed\*

(Links to websites/applications below are in green.)

### State of Iowa Requirements for Food Service Licenses:

All food/beverage vendors are required to purchase a temporary food service license from the [Iowa Department of Inspections & Appeals](#) Phone: (515) 281-6538

### City of Ankeny Requirements for Mobile Food Vendor License:

Apply for a [Mobile Food Vendor License](#) through the City of Ankeny website.

- [Mobile Food Vendor License Application Checklist](#)
- [Mobile Food Vendor Application](#) (Page 5, Permission from Property Owner, is not required.)
- [Background Check Application](#) - Must be completed via this vendor.  
It lists 'Protect Youth Sports' and 'Organization: City of Ankeny-CPA'.  
This is the correct and only background check vendor that can be used through the City of Ankeny. Payment of \$25.95
- The City of Ankeny will not charge the Mobile Food Vendor License fee for Ankeny SummerFest (3-day event).

### Food Vendors Fire Inspection:

All food vendors that use grills/fryers/ovens/cook onsite, will need to be inspected by the City of Ankeny Fire Inspector. Fire Inspections will be done for both mobile food vendors and those operating out of a tent.

- Mobile food vendors (cooking out of a trailer/vehicle) **must** be inspected **prior** to the event. Please set up a time as soon as possible for inspection by Tyson Hood, (515) 965-6474.
- Food vendors operating out of a tent will be inspected on the starting day of the event, Friday, July 8<sup>th</sup>.
- The City of Ankeny will waive the fire inspection fee:
  - IF you are only a vendor for Ankeny SummerFest (3-day event)
  - **and**
  - You **MUST** inform them that you are only a vendor for Ankeny SummerFest.

**All other non-food vendors:** Do not need a background check or a solicitor's license.

# **Independent Contractor Agreement Ankeny Community School District**

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**WHEREAS, Ankeny Community School District** (“District”), a school corporation, intends to contract with **BSG Strategies**, Independent Contractor (“IC”), to deliver grant writing support for the district as outlined in *Appendix A: Scope of Work*.

## **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 perform the services outlined in *Appendix A: Scope of Work* incorporated herein by reference.

### **2. TERMS OF PAYMENT:**

IC will be paid \$6,000 in total for performance of the services outlined in *Appendix A*. This amount will be paid in three (3) equal monthly installments of \$2,000 each payable as described below.

IC will invoice District by the fifth calendar day of each month covered by this agreement (July 5, 2022, August 5, 2022, September 5, 2022). 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 the Sex Offender Registry Certificate of Compliance, prior to the start date. Results of this 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. INTELLECTUAL PROPERTY:**

IC hereby acknowledges that all information, enhancements, alterations, modifications, improvements, discoveries, ideas, processes, designs, trade secrets or other useful technical information or know how relating to the District's products, devices, processes or procedures, or otherwise prepared for the benefit of the District or its customers (the "*Works*") developed or suggested by IC will be "works made for hire" (as defined in 17 U.S.C. §101 (1976), as amended) for District, and, as such, will be the exclusive property of District.

If any Work is held not to be "work made for hire," IC hereby assigns to District all of District's right, title and interest in such Work. IC hereby assigns to District all of IC's right, title and interest in the Works. IC will give all assistance that District reasonably requires to perfect, protect and use the District's rights to the Works. In particular, IC will sign all documents, do all things, and supply all information that District may reasonably deem necessary or desirable to enable the District to obtain patent, copyright or trademark protection for the Works anywhere in the world. IC warrants that IC has the right to use any copyrightable materials used by IC under this Agreement or otherwise in connection with the services provided herein and that no rights of others are infringed by IC's work hereunder.

## **13. TERM:**

This Agreement shall commence on July 1, 2022 and conclude on September 30, 2022 unless terminated by either party in accordance with Section 14.

## **14. TERMINATION:**

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

Either party may terminate this Agreement for cause if a party materially breaches its obligations under this Agreement, and such breach is not cured within fifteen (15) days after delivery of the non-breaching party's notice or such longer time as the non-breaching party may specify in the notice.

## **15. 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. Any changes to assignability must be explicitly written and signed by both parties.

## **16. AMENDMENTS:**

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

## **17. GOVERNING LAW:**

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

## **18. 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.

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: \_\_\_\_\_  
Susan Gentz  
BSG Strategies

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

**Ankeny Community School District**

By: \_\_\_\_\_  
Ryan Weldon  
President, Ankeny Board of Education

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

## **APPENDIX A: Scope of Work**

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

- Monitor grant opportunities in categories aligned to the District’s mission, strategic plan, and identified priorities and provide the identified District liaison with updates about potential opportunities that might be strong fits for the District.
- At the District’s direction, draft and shepherd to completion competitive governmental and philanthropic grant applications to support District initiatives.
- Meet bi-weekly (twice monthly) for thirty minutes each with the identified District liaison to discuss grant opportunities, determine strategy for competitive grant applications, and align on priorities for future application.

### ***About the Consultants:***

*BSG Strategies is an education policy and technology firm. Founder Susan Gentz comes with a policy background working for both the Iowa House of Representatives and the United States Senate. She worked on the Every Student Succeeds Act and has worked with districts on grant opportunities. Her team brings expertise from working with districts across the nation on strategic advising and grant writing. Her partner, Dr. Kecia Ray has a vast experience in grant writing, was appointed to lead the Metro Nashville School District as director of federal programs.*



## Conflicts of Interest

Asset Services has no known conflicts of interest with Ankeny Community School District.

## Proposed Terms of Agreement

### Invoices and Billing

Twenty-five percent (25%) of the fixed fee cost will be due upon signature of the contract. Invoices for project work will be submitted to Ankeny Community Schools monthly. The final 25% of the fixed fee will be invoiced upon delivery of final reports.

Payment will be due net 30 from invoice date. Ankeny Community Schools will pay a late payment charge of one and a half percent (1.5%) per month on any overdue amount.

Ankeny Community Schools agrees to pay all collection charges incurred in the collection of the amounts owed under this agreement (including the charges of any collection agency to which account is referred). In the event the account is referred to an attorney, Ankeny Community Schools agrees to pay all charges and expenses, including reasonable attorney's charges and court costs, to the extent permitted by actual law.

### Nondisclosure

Asset Services agrees that it will not disseminate or disclose in writing or otherwise, all or any portion of the material produced for Ankeny Community Schools. Ankeny Community Schools agrees that methods, techniques, and programs which Asset Services uses to perform the inventory, constitute proprietary and confidential information of Asset Services and that Ankeny Community Schools, its employees, and its agents will not disclose any information to any third party.

### Independent Contractor

The parties agree that for all purposes hereunder, Asset Services shall be an independent contractor and shall not represent itself otherwise.

### Liability Remedy

Ankeny Community Schools' exclusive remedy for any claim arising out of or relating to this Agreement will be for Asset Services, upon receipt of written notice, either (i) to use commercially reasonable efforts to cure, at its expense, the matter that gave rise to the claim for which Asset Services is at fault, or (ii) return to Ankeny Community Schools the fees paid by Ankeny Community Schools to Asset Services for the particular service provided that gives rise to the claim. Ankeny Community Schools agrees that it will not allege that this remedy fails its essential purpose.

### Assignment

The Agreement is not assignable or transferable by Ankeny Community Schools. This Agreement is not assignable or transferable by Asset Services without the written consent of Ankeny Community Schools, which consent shall not be unreasonably withheld or delayed.

### Governing Law

This agreement shall be interpreted under the laws of the State of Iowa. Any litigation under this agreement shall be resolved in the trial courts of Polk County, State of Iowa.

### Severability

Should any part of this Agreement for any reason be declared invalid, such decision shall not affect the validity of any remaining provisions, which remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid portion thereof eliminated, and it is hereby declared the intention of the parties that they would have executed the remaining portion of this Agreement without including any such part, parts, or portions which may, for any reason, be hereafter declared invalid. Any provision shall nevertheless remain in full force and effect in all other circumstances.

**3. Primary Point-of-Contact & Authorized Negotiator**

RFP Process Point of Contact	
Tim Michener	VP Sales & Marketing
Mailing Address:	30731 G Avenue, Conrad, IA 50621
Email Address:	Tim.Michener@AssetServices.com
Telephone #:	816.797.2300
Contract Negotiation Point of Contact	
Scott Wyckoff	President
Mailing Address:	7227 Metcalf Ave., Suite 200, Overland Park, KS 66204
Email Address:	Scott.Wyckoff@AssetServices.com
Telephone #:	913.383.2738 X106

**4. Invoicing and Timelines**

Invoicing process:	25% of contract fee is due upon signing. 50% of the remaining contract fee is due when on-site work is completed, or client is invoiced monthly (totaling 50%) if it is a multi-month project. Remaining 25% of contract fee, as well as any reconciliation and/or valuations, are due when final reports are delivered.  The client provides a physical address or an email address, and all invoices are sent to the appropriate address.
Most favorable payment term(s) to ACSD:	Net 30
Discount for early payment:	No
Process for handling disputed invoices:	Asset Services keeps open lines of communication, and works to resolve disputed invoices through constructive positive dialogue with our clients
Electronic submittal for Invoices:	Yes

**5. Pricing**

**Inventory Fees**

Asset Services will perform the inventory as outlined in the Project Scope of this document for a fixed fee price of \$79,240 (this fixed includes all travel expenses incurred by Asset Services personnel).

**Asset Valuation**

Asset Services will perform the asset valuation, providing replacement cost for each inventoried item, for a fixed fee price of \$4,000.

## Data Reconciliation

Asset Services will perform a data reconciliation as outlined in the Project Scope of this document for a fixed fee price of \$4,000.

## Expenses

All travel expenses incurred by Asset Services during this project are included in the fixed fee. Additional non-travel expenses required by Ankeny Community Schools, not otherwise defined in this scope, will be rebilled to client.

## Delay Time (Optional)

Ankeny Community Schools will provide staff to facilitate access by Asset Services Field Data Specialists. If areas are inaccessible, or when Asset Services personnel are denied access to a location or area, the area will not be inventoried. At the option of Ankeny Community Schools Field Data Specialists may wait until access is provided, and Ankeny Community Schools will be billed at a rate of \$150 per hour per resource. Prior to billing, the Ankeny Community Schools Project Manager will be contacted to determine if the area should be bypassed or waiting commenced. If the Project Manager is unavailable, the escalation point will be contacted.

## Additional Data Services

Additional data services not defined in this scope may be provided at the request of Ankeny Community Schools. Ankeny Community Schools will be billed at a rate of \$150 per hour per resource. Prior to engaging in additional data services, Ankeny Community Schools Project Manager will be contacted for approval in writing.

## Additional Field Services

Additional field services not defined in this scope may be provided at the request of Ankeny Community Schools. Ankeny Community Schools will be billed at a rate of \$175 per hour per resource. Travel time to and from site(s) will be billed. A minimum of 32 hours per week per resource will be billed for additional on-site field services. Prior to engaging in additional field services, Ankeny Community Schools Project Manager will be contacted for approval in writing.

## Building Mechanical/Physical Plant Equipment Inventory Fees

If the Building Mechanical/Physical Plant Maintenance equipment is included in the scope of work (see Addendum 1), the following additional fees will be included.

**Note:** These additional fees are based on the Building Mechanical/Physical Plant Equipment Inventory being completed in conjunction with the Fixed Assets, Furniture, and Equipment inventory project. If these are separated into two individual projects, the pricing will be reevaluated.

## Inventory Fees

Asset Services will perform the inventory as outlined in Addendum 1 of the Project Scope of this document for a fixed fee price of \$16,260 (this fixed includes all travel expenses incurred by Asset Services personnel).

## Asset Valuation

Asset Services will perform the asset valuation, providing replacement cost for each inventoried item identified in Addendum 1, for a fixed fee price of \$2,000.

## Data Reconciliation

Asset Services will perform a data reconciliation of Building Mechanical/Physical Plant Maintenance equipment as outlined in Addendum 1 of the Project Scope of this document for a fixed fee price of \$1,500.

## 6. Understanding

Asset Services understands that Ankeny Community Schools desires:

- An accurate fixed asset inventory of Ankeny Community Schools facilities.
- A comprehensive valuation of all inventoried assets (replacement cost).
- A data reconciliation of the current asset listing to the physical inventory results.

## 7. Project Scope

### Physical Inventory

Asset Services will create an inventory database and conduct a physical field inventory for assets in the following asset classes.

### Fixed Assets, Furniture, and Equipment (Tagged)

Asset Services will inventory items exceeding an estimated original cost of \$500 (threshold) in the following asset classes:

- Information Technology
- Audio/Visual
- Furniture
- Athletic Equipment
- Industrial Arts (Shop) Equipment
- Art Equipment
- Science/STEM Equipment
- Kitchen Equipment
- Office Equipment
- Maintenance Equipment
- Custodial Equipment
- Special Education Equipment
- Musical Instruments (district-owned)
- Bleachers and Scoreboards

**Note: Asset Services will inventory all asset classifications identified in the RFP.**

### Technology Equipment (Tagged)

Asset Services will inventory tagged technology assets in the following asset classes:

- Laptops
- Chromebooks
- iPads
- Printers
- Scanners
- Projectors/Projector Screens
- TV's
- Charging Carts/Stations
- Desktop Computers (PC's)
- Monitors
- VoIP Phones
- Tablets
- Interactive Whiteboards

- Document Cameras
- Voice Amplification
- Sound Systems
- Security Cameras
- Keyless Entry Systems
- Wireless Access Points (not tagged-WAP's will be group counted by room/area unless tag is accessible and visible without the use of a ladder)
- Servers
- UPS'
- Copiers
- Print Shop Equipment

## **Included Assets (Not Tagged)**

Asset Services will inventory low cost/high volume items that do not meet the cost threshold, by performing a group count of these items per location. These items are assigned a system-generated asset number in lieu of a physical asset tag number. Group counts will be performed on items in the following asset classes:

- Student Desks and Chairs
- Various chairs (task chairs, stack chairs, side chairs)

## **Excluded Assets**

Assets excluded (out of scope) include:

- Books
- 1:1 devices that have been issued to students
- Musical Instruments (student-owned)
- Hand tools
- Non-VoIP telephony equipment
- Building mechanical
- Land and buildings
- Licensed vehicles
- Software
- Cell phones

## **Asset Tagging**

Asset Services will scan existing Ankeny Community Schools' asset tags and capture descriptive data pertaining to each asset. If Asset Services identifies an asset that meets the project scope but does not have a property tag affixed, or the tag is unreadable or damaged, Asset Services will apply a property tag (provided by Ankeny Community Schools) to the asset and collect descriptive data pertaining to that item.

Tags will be placed in standardized locations that allow for ease of future rescans, but not interfere with proper operation of equipment. It must be noted that tag placement is not always possible for every item (i.e., blade servers, ceiling mounted projectors, etc.). The following describes Asset Services typical tag placement protocol:

- Tag all items, where tag placement is possible, without interfering with operation.

- If tag placement is not possible due to situations beyond Asset Services' control (i.e., item is out of physical reach, a tag may interfere with equipment operation, or the item is not conducive for a tag to be applied), Asset Services will inventory the item without an actual property tag being placed on the item. A system generated asset number is assigned to the item and all descriptive data pertaining to the item is collected.

**Note:** Asset Services will standardize tag placement with Ankeny Community Schools project manager.

## Data Capture (for tagged items)

The following data will be captured for each inventoried item:

- Asset Tag Number
- Asset Category
- Asset Description
- Site/Campus
- Building
- Room (if applicable)
- Manufacturer (if apparent)
- Model or product number (if readily available)
- Serial number (if available)
- Quantity
- Condition Code:
  - 1=Broken (Trashed, broken, warped, major dents, scratches, and/or fabric tears).
  - 2=(Significant signs of age and wear. Highly visible spots, dents, scratches, and/or fabric tears. May have minor damage).
  - 3=Good (Showing signs of age. May have visible scratches and stains, but still useable in its present condition).
  - 4=Pristine (appears to be brand new. There are no nicks gouges, scratches, stains, or discoloration. No apparent structural damage).

**Note:** Asset Services will make every attempt to capture all data elements for each item however, Asset Services personnel will not risk interfering with component operation. No components will be unplugged, removed from racks, etc., in order to gain access to descriptive data.

## Data Capture (for counted items)

The following data about each inventoried item will be captured:

- Asset Category
- Asset Description
- Site/Campus
- Building
- Room (if applicable)
- Quantity

## Locations

Inventories will be performed at the following locations:

Location	Address	City	State	Zip
Ankeny High	1155 SW Cherry Street	Ankeny	IA	50023
Ankeny Centennial High	2220 NW State Street	Ankeny	IA	50023

Location	Address	City	State	Zip
Southview Middle	1020 SW Cherry Street	Ankeny	IA	50023
Northview Middle	1302 N. Ankeny Blvd.	Ankeny	IA	50023
Parkview Middle	105 NW Pleasant Street	Ankeny	IA	50023
Prairie Ridge Middle	101 NW Prairie Ridge Drive	Ankeny	IA	50023
Ashland Ridge Elementary	2600 NW Ash Drive	Ankeny	IA	50023
Crocker Elementary	2910 SW Applewood Street	Ankeny	IA	50023
East Elementary	710 SE Third Street	Ankeny	IA	50021
Heritage Elementary	301 SW Prairie Trail Parkway	Ankeny	IA	50023
Northeast Elementary	1705 NE Trilein Drive	Ankeny	IA	50021
Northwest Elementary	1202 W. First Street	Ankeny	IA	50023
Prairie Trail Elementary	1850 College Avenue	Ankeny	IA	50023
Rock Creek Elementary	3800 NW Abilene Road	Ankeny	IA	50023
Southeast Elementary	1005 SE Trilein Drive	Ankeny	IA	50021
Westwood Elementary	2920 NW Ninth Street	Ankeny	IA	50023
Terrace Learning Center	310 NW School Street	Ankeny	IA	50023
District Administrative Office	306 SW School	Ankeny	IA	50023
District Warehouse	1513 SE Cortina Drive	Ankeny	IA	50023
Bus Garage	2017 SE Oak Drive	Ankeny	IA	50021
Maintenance Garage	400 SW Pleasant Street	Ankeny	IA	50023

## Project Requirements and Assumptions

The following requirements and assumptions are necessary for a timely and successful inventory:

- Asset Services Field Data Specialists will be given access to all areas of the client facility/facilities, containing items to be inventoried between the hours of 8:00 AM and 7:00 PM Monday through Friday.
- In order to access locked/secured rooms/areas, Ankeny Community Schools will either provide a master key/access card that can provide access to these areas or leave such areas open/unlocked. Areas that are inaccessible or where Asset Services Field Data Specialists are denied access will not be inventoried or Ankeny Community Schools may direct Asset Services to wait and invoke “Delay Time” billing as identified in the *Fees and Rates* section of this document. Asset Services will make every attempt to inventory all areas and will promptly advise Ankeny Community Schools if it needs access to an area to perform the services hereunder.
- Asset Services requests that all personal items be marked accordingly (i.e., a sticky note) prior to the inventory being performed, so as not to inventory personal items.
- Ankeny Community Schools will provide Asset Services with floor plans and/or other appropriate information to facilitate the inventory process promptly following the full execution of this agreement.
- Items to be inventoried must be accessible to Field Data Specialists, without the need to move or unpack items. Inaccessible items will not be inventoried; provided, however, Asset Services will promptly notify Ankeny Community Schools of any such inaccessible items so that Ankeny Community Schools can provide necessary access thereto as appropriate.
- Laptop/iPad carts must be unlocked. If Asset Services is unable to access the laptop/iPad cart, the items will not be inventoried.

- For tagging of Ipads or other handheld devices that have covers (i.e., Otter Cases), if Ankeny Community Schools desires the item to be tagged under the cover/case, these covers/cases must be removed prior to the inventory commencing. Otherwise, Asset Services will place the property tag on the case/cover.
- If student devices have already been issued to students, they will not be inventoried. However, Ankeny Community Schools will provide a list of student-issued 1:1 devices in order for them to be included in the valuation and reconciliation.
- If Asset Services is required to inventory assets that are stored in boxes or packaging, Asset Services will not be held responsible for any assets that are damaged. Asset Services will immediately notify Ankeny Community Schools' Project Manager upon discovering damaged assets that are opened.
- Ankeny Community Schools will provide Asset Services with an up-to-date asset listing a minimum of 3 weeks prior to inventory commencement. The listing will be provided in Excel format, and contain individual fields/columns for asset tag, alternate tags, serial number, model, manufacturer, and description.
- The accuracy of a reconciliation is dependent upon the data quality of the existing equipment listing.
- Asset Services will not remove existing property tags.

## Changes to Project Scope

Any changes to the project scope will require both parties to sign a change of scope document.

## 8. Project Planning and Implementation

### Inventory Process

#### Communication

Asset Services will develop a tentative schedule, with input from the Ankeny Community Schools Project Manager. Asset Services will request that Ankeny Community Schools provide all facilities/schools with the tentative schedule in order for them to be prepared for the arrival of Asset Services Field Data Specialists. Asset Services will communicate any changes to the schedule to the Ankeny Community Schools Project Manager.

Upon arrival at each location, Asset Services Field Data Specialists will check in at the office and introduce themselves to the point of contact and explain the inventory process, as well as discuss any issues that may affect the inventory process, such as room usage, testing schedules, etc.

#### Project Tasks

##### Pre-Inventory

An initial database will be created for Ankeny Community Schools. This includes designing a "Master Catalog" that represents each asset type expected to be found during the field inventory process.

##### Project Kick Off

Asset Services Team Lead will review locations and floor plans for each facility with the Ankeny Community Schools Project Manager, to identify any areas of the facilities that may require special attention. Special instructions and contact information are reviewed (i.e., security policies for access to facilities, testing schedules, etc.).



## Inventory

Asset Services utilizes small, highly trained, and experienced project teams. We believe small project teams provide more consistency in the data collection process, and do not overwhelm students and staff. Inventory teams will work in close proximity to each other and methodically progress through the facilities. The Team Lead will reference floor plans to direct the Field Data Specialists to each inventory area, and track areas that have been completed and/or will need to be revisited. Asset Services understands that accessibility to certain areas may take priority, and the order may be changed to accommodate special needs.

Asset Services Field Data Specialists are very sensitive to students, teachers, and staff, and make every attempt to minimize disruptions.

## Post Inventory

Upon completion of the inventory, the data from the data collection devices are downloaded to the inventory application in Asset Services' servers. Using Asset Services data review application, this data will be reviewed for any anomalies such as duplicate or missing data. This data will then be used for post processing and report generation.

## Asset Valuation

Asset Services performs asset valuations based on the list of assets created from the physical inventory. To determine replacement cost, a number of sources are utilized including equipment distributors, IT distributors, furniture distributors, and manufacturers from across the U.S. Also, a number of other sources are researched including equipment catalogs, internet sources, and data gathered from previous clients. With all of these sources, Asset Services maintains a comprehensive database of values. This database is continuously updated in order to remain current.

## Data Reconciliation

Asset Services will perform a data reconciliation, where the physical inventory data will be reconciled against Ankeny Community Schools' current asset inventory listing. Data Reconciliation is an automated process where items are matched by a unique identifier. The first step is to match items by the existing asset tag number. If a match is not successful, the second matching criteria used, is the item's serial number. For the data reconciliation to be successful, Ankeny Community Schools' asset ledger must have separate columns for current property tag number and serial number.

**It should be noted that the accuracy of the reconciliation is dependent on the condition of the current asset ledger. Also, serial number matching is not always accurate due to formatting such as dots, dashes, spaces, leading zeroes, etc.**

## Project Schedule

The estimated project time for the physical inventory is 7-9 weeks. Upon completion of the on-site inventory, Ankeny Community Schools will be provided with complete reports and data. The inventory listing should be provided approximately 15 business days from the completion of the physical inventory. If a valuation is included in the project scope, the final reports should be provided within 20 business days from the completion of the physical inventory.

The projected start date for the physical inventory is Fall 2022.

## Personnel

Due to the sensitive nature of educational organizations, Asset Services uses full-time employees to perform asset inventories. Asset Services is very committed to the privacy of our stakeholders, which include our employees, clients, and client stakeholders. All employees of Asset Services have successfully passed stringent nationwide criminal background checks, occupational screening, and national sex offender registry searches.

Resumes of personnel who may be slated to be assigned to this project are located in Appendix A of this document.

## **Project Management**

### **Asset Services, Inc.**

Amanda Timmerman

816.550.3274

Amanda.Timmerman@AssetServices.com

### **Ankeny Community Schools**

Jennifer Jamison

515.289.3977

jennifer.jamison@ankenyschools.org

## **Project Management and Quality Assurance**

The following discusses Asset Services' QA process and daily status communications with Ankeny Community Schools Project Manager.

### **Validation and Quality Control Process**

The validation and QA process begins in the field by using standardized classifications and description codes to maximize efficiency and accuracy, reducing input errors.

Data from handheld Personal Data Collection Terminals (PDT's) is transmitted to Asset Services cloud based servers for data redundancy and additional validation and QA including:

- duplicate tag entries
- location validation
- descriptions validation
- valid tag and serial scans.

Data is also visibly inspected for consistency of descriptions and any additional anomalies.

Additional descriptive data is normalized by a 7-step process:

1. Validate tag numbers by identifying number sequence normalities, and also checking for any invalid characters.
2. Checking department names and comparing them to applicable data, such as location within the site.
3. Checking room numbers by validating proper sequence and proper department location.
4. Check manufacturer's names for likeness and spelling.
5. Check model numbers and names for likeness and spelling.
6. Compare serial numbers with manufacturer names and model numbers.
7. Check any comments entered by the Field Data Specialists. This could be any additional information that the Field Data Specialist determines may be beneficial.

### **Problem Notification Procedures**

Asset Services believes an open line of communication with its clients is a vital component of any project. Instant identification and resolution of any issue is paramount in completing a successful inventory and reconciliation. If an issue requires resolution immediately, Asset Services' Project Manager will contact Ankeny Community Schools' Project Manager immediately to resolve the issue. If the issue is not pressing, Asset Services' Project Manager will communicate with the Ankeny Community Schools Project Manager on a daily basis and present Ankeny Community Schools with a status to include completed/inventoried locations as well as any issues that may require resolution.

## 9. Deliverables

Upon completion of the project, Ankeny Community Schools will be provided with the following:

- Inventory data in electronic file compatible for upload into eFinance Plus.
- Inventory data, by location, in .pdf format (electronic and hard copy).
- Replacement cost for each inventoried item.
- The following reconciliation reports derived from a data reconciliation of physical inventory to current asset listings and databases:
  - Not inventoriable assets: items on the current asset ledger which do not fall under the scope of inventoried items (i.e., buildings, infrastructure, leasehold improvements, software, etc.).
  - Matched Items: Physically inventoried assets that match directly to items on the current asset listing.
  - Unmatched ledger Items (Deletions): Items on the current asset listing that were not located during the physical inventory.
  - Unmatched Physical Items (Additions): Items identified during the physical inventory that are not identified on the current asset listing.

## 10. Why Asset Services

Asset Services' greatest asset is our inventory personnel. By focusing almost exclusively on school inventories, our Field Data Specialists bring experience and professionalism to each project that is unparalleled. Asset Services has been providing fixed asset inventory solutions for School Districts, Colleges, and other educational institutions for 30 years.

Asset Services Field Data Specialists are highly sensitive to the concerns of educational administrators, teachers, and students. Asset Services takes pride in our ability to perform an inventory with no disruption to the educational process.

Our teams are experienced and trained in the identification of assets and equipment in educational environments including IT assets, laboratory equipment, vocational agriculture equipment, and standard office equipment and furniture, and maintenance equipment.

Asset Services' inventory teams move efficiently through schools and apply a property tag to each asset that meets the individual project scope. Information such as building, room, item description, manufacturer, model, and serial number will be recorded using state-of-the-art barcode data collection terminals.

The information recorded during the physical inventory is compiled into an accurate and comprehensive inventory report.

## 11. Acceptance of Proposal

Signature of this document authorizes Asset Services, Inc. to perform the above-described activities for Ankeny Community School District.

Any estimates, written or oral, given before this agreement are null and void.

Pricing in this document is valid and binding specific to this document for a period of 2 months from the proposal date or until project completion as agreed by both parties.

Asset Services, Inc.

Ankeny Community School District

By: \_\_\_\_\_  
Authorized Signature

By: \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print or type name

\_\_\_\_\_  
Print or type name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

<i>Shipping address for hardcopy deliverables</i>	<i>Purchase Order (if required) Billing address for invoices</i>
Organization / Company	Organization / Company
Name	Name
Department	Department
Physical Address (No PO Boxes)	Mailing Address
Physical Address 2	Mailing Address 2
City, State, Zip	City, State, Zip
Phone	Phone

**Appendix B – Included Asset Classes**

The following are typical asset classes captured in an MEP equipment inventory

Type	Category
Access Controls	BURGLAR ALARM
Access Controls	DOOR ALARM
Access Controls	SECURITY (E.G. LOCALIZED AND BUILDING-WIDE SECURITY SYSTEMS)
Electrical	LINE ISOLATION MONITOR
Electrical	UPS (non SEPSS) SYSTEM
Electrical	VARIABLE FREQUENCY DRIVE
Elevator	ELEVATOR
HVAC/Mech	AIR CLEANER
HVAC/Mech	AIR COMPRESSOR
HVAC/Mech	AIR CONDITIONER
HVAC/Mech	AIR CURTAIN
HVAC/Mech	AIR DRYER REFRIGERATED
HVAC/Mech	AIR FILTRATION UNIT
HVAC/Mech	AIR HANDLER
HVAC/Mech	AIR TERMINAL UNIT
HVAC/Mech	BOILER
HVAC/Mech	CHILLER
HVAC/Mech	CONDENSING UNIT
HVAC/Mech	CONVECTION/INDUCTION UNIT
HVAC/Mech	CONVEYOR DISH
HVAC/Mech	COOLING TOWER
HVAC/Mech	DEAERATOR
HVAC/Mech	DEHUMIDIFIER
HVAC/Mech	DX UNIT
HVAC/Mech	ENERGY RECOVERY UNIT
HVAC/Mech	EVAPORATIVE COOLER
HVAC/Mech	EXHAUST FAN
HVAC/Mech	EXHAUST FAN BUILDING ISOLATION
HVAC/Mech	EXHAUST LOUVERS
HVAC/Mech	EXHAUST UNIT ISOLATION PORTABLE
HVAC/Mech	FEEDWATER TANK
HVAC/Mech	FLUID COOLER FOR IMAGING EQUIPMENT
HVAC/Mech	FUME HOOD
HVAC/Mech	FURNACE
HVAC/Mech	HEAT BOOSTER

Type	Category
HVAC/Mech	HEAT EXCHANGER
HVAC/Mech	HEAT PUMP
HVAC/Mech	HEATER
HVAC/Mech	HOOD EXHAUST
HVAC/Mech	HUMDIFIER
HVAC/Mech	HVAC & EXHAUST UNIT
HVAC/Mech	INDUCTION UNIT
HVAC/Mech	LAMINAR FLOW GLOVEBOX ISOLATOR
HVAC/Mech	LAMINAR FLOW HOOD (OPEN-FACE)
HVAC/Mech	PACKAGE UNIT
HVAC/Mech	PUMP
HVAC/Mech	RANGE HOOD CLEANING
HVAC/Mech	RETURN AIR
HVAC/Mech	STEAM TRAP
HVAC/Mech	TANK DEAERATOR (INACTIVE)
HVAC/Mech	THRU THE WALL UNIT
HVAC/Mech	WATER HEATER
HVAC/Mech	WATER SOFTENER
HVAC/Mech	WATER TREATMENT
LSAF - Life Safety	BACKFLOW PREVENTER
LSAF - Life Safety	FIRE ALARM SYSTEM
LSAF - Life Safety	FIRE EXTINGUISHING HOOD SYSTEMS
LSAF - Life Safety	FIRE PUMP
LSAF - Life Safety	FIRE SPRINKLER SYSTEM
LSAF - Life Safety	FUEL PUMP (Emergency Generator)
LSAF - Life Safety	GAS BASED FIRE SUPPRESSION SYSTEMS
LSAF - Life Safety	SMOKE CONTROL SYSTEMS
Plumbing	BACKFLOW PREVENTER
Plumbing	DOMESTIC WATER STORAGE TANK
Plumbing	PUMP
Plumbing	SEWAGE EJECTOR SUMP TYPE
Plumbing	TANK
PPE	EMERGENCY EYE WASH
PPE	EMERGENCY SHOWERS
Refrigeration	COOLER NON-DIETARY
Refrigeration	DRINKING FOUNTAIN
Refrigeration	EVAPORATOR

Type	Category
Refrigeration	FREEZER
Refrigeration	ICE MACHINE
Refrigeration	REFRIGERATOR
Refrigeration	WALK-IN

Prepared By: Lauren Myers  
 Customer Name: Ankeny Community School District  
 Contract Term: 12 Months  
 Start Date: 1-JUL-2022  
 End Date: 30-JUN-2023  
 Billing Frequency: Annually

Customer Contact: Trent Murphy  
 Title: Board President  
 Address: 306 SW School St  
 City: Ankeny  
 State/Province: Iowa  
 Zip Code: 50021  
 Phone #: (515) 965-9600

Product Description	Quantity	Unit	Extended Price
<b>Initial Term 1-JUL-2022 - 30-JUN-2023</b>			
<b>License and Subscription Fees</b>			
Unified Admin eFP Customization Maintenance & Support	1.00	Hours	USD 0.00
Unified Admin eFP Custom Development M&S	1.00	Hour	USD 1,860.24
Unified Admin eFP Customization Maintenance & Support	1.00	Hours	USD 154.44
Unified Admin eFP Customization Maintenance & Support	1.00	Hours	USD 412.99
Unified Admin eFP Customization Maintenance & Support	1.00	Hours	USD 231.68

License and Subscription Totals: **USD 2,659.35**

**Quote Total**

<b>Initial Term</b>	<b>1-JUL-2022 - 30-JUN-2023</b>
<b>Payment Total</b>	<b>USD 2,659.35</b>

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at [https://www.powerschool.com/MSA\\_Feb2022/](https://www.powerschool.com/MSA_Feb2022/), as may be amended.



THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Ankeny Community School District

Signature:

Signature:



Printed Name: Eric Shander

Printed Name:

Title: Chief Financial Officer

Title:

Date: 13-APR-2022

Date:

PO Number: \_\_\_\_\_

Prepared By: Lauren Myers  
 Customer Name: Ankeny Community School District  
 Contract Term: 12 Months  
 Start Date: 22-JUL-2022  
 End Date: 21-JUL-2023  
 Billing Frequency: Annually

Customer Contact: Trent Murphy  
 Title: Board President  
 Address: 306 SW School St  
 City: Ankeny  
 State/Province: Iowa  
 Zip Code: 50021  
 Phone #: (515) 965-9600

Product Description	Quantity	Unit	Extended Price
<b>Initial Term 22-JUL-2022 - 21-JUL-2023</b>			
<b>License and Subscription Fees</b>			
Unified Admin eFP Custom Development M&S	1.00	Hour	USD 687.96
License and Subscription Totals:			<b>USD 687.96</b>

<b>Quote Total</b>	
<b>Initial Term</b>	<b>22-JUL-2022 - 21-JUL-2023</b>
<b>Payment Total</b>	<b>USD 687.96</b>

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at [https://www.powerschool.com/MSA\\_Feb2022/](https://www.powerschool.com/MSA_Feb2022/), as may be amended.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Ankeny Community School District

Signature:

Signature:

A handwritten signature in black ink, appearing to read "Eric Shander". The signature is written in a cursive style with a large initial "E".

Printed Name: Eric Shander

Printed Name:

Title: Chief Financial Officer

Title:

Date: 13-APR-2022

Date:

PO Number: \_\_\_\_\_

**MasterCard Smart Data  
Enrollment Form and Agreement**

**AGREEMENT** made this 19th day of June, 2022 by and between Ankeny Community School District, a school ("Business") and **FIRST INTERSTATE BANK**, a Montana state chartered banking corporation ("Bank").

**RECITALS**

- A. Business has a FirstRewards World Mastercard® for Business credit card account (the "Account").
- B. Bank offers a web-based accounting tool for organizing, consolidating, analyzing and managing financial data relating to credit card accounts (the "Smart Data Services.").
- C. Business desires to use the Smart Data Service for its Account.

**NOW, THEREFORE**, the parties agree as follows:

1. **Recitals.** The foregoing Recitals are true and correct and by this reference are incorporated into the terms and conditions of the Agreement.
2. **Terminology.** For purposes of this Account Agreement the Business that is the account holder is referred to "Account Holder" or "you" the Account Holder and all persons to whom the Account Holder directs us to issue a Credit Card are collectively referred to as "Cardholder," and First Interstate Bank is referred to as "Bank." "Issuer." "us." or "we". The term "Credit Card" shall refer to all credit cards issued to or at the direction of the Account Holder relating to your Account. The term "Authorized Principal" means the owner or officer of the Account Holder with authority to bind the Account Holder.
3. **Business Account Administrators.** You can identify individuals who will serve as your Business Account Administrators for purposes of utilizing the Smart Data Services ("Smart Data Account Administrators"). You agree to use prudence in appointing Smart Data Account Administrators for your Account and all Smart Data Account Administrators shall use prudence in accessing the Account, using the Services, and selecting others who may access the Smart Data Services and the Account. You will have total responsibility for supervising and maintaining control over the Smart Data Account Administrators and their authority. You must promptly notify us of changes in Smart Data Account Administrators. You hereby indemnify and hold us harmless from and against all claims, demands, causes of action, judgments, costs, liabilities, losses and damages; arising from the actions or misuse of the Credit Card, the Account, or Smart Data Services by a Smart Data Account Administrator or others who may have access to the Smart Data Services and the Account. All communication from a Smart Data Account Administrator via email, in writing or over the telephone may be relied upon by us. To the extent that we receive conflicting instructions from more than one Smart Data Account Administrator, we may rely upon the instructions of any Smart Data Account Administrator.

4. **Smart Data Services.** Bank shall provide you with the Smart Data Services. Smart Data Services consist of a web-based reporting tool that allows Smart Data Account Administrators, as specified by you, to organize, consolidate, analyze and manage financial data relating to your Account and Credit Card transactions through a secure online system using a User ID and Initial Password (“Access Credentials”) unique to the Smart Data Service. You acknowledge that there is a \$50.00 ongoing monthly fee for Smart Data Services. You will pay us a monthly fee as set forth in our most current Fee Schedule, as may be changed or established from time to time. The current Fee Schedule for Smart Data Services is provided below. If you use the Smart Data Services after receiving notice of a change in the monthly fee, you will be deemed to have agreed to the new monthly fee. If you are dissatisfied with a new monthly fee, you agree to notify us in writing that you no longer desire to receive the Smart Data Services. The monthly fee associated with Smart Data Services shall be charged to your Account.

**Fee Schedule**

Initial Setup Fee:	\$100.00	N/A
Monthly Fee:	\$ 50.00	\$50.00
Onsite Training:	\$200.00 per day plus travel expenses	N/A
Online Webinar Training: (1 hour)	\$ 50.00	N/A
Major Account Maintenance:	Call for pricing	N/A

5. **Access Credentials.** Access Credentials and instruction(s) for the use of Smart Data Services are confidential. You are responsible for the security of such information and any transactions authorized using the Access Credentials. Unique Access Credentials shall be assigned to each Smart Data Account Administrator accessing any of the Smart Data Services and Access Credentials should be changed by you when an individual is no longer a Smart Data Account Administrator or there is reason to believe that Access Credentials have been compromised. You assume all risk of accidental or inadvertent use of Access Credentials or instructions for use of the Smart Data Services by any person whatsoever, whether or not such disclosure or risk is the result, in whole or in part, of your negligence. We are not liable for any claims, demands, cause of action, judgments, costs, liabilities, losses and damages (“Losses”) caused by the improper or negligent maintenance of secure information or the actions of a third party as a result of unauthorized use of Access Credentials. We are entitled to act upon instructions received through the Smart Data Service under the applicable Access Credentials without inquiring into the identity of the person using the Access Credentials or the validity of the transaction. We may deny access to Smart Data Services without prior notice if we are unable to confirm to our satisfaction any person’s authority to access the Smart Data Services or if we believe such action is necessary for security or any other reason.

6. **Security and Indemnification.** You will be responsible for implementing and maintaining commercially reasonable in-house security measures and methods for the prevention and detection of fraud, and shall abide by all security related requirements established by us from time to time. We are not responsible for any Losses caused by the actions of Smart Data Account Administrators and other users for whom you, your Authorized Principal, or a Smart Data Account Administrator authorizes use of the Smart Data Service. You hereby indemnify and hold us harmless from and against all Losses arising from the actions of the Smart Data Account Administrators and other users for whom you, your Authorized Principal, or a Smart Data Account Administrator authorizes access to the Smart Data Services, and for honoring or allowing any actions or transactions where the proper Access Credentials are utilized. The Smart Data Services feature Internet-based or Internet-accessible applications or features. For such services, communications of any type between you and us travels over the Internet, which is an open communication network not within our control. You understand and agree that we cannot and do not provide any assurance that communications in connection with use of the Smart Data Service will not be intercepted, corrupted, disclosed or misused by third persons. You accept Smart Data Services on this basis and acknowledge that we have no liability for any interception, corruption, disclosure, misuse or similar event involving any communication in connection with the Smart Data Services unless attributable solely to our gross negligence or willful misconduct.
7. **Availability of Smart Data Services.** We will make all reasonable efforts to ensure the availability of the Smart Data Services, but we make no representations or warranties that the Smart Data Services will be continuously available.
8. **Modifications.** We may change and update operating procedures and terms and conditions for us of the Smart Data Services upon providing notice to you. Your continued use of Smart Data Services constitutes your acceptance of such modifications.
9. **Disclaimer of Warranties.** YOU AGREE THAT YOUR USE OF THE SMART DATA SERVICES IS AT YOUR OWN RISK. EXCEPT AS OTHERWISE SPECIFICALLY PROVIDED IN THIS CARDHOLDER AGREEMENT, WE MAKE NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED WITH RESPECT TO THE SERVICES, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PUPOSE AND NONINFRINGEMENT. WE SHALL NOT BE RESPONSIBLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGE ARISING DIRECTLY OR INDIRECTLY FROM FURNISHING THE SMART DATA SERVICES.

**10. Smart Data Account Administrators.**

**Smart Data Account Administrator Responsibilities Include:**

- Defining company purchasing card process and procedures
- Creating and sharing polices with Authorized Users
- Maintaining the custom reporting cycles
- Maintaining organizational and reporting structure changes
- Updating cost allocation fields
- Providing Smart Data System training to Authorized Users (if applicable)
- Assisting Authorized Users with day to day maintenance and passwords
- Maintaining e-mail notifications

**Smart Data Account Administrator #1**

Name:

Phone Number:

Authorized Transmitting E-mail Address:

**Smart Data Administrator #2 (if any)**

Name:

Phone Number:

Authorized Transmitting E-mail Address:

The undersigned (the "Authorized Principal," whether one or more) is an authorized owner or officer of the Business identified above. Authorized Principal, and the Business through Authorized Principal, hereby certify that Authorized Principal is authorized pursuant to Business action to bind the Business and designate who may serve as a Smart Data Account Administrator, upon whom First Interstate Bank may rely when receiving instruction.

Ankeny Community School District  
**Business Name**

**Authorized Principal Name (Print)**

**Title**

---

**Authorized Principal Signature**

**Date**

## SCHOOL YEAR 2021-22 DISTRICT ACCESS AUTHORIZATION FORM

This form is used to authorize District access to (a) MyAP, which provides access to information in AP Classroom, Pre-AP Classroom, and AP Registration and Ordering (“APRO”) and/or (b) AP Score Reports for Educators. Through AP Classroom and Pre-AP Classroom, the District can view school level, section level, and student level information and performance results. Through APRO, the District can view student, section, course, and school level AP Exam registration and ordering statuses for the May 2022 AP Exam administration, and can configure district-level payment arrangements for AP Exams. Through AP Score Reports for Educators, the District can view student, section, course, school, and aggregated district level AP Exam score data. This access offers a single view of all schools in the entire District, with the ability to view the data within a school as high-level or as granular as the user wants to make it.

Users who are authorized to have access to MyAP will also have access to AP Score Reports for Educators. Users seeking access only to AP Score Reports for Educators should proceed to the appropriate section at the end of this form.

College Board takes its privacy obligations seriously. MyAP contains teacher and student personally identifying information (“PII”), including performance data (collectively, “AP Data”).

Therefore, before College Board can provide this District any access, the District is required to **obtain consent from each school in its District that offers AP to its students** (each an “AP School”), in order to allow College Board to provide the school’s AP Data to the District (“School Consent”).

This form is also used to allow District to designate individuals who are authorized to select its preferred financial arrangement and commit District with respect to AP Exam payments. For example, District can choose to cover the entire cost of AP Exams for all schools in its District or District can chose to pay a portion of the AP Exam cost for schools in its District, thereby reducing the cost to those schools accordingly. District will receive an invoice based on its selection.

[Signature Page to Follow]



**By signing below, you represent, on behalf of the District indicated below, that you have the authority to enter the District into this agreement and that the District has obtained School Consent from all AP Schools in said District.**

District Name: \_\_\_\_\_  
District State: \_\_\_\_\_  
District Street Address: \_\_\_\_\_

Printed Name: Ryan weldon \_\_\_\_\_  
Title: Board President \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Email Address: erick.pruitt@ankenyschools.org

**You represent that the name you indicate below is authorized by the District to access the AP Data (the “Authorized District User”). If you are naming yourself, repeat the information you listed above. If you are naming more than one Authorized District User, indicate this information for each individual.**

**You further represent that you or another appropriate District representative will promptly notify College Board if any Authorized District User ceases employment with the District, changes, or is otherwise no longer authorized to access the AP Data on behalf of the District.**

Total Number of Authorized District Users: \_\_\_\_\_

Name(s) and Email Address(es)\* of each Authorized District User (enter NA for name and email fields not needed):

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

**The Authorized District User(s) named above also have access to AP Score Reports for Educators for AP Exam scores for students and schools in their district. These reports include score data at the individual student, section, and subject, school, and district aggregation levels. This access offers a single view of all schools in the entire District, with the ability to view the data within a school as high-level or as granular as the user wants to make it.**

**AP Score Reports for Educators Access Only**

**If any staff should have access only to AP Score Reports for Educators for AP Exam scores, indicate the names and email addresses of these additional staff below.**

Name(s) and Email Address(es)\* of each **Score Reporting Only** user (enter NA for name and email fields not needed):

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

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

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

The AP Program uses email for official communications with district officials. By providing your email address and the email addresses of the above designated Authorized District Users, you acknowledge and agree that these officials may receive emails from the College Board related to the AP Program.

To ensure that College Board emails make it to your inbox, please add [collegeboard@e.collegeboard.org](mailto:collegeboard@e.collegeboard.org) to your address book.

**Authorization to Manage District Financial Arrangements**

**You represent that the following individuals have authority to bind District with respect to AP Exam payments for District and that the below listed individuals have the ability to commit District to pay for any portion or all of the District’s AP Exam fees.**

**You further represent that you or another appropriate District representative will promptly notify College Board if any of the below listed individuals cease employment with the District or are no longer authorized to bind District.**

Total Number of **Individuals Authorized to Bind District:** \_\_\_\_\_

Name(s) and Email Address(es)\* of each Individual with Authority to Bind District (enter NA for name and email fields not needed):

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

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

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

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

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

**\* Please note, the email provided must match the email that the individual used to set up their College Board Educator account.**



**EFR EMPLOYEE & FAMILY RESOURCES**

**CONTRACTUAL AGREEMENT  
FOR  
EMPLOYEE ASSISTANCE PROGRAM**

**THIS AGREEMENT** for Employee Assistance Program (EAP) Services (hereafter "Agreement") is made by and between **Ankeny Community School District** (hereafter "Company") and **Employee & Family Resources, Inc.** (hereafter "EFR").

**FOR CONSIDERATION** of the mutual promises and covenants contained in this Agreement, Company and EFR agree as follows:

1. **General.** The purpose of this Agreement is to provide a company sponsored benefit that helps employees prevent or manage personal problems that can negatively impact their quality of life and workplace productivity. Company seeks to: 1) promote the health and wellbeing of its workforce; 2) retain valued employees; and 3) maintain a productive and efficient work environment.
2. **Covered Persons.** Unless otherwise stated, services provided by EFR pursuant to this Agreement are limited to Company employees and their family members (collectively "Covered Persons"). For purposes of this Agreement, "family member" means a person who is related to the employee by marriage: spouse, (including significant other cohabitant), blood, or adoption and who either lives with the employee or is a minor subject to the employee's legal custody.
3. **Term.** This Agreement shall be effective on **July 1, 2022** (hereafter "Effective Date") and shall remain in effect until **June 30, 2023**. Thereafter, it shall be renewed for successive one- year periods unless either party gives a written termination notice to the other party at least thirty (30) days prior to the anniversary of the Effective Date.
4. **Compensation and Payment.** EFR shall be paid in advance, at the following applicable rates:

**EAP services for Covered Persons: \$16.00 per person per year.**

- A. **Census confirmation.** Company confirms the first year census of **2262 full-time** and part-time employees. Company agrees to provide the most current census annually sixty (60) days prior to the anniversary date and, upon request, agrees to provide EFR-approved documentation (e.g. current payroll report) to substantiate Company census.
- B. **Rate guarantee.** Rate is guaranteed for the duration of this initial Agreement term and in one year increments thereafter.
- C. **Rate changes.** If there is a change in any of the applicable Annual Rates after the initial Agreement term, EFR shall give written notice to the Company at least forty-five (45) days prior to the change.

5. **Manner of Payment of Service Fee.** EFR shall be paid the Service Fee, in advance, on an annual basis as agreed upon by Company and EFR and as outlined in Appendix B.
6. **Services Provided.** EFR agrees to provide the following services to Covered Persons at no charge to the Covered Persons:
  - A. **Program / Benefit Orientation / Training and Materials.**
    - a. **Employee and Supervisory Orientation.** Employee and supervisor orientation sessions to explain effective use of the benefit will be delivered in-person or via live and recorded webinars, PowerPoint presentations, or teleconference sessions.
    - b. **Promotional Materials.** Information, materials and templates describing and promoting EFR services, including, but not necessarily limited to: posters, wallet cards, and brochures.
    - c. **Monthly Newsletter.** Employee newsletter, "Real Life Solutions" and a quarterly management newsletter "Workplace Solutions" with topical articles and information will be delivered electronically on a monthly/quarterly basis to the designated Company person(s) for distribution.
  - B. **24-Hour, 365 Day Nationwide Telephone Service.** Access for Covered Persons to an EFR counselor via EFR's toll-free telephone number twenty-four (24) hours a day, seven (7) days a week.
  - C. **In-Person Assessment, Referral and Short-term Counseling.** For each separate issue, up to six (6) sessions of in-person assessment, referral and/or short-term counseling to be provided.
  - D. **Telephonic Life Coaching Sessions.** A covered person is eligible for up to six (6) life coaching sessions per contract year for issues such as improving time and/or stress management skills, work-life integration and personal growth. Health related topics and smoking cessation services are specifically excluded from life coaching.
  - E. **Work/Life Services.** For each separate issue, consultations include:
    - a. telephonic or in-person legal consultation with an EFR network attorney,
    - b. telephonic financial consultation with an EFR network financial provider,
    - c. telephonic eldercare resource referral with an EFR network eldercare provider,
    - d. telephonic childcare resource referral with an EFR network childcare provider, where available, and
    - e. telephonic ID theft resolution with an EFR network ID theft resolution counselor.
  - F. **EAP Website Access.** All Covered Persons have access to EFR's EAP website resources ([www.efr.org](http://www.efr.org)).

**G. Management Consultation.** On-going telephonic consultation with Company managers, supervisors, and human resources staff regarding intervention with troubled employees, crisis response, and the management referral process.

**H. Crisis Response Services.** Upon the request of Company managers, EFR will provide on-site group debriefings in the event of critical incidents that impact the workplace, including employee or family deaths, serious injuries, natural disasters, workplace changes, or similar traumatic events.

**I. Monthly Motivators/Quarterly Campaigns.** EFR will provide, in electronic format, Monthly Motivators and Quarterly campaigns.

**J. Culture Audit.** Assessment tool to identify Company's unique needs and create strategy to advance a culture of wellness.

**7. Professional Qualifications of Staff.** All assessment counselors, including affiliate providers, shall hold a Master's degree in a human service field, including but not limited to social work, mental health counseling, psychology, or marriage and family counseling.

Special circumstances (e.g., geographical limitations) may at times warrant the use of staff that hold a Bachelor's degree and not a Master's degree; all such situations shall be carefully evaluated and the decision to proceed made with the client's best interest in mind. All providers shall be degreed and hold appropriate licensure and certification in their field of health, nutrition, coaching, mental health counseling, law or finance.

EFR shall certify to Company that all of its employees, contractors, agents, vendors, and/or assigns present on Company property have successfully passed industry standard background check(s) and have been cleared as not listed on any and all Sex Offender Registries applicable to the State of Iowa.

**8. Assessment, Referral, and Short-Term Counseling.** The assessment, referral and/or short-term counseling service referred to in Paragraph 6 is limited to:

- a. necessary consultation required to assess the probable cause of perceived difficulties;
- b. referral to professional service(s) qualified to provide treatment or long-term counseling for the probable cause identified;
- c. short-term counseling in such cases where EFR staff is professionally qualified, and referral for long-term counseling is not clinically indicated; and
- d. follow-up for Covered Persons who use these services.

Company acknowledges that EFR identifies the probable cause of perceived difficulties and provides referral and/or short-term counseling services. EFR does not provide actual care or long-term treatment under this Agreement. If care or treatment is required, the individual Covered Person will be responsible for obtaining and paying for such care and treatment. Although EFR will refer Covered Persons to professional services deemed appropriate by EFR, EFR in no way warrants the effectiveness of any such care or treatment and shall have no liability whatsoever with respect to any such care or treatment.

- 9. Additional Workplace Services.** In addition to those specific services referred to in Paragraph 6 above, the Company may agree to contract with EFR for additional services as shall be made available by EFR. These services and the corresponding Service Fee for these services will be requested and approved by Company in advance. This could include onsite Workplace Trainings/Seminars/Education.
- 10. Maximum Number of Sessions.** The maximum number of in-person counseling sessions that Covered Persons may receive for each separate cause of difficulties (hereafter "Maximum Number"), and not for each separate consequence arising from the same cause, is shown in Paragraph 6. The Maximum Number of sessions applies to each cause of difficulties and not each family member. Thus, each Covered Person within the same family may not receive the Maximum Number of sessions for each cause of difficulties. Instead, all Covered Persons within the same family together may receive the Maximum Number of sessions for each separate cause of difficulties. The number of sessions actually provided may be less than the Maximum Number if EFR determines in its sole discretion that the Covered Persons' needs for a particular cause of difficulties have been satisfied by fewer.
- 11. Records and Reports.** EFR will maintain, and will require its agents to maintain, appropriate records regarding the services contemplated by this Agreement. Clinical records shall be maintained according to acceptable standards, including case notes on each case, protection from unauthorized access, and informed written consent required prior to release of records except as otherwise permitted under applicable State or Federal law. EFR shall provide Company annual statistical reports summarizing usage of EAP services. These reports are subject to the confidentiality provisions of Paragraph 13 below and will not list the names of persons using EAP services.
- 12. Independent Contractor Status.** The parties to this Agreement intend that the relationship created by this Agreement is that of an independent contractor. No agent or employee of EFR shall be deemed to be an employee or agent of Company. The provisions of this Agreement shall not be deemed to create any partnership, joint venture, or agency relationship between the parties. Neither party has any power or authority to act on behalf of, represent, or bind the other party, except as specifically set forth in this Agreement.
- 13. Confidentiality.** The parties understand and agree that the counselor-client relationships entered into as a result of this Agreement (including, without limitation, any evaluation, referral, and case management) are to be strictly confidential in accordance with all applicable Federal and State laws, including but not limited to the Health Insurance Portability and Accountability Act of 1996, as amended, and the rules and regulations promulgated thereunder. Company shall not request from EFR any information that would violate a Covered Person's constitutional rights, right of privacy of any counselor-client relationship, nor shall EFR give any confidential information to Company, its employees or agents or any third party without the express written approval of the Covered Person involved.
- 14. Non-Disclosure.** EFR acknowledges that, during the course of its performance under this Agreement, EFR may become aware of certain proprietary, confidential, or trade sensitive information regarding Company, its employees, or agents that is not generally known to the public. Such information may include, but not necessarily be limited to: proposed acquisitions, mergers and consolidations; proposed promotions or demotions of employees; patent, copyright and trade mark rights; packaging, pricing and marketing techniques; and other similar information. EFR agrees not to disclose any such information to a third party without the express written approval of Company.

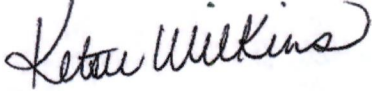
- 15. Insurance and Mutual Indemnification.** EFR agrees to maintain commercially reasonable liability insurance coverage aligned with Company's insurance requirements as outlined in Appendix A and to provide Company with proof of said insurance upon request. EFR shall indemnify and hold Company harmless for any claims that arise from any acts and omissions of EFR under the terms of this Agreement. Company shall indemnify and hold EFR harmless for any claims not directly related to the provision of professional services as herein described, and shall notify EFR immediately upon receipt of any claim or demand which it receives allegedly related to any act or omission of EFR under the terms of this Agreement. In all circumstances where Company and EFR agree to mutually defend against a claim, neither party shall enter into a settlement without prior written approval of the other.
- 16. Subcontractors.** EFR shall use commercially reasonable efforts to assure itself that any subcontractor engaged by EFR to perform any services pursuant to this Agreement shall adhere to all of the terms of this Agreement, including, without limitation, the Paragraphs subtitled Insurance, Confidentiality and Non-disclosure. If a subcontract is entered into with a third party, the subcontract shall include these terms in substantially the same form as they appear in this Agreement.
- 17. Default by EFR.** If EFR fails to perform its obligations under the terms of this Agreement and such failure continues for a period of thirty (30) days after Company gives EFR a written notice stating the manner in which EFR is in non-compliance with this Agreement, Company may terminate this Agreement effective immediately by giving written notice to EFR, which shall be Company's sole remedy in the event of non-performance by EFR. If EFR is unable to perform its obligations under the terms of this Agreement due to acts of God, strike, war, or other similar reasons beyond EFR's control, then EFR's time for performance shall automatically be extended for the same period of time EFR was unable to perform due to the reason beyond EFR's control.
- 18. Non-Payment of Service Fee.** If Company fails to timely pay the Service Fee to EFR, EFR may terminate this Agreement effective immediately by giving written notice to Company or may pursue any other remedy available at law or in equity or by statute. In the event EFR pursues legal action to collect all or any portion of the Service Fee, EFR shall be entitled to recover its collection costs, including, but not limited to, reasonable attorneys' fees.
- 19. Governing Law.** The construction, interpretation and performance of this Agreement shall be governed by the laws of the State of Iowa.
- 20. Notices.** Any notice required or permitted by this Agreement must be given in writing and shall be deemed given and received, if sent by United States Mail, with postage prepaid and addressed to the recipient party at the address set forth in this Agreement, three business days after deposited in the United States Mail. Either party may change its address by giving written notice in accordance with this paragraph.
- 21. Entire Agreement.** This Agreement embodies the entire understanding between the parties with respect to the provision of EAP services. All prior agreements, understandings, representations, and statements, whether oral or written, are merged into this Agreement.
- 22. Modification.** This Agreement may not be modified except by a written instrument signed by the party against whom enforcement of the modification is sought, and then only to the extent set forth in such written instrument.
- 23. Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective successors and assigns.

24. **Headings.** The paragraph headings in this Agreement are for convenience only and shall not be used to limit or otherwise construe the provisions of this Agreement.

**ANKENY COMMUNITY SCHOOL  
DISTRICT  
306 SW School Street  
Ankeny, IA 50021**

**EMPLOYEE & FAMILY  
RESOURCES, INC.  
505 5th Avenue, Suite 600  
Des Moines, IA 50309**

  
\_\_\_\_\_  
(signature)

  
\_\_\_\_\_  
(signature)

Ryan Weldon  
\_\_\_\_\_  
(printed name)

Ketsie Wilkins  
\_\_\_\_\_  
(printed name)

Board President  
\_\_\_\_\_  
(title)

Business Development Director  
\_\_\_\_\_  
(title)

6/20/2022  
\_\_\_\_\_  
(date)

6/08/2022  
\_\_\_\_\_  
(date)





EFR EMPLOYEE & FAMILY RESOURCES

# RENEWAL

PROPOSED FOR **Ankeny Community School District**  
 RENEWAL DATE **7/1/22**  
 NUMBER OF EMPLOYEES **Currently 1,900**  
 CURRENT BENEFIT **6 Session Core**  
 CURRENT INVESTMENT **\$16.00** Per Employee Per Year

<b>Renew at Current Benefit</b>	<input checked="" type="checkbox"/>	Per Employee Per Year
6 Session Core		<b>\$16.00</b>
Number of Employees Upon Renewal		<b>2,262</b>
Investment Upon Renewal		<b>\$36,192.00</b>
<b>Renew with Additional Investment</b>	<input type="checkbox"/>	-- Select Unit Cost --
-- Select Benefit --		
Number of Employees Upon Renewal		
Investment Upon Renewal		
<b>Add Workplace Training to the Annual Contract</b>	<input type="checkbox"/>	In-Person or Virtual \$300/hr*
Indicate number of training hours to be added:	<input type="text"/>	hrs = \$

\*Client is responsible for travel costs incurred by Employee & Family Resources.

<b>Total Investment Upon Renewal</b>	<b>\$36,192.00</b>
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\*Pricing is based on one annual payment for a 12 month contract. Pricing is subject to change if the renewal date or the employee count changes.

*Additional Services are available should you need them throughout the year. Those include Mediation and Leadership Coaching. Please contact your Account Manager for more information.*

SIGNATURE *Ryan Webb* DATE 6/20/2022

Employee & Family Resources | 505 Fifth Ave, Suite 600 | 800.327.4692 | efr.org



**EFR EMPLOYEE & FAMILY RESOURCES**

**CONTRACTUAL AGREEMENT  
FOR  
STUDENT ASSISTANCE PLUS PROGRAM**

**THIS AGREEMENT** for Student Assistance Program (SAP) Services (hereafter Agreement) is made by and between **Ankeny Community School District (School)** and **Employee & Family Resources, Inc. (referred to as "EFR")**.

**FOR CONSIDERATION** of the mutual promises and covenants contained in this Agreement, School and EFR agree as follows:

1. **General.** The purpose of this agreement is to provide a School sponsored benefit that helps students prevent or manage personal problems that can negatively impact their quality of life and school productivity. The School seeks to promote the health and wellbeing of its students and maintain a productive and efficient school environment.
2. **Covered Persons.** Unless otherwise stated, services provided by EFR pursuant to this Agreement are limited to Students and their family members (collectively "**Covered Persons**"). For purposes of this Agreement, "**family member**" means a person who is related to the student by blood or adoption and who lives with the student.
3. **Term.** This Agreement shall be effective on **July 1, 2022** and shall remain in effect until **June 30, 2023**. Thereafter, it shall be renewed for successive one-year periods unless either party gives a written thirty (30) day termination notice to the other party.
4. **Compensation and Payment.** EFR shall be paid in advance, at the following applicable rates:
  - SAP services for Covered Persons:** \$3.50 per student, per year.
  - A. Census confirmation.** School confirms the first year census of **12,512** students. School agrees to provide the most current census annually sixty (60) days prior to the anniversary date and, upon request, agrees to provide EFR-approved documentation (e.g. current enrollment counts) to substantiate School census.
  - B. Rate guarantee.** Rate is guaranteed for the duration of this initial contract term and in one year increments thereafter.
  - C. Rate changes.** If there is a change in any of the applicable Annual Rates after the initial contract term, EFR shall give written notice to the School at least forty-five (45) days prior to the change.

5. **Manner of Payment of Service Fee.** EFR shall be paid the Service Fee, in advance, on an annual basis as agreed upon by School and EFR.

6. **Services Provided.** EFR agrees to provide the following services to Covered Persons:

**A. Program / Benefit Orientation / Training and Materials.**

a. Orientation. Orientation sessions to explain effective use of SAP services and benefits will be delivered in-person or via live and recorded webinars, PowerPoint presentations, or teleconference sessions.

b. Promotional Materials. Information, materials and templates describing and promoting EFR services, including, but not necessarily limited to: posters, wallet cards, and brochures.

**B. 24-Hour, 365 Day Nationwide Telephone Service.** Access for Covered Persons to an EFR counselor via EFR's toll-free telephone number twenty-four (24) hours a day, seven (7) days a week.

**C. In-Person Assessment, Referral and Short-term Counseling.** For each separate issue, up to **six (6)** sessions of in-person assessment, referral and/or short-term counseling to be provided at no charge to the Covered Persons.

**D. Administrative Consultation.** On-going consultation with School administrators, counselors, teachers, and nurses staff regarding intervention with troubled students concerns and effective use of SAP services including the student administrative referral process.

**E. Website Access.** All covered persons have access to EFR's website resources ([www.efr.org](http://www.efr.org)).

7. **Professional Qualifications of Staff.** All assessment counselors, including affiliate providers, shall hold a Master's degree in a human service field, including but not limited to social work, mental health counseling, psychology, or marriage and family counseling.

Special circumstances (e.g., geographical limitations) may at times warrant the use of staff that hold a Bachelor's degree and not a Master's degree; all such situations shall be carefully evaluated and the decision to proceed made with the client's best interest in mind. All coaches and facilitators shall be degreed and hold appropriate licensure and certification in their field of health, nutrition, coaching or mental health counseling.

EFR shall certify to Company that all of its employees, contractors, agents, vendors, and/or assigns present on Company property have successfully passed industry standard background check(s) and have been cleared as not listed on any and all Sex Offender Registries applicable to the State of Iowa.

8. **Assessment, Referral, and Short-Term Counseling.** The assessment, referral and/or short-term counseling service referred to in Paragraph 6 is limited to:

**A.** necessary consultation required to assess the probable cause of perceived difficulties;

**B.** referral to professional service(s) qualified to provide treatment or long-term counseling for the probable cause identified;

- C. short-term counseling in such cases where EFR staff is professionally qualified, and referral for long-term counseling is not clinically indicated; and
- D. follow-up for Covered Persons who use these services.

School acknowledges that EFR identifies the probable cause of perceived difficulties and provides referral and/or short-term counseling services. EFR does not provide actual care or long-term treatment. If care or treatment is required, the individual Covered Person will be responsible for obtaining and paying for such care and treatment. Although EFR will refer Covered Persons to professional services deemed appropriate by EFR, EFR in no way warrants the effectiveness of any such care or treatment and shall have no liability whatsoever with respect to any such care or treatment.

- 9. **Additional Workplace Services.** In addition to those specific services referred to in Paragraph 6 above, the Company agrees to contract with EFR for On-site Counseling services made available by EFR. Company will pay a total annual fee of \$40,000 to cover the cost of four (4) days of counseling services provided by EFR each week of the 2022-2023 academic year on Company property at location(s) identified by Company. The Company will provide appropriate counseling space and appointment scheduling for Covered Persons
- 10. **Maximum Number of Sessions.** The maximum number of in-person counseling sessions that Covered Persons may receive for each separate cause of difficulties (the “**Maximum Number**”), and not for each separate consequence arising from the same cause, is shown in Paragraph 6. The Maximum Number of sessions applies to each cause of difficulties and not each family member. Thus, each Covered Person within the same family may not receive the Maximum Number of sessions for each cause of difficulties. Instead, all Covered Persons within the same family together may receive the Maximum Number of sessions for each separate cause of difficulties. The number of sessions actually provided may be less than the Maximum Number if EFR determines in its sole discretion that the Covered Persons’ needs for a particular cause of difficulties have been satisfied by fewer.
- 11. **Records and Reports.** EFR will maintain, and will require its agents to maintain, appropriate records regarding the services contemplated by this Agreement. Clinical records shall be maintained according to acceptable standards, including case notes on each case, protection from unauthorized access, and informed written consent required prior to release of records except as otherwise permitted under applicable State or Federal law. EFR shall provide School annual statistical reports summarizing usage of SAP services. These reports are subject to the confidentiality provisions of Paragraph 13 below and will not give the names of persons using SAP services.
- 12. **Independent Contractor Status.** The parties to this Agreement intend that the relationship created by this Agreement is that of an independent contractor. No agent or employee of EFR shall be deemed to be an employee or agent of School. The provisions of this Agreement shall not be deemed to create any partnership, joint venture, or agency relationship between the parties. Neither party has any power or authority to act on behalf of, represent, or bind the other party, except as specifically set forth in this Agreement.
- 13. **Confidentiality.** The parties understand and agree that the counselor-client relationships entered into as a result of this Agreement (including, without limitation, any evaluation, referral, and case management) are to be strictly confidential in accordance with all applicable federal and state laws. School shall not request from EFR any information that would violate a Covered Person’s constitutional rights, right of privacy of any counselor-client relationship, nor shall EFR give any confidential information to School, its employees or agents or any third

party without the express written approval of the Covered Person involved.


- 14. Non-Disclosure.** EFR acknowledges that, during the course of its performance under this Agreement, EFR may become aware of certain proprietary, confidential, or trade sensitive information regarding School, its students, or agents that is not generally known to the public. Such information may include, but not necessarily be limited to: proposed acquisitions, mergers and consolidations; proposed promotions or demotions of employees; patent, copyright and trade mark rights; packaging, pricing and marketing techniques; and other similar information. EFR agrees not to disclose any such information to a third party without the express written approval of School.
- 15. Insurance and Mutual Indemnification.** EFR agrees to maintain commercially reasonable liability insurance coverage aligned with Company's insurance requirements as outlined in Appendix A and to provide Company with proof of said insurance upon request. EFR shall indemnify and hold School harmless for any claims that arise from any acts and omissions of EFR under the terms of this agreement. School shall indemnify and hold EFR harmless for any claims not directly related to the provision of professional services as herein described, and shall notify EFR immediately upon receipt of any claim or demand which it receives allegedly related to any act or omission of EFR under the terms of this agreement. In all circumstances where Company and EFR agree to mutually defend against a claim, neither party shall enter into a settlement without prior written approval of the other.
- 16. Subcontractors.** EFR shall use commercially reasonable efforts to assure itself that any subcontractor engaged by EFR to perform any services pursuant to this Agreement shall adhere to all of the terms of this Agreement, including, without limitation, the Paragraphs subtitled Insurance, Confidentiality and Non-disclosure. If a subcontract is entered into with a third party, the subcontract shall include these terms in substantially the same form as they appear in this Agreement.
- 17. Default by EFR.** If EFR fails to perform its obligations under the terms of this Agreement and such failure continues for a period of thirty (30) days after School gives EFR a written notice stating the manner in which EFR is in non-compliance with this Agreement, School may terminate this Agreement effective immediately by giving written notice to EFR, which shall be School's sole remedy in the event of non-performance by EFR. If EFR is unable to perform its obligations under the terms of this Agreement due to acts of God, strike, war, or other similar reasons beyond EFR's control, then EFR's time for performance shall automatically be extended for the same period of time EFR was unable to perform due to the reason beyond EFR's control.
- 18. Non-Payment of Service Fee.** If School fails to timely pay the Service Fee to EFR, EFR may terminate this Agreement effective immediately by giving written notice to School or may pursue any other remedy available at law or in equity or by statute. In the event EFR pursues legal action to collect all or any portion of the Service Fee, EFR shall be entitled to recover its collection costs, including, but not limited to, reasonable attorneys fees.
- 19. Governing Law.** The construction, interpretation and performance of this Agreement shall be governed by the laws of the State of Iowa.
- 20. Notices.** Any notice required or permitted by this Agreement must be given in writing and shall be deemed given and received, if sent by United States Mail, with postage prepaid and addressed to the recipient party at the address set forth in this Agreement, three business days after deposited in the United States Mail. Either party may change its address by giving written notice in accordance with this paragraph.

- 21. **Entire Agreement.** This Agreement embodies the entire understanding between the parties with respect to the provision of SAP services. All prior agreements, understandings, representations, and statements, whether oral or written, are merged into this Agreement.
- 22. **Modification.** This Agreement may not be modified except by a written instrument signed by the party against whom enforcement of the modification is sought, and then only to the extent set forth in such written instrument.
- 23. **Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective successors and assigns.
- 24. **Headings.** The paragraph headings in this Agreement are for convenience only and shall not be used to limit or otherwise construe the provisions of this Agreement.

**ANKENY COMMUNITY SCHOOL  
DISTRICT**  
306 SW School Street  
Ankeny, IA 50021

**EMPLOYEE AND FAMILY  
RESOURCES, INC.**  
505 Fifth Avenue, Suite 600  
Des Moines, IA 50309

  
\_\_\_\_\_  
(signature)

  
\_\_\_\_\_  
(signature)

Ryan Weldon  
\_\_\_\_\_  
(printed name)

Ketsie Wilkins  
\_\_\_\_\_  
(printed name)

Board President  
\_\_\_\_\_  
(title)

Business Development Director  
\_\_\_\_\_  
(title)

6/20/2022  
\_\_\_\_\_  
(date)

6/08/2022  
\_\_\_\_\_  
(date)

**Renewal Date:** 7/1/2022



**EFR EMPLOYEE & FAMILY RESOURCES**

**Number of Students:** Currently 12,347

**Current Benefit:** Plus

**Current Investment:** \$3.50 Per student per year (PSPY)

Please check the box to either renew at your current benefit or renew with additional benefit. Pricing is calculated based on **number of students per year** and billed **annually**.



### Renew at Current Benefit

Plus

\$3.50 PSPY

Number of Student Upon Renewal 12,512

Investment Upon Renewal \$43,792.00



### Renew with Additional Investment

- Select New Benefit -

4 onsite days at \$10,000 per day

Number of Student Upon Renewal

Investment Upon Renewal \$40,000.00

Total Investment Upon Renewal \$83,792.00

**Signature:**

**Date:**

6/20/22

Pricing is based on one annual payment for a 12 month contract. Pricing is subject to change if the effective date or the student count changes.



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Policies - 2nd and Final Reading

**Extended Information:**

- 202.10 Code of Ethics - *Five-year review; changes for consistency and clarity*
- 503.70 Student Performances - *Five-year review; changes for consistency and clarity*
- 505.08 Parent and Family Engagement - *Five-year review; changes for consistency, clarity & alignment with current practice*
- 606.06 Insufficient Classroom Space - *Annual review; changes for consistency and clarity*
- 606.10 Class Size - *Annual review; changes for consistency and clarity*
- 910.00 Crisis Management & Emergency Operations Plans - *Annual review; changes for consistency and clarity*
- 101.00 Mission Statement and Essential Learnings - *Changes to align with new strategic plan*

Superintendent recommendation: Approve and accept the second and final policy readings. Policies are for immediate implementation upon second and final reading.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Policies_6.20.22.pdf</a>	Policies 2nd and Final Reading	Support Document	6/15/2022



## **200 SERIES**

### **202.10 Code of Ethics**

The Ankeny Community School District Board of Education is committed to ensuring the public, staff, and students that school board members will be consistent, reliable, principled, and fair in governance of the district. In accordance with this belief and by adoption of this policy, each board member commits to following the Code of Ethics.

#### Board Members:

- Will listen and respect the opinion of others.
- Will be motivated only by an earnest desire to serve the school district as a whole and their community's students in the best possible way.
- Will recognize that authority rests with the board in legal session and not with individual members of the board, except where authorized by law.
- Will abide by majority decisions of the board.
- Will expect, in board meetings, to focus time on providing the best possible learning for district students.
- Will remain open-minded and objectively listen to facts presented at the board table prior to voting.
- Will recognize their responsibility is governance and not management.
- Will abide by all policies adopted by the board, including the chain of command and meeting procedures.
- Will recognize the superintendent as executive officer of the board and empower him or her to administer the educational program and student learning.
- Will provide oversight for the financial stability of the district balanced with the need for an effective educational program.
- Will respect confidentiality, when required by law.
- Will be trustees of public education and do their best to protect it, conserve it, and advance it.
- Will abide by the oath of office, federal law, and state law.
- Will assure the opportunity for high quality education for every student.

#### *Legal Reference:*

*Iowa Code §21; §68B; §69; §71.1; §277.28; §279.7A; §279.8; §301.28*

#### *Cross Reference:*

*200 Statement of Guiding Principles*  
*202 Series Specific Duties of the Board*  
*202.60 Conflicts of Interest*

#### Adopted:

January 5, 1987

#### Reviewed:

November 17, 1997  
December 1, 2008  
October 21, 2013  
December 18, 2017  
May 19, 2022

#### Revised:

March 10, 2003  
December 1, 2008  
December 18, 2017  
June 20, 2022

**500 SERIES**  
**503.70 Student Performances**

Students, as part of the education program and as representatives of the district, may participate in contests and/or other public and private events that will benefit the student(s) and the education program if approved by the superintendent/designee.

Performance at such events is a privilege, and the superintendent/designee shall have sole discretion to determine if the event at which the student(s) may perform or participate will benefit the education program and the participating student(s). Students will be allowed to perform in these events as district representatives only with proper permission and supervision and when the events do not disrupt the education program and/or other district operations. Student participation as district representative(s) in events that involve out-of-state travel and/or significant district expense must be approved by the board.

Students who perform at events as representatives of the district serve as ambassadors of the district and must conduct themselves in the same manner as required in the regular school day and/or at school-sponsored events. Students who fail to abide by this policy may be subject to disciplinary measures according to policy and handbooks, including the Good Conduct Rule.

If the superintendent/designee does not approve a student to participate in an outside event as a district representative, all aspects of the student's participation in the event shall be responsibility of the student and their parent(s). *Legal Reference:*

*Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988).*

*Iowa Code §§ 280.13-.14.*

*281 I.A.C. 12.6.*

*Cross Reference:*

*502 Series: Student Behavior and Discipline*

*503 Series: Student Activities*

*503.60 Good Conduct Rule*

Reviewed:

May 1, 2000

February 15, 2010

March 25, 2013

December 18, 2017

May 19, 2022

Revised:

May 1, 2000

February 15, 2010

March 25, 2013

December 18, 2017

June 20, 2022

**500 SERIES**  
**505.08 Parent and Family Engagement**

Parent/guardian and family engagement is an important component in a student's success in school. The board encourages parents/guardians and families to become involved in their child(ren)'s education to ensure the child(ren)'s academic success. Therefore, the board authorizes the superintendent/designee to :

- (1) Involve parents/guardians and families in the development of the Title I plan, the process for District review of the plan and the process for improvement;
- (2) Provide the coordination, technical assistance and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent/guardian and family involvement activities to improve student academic achievement and school performance in ways that align to the district's strategic plan and that hold a high bar for all students.
- (3) To the extent feasible, coordinate and integrate parent/guardian and family engagement strategies under Title I with parent/guardian and family engagement strategies outlined in other relevant federal, state, and local laws and programs by creating opportunities for families to learn strategies to support the education of their child(ren) in multiple areas of the education program (e.g., reading, math, English to Speakers of Other Languages), providing materials in additional languages, as necessary, to meet the needs of students and families.
- (4) Collaborate with parents/guardians and families to conduct an annual evaluation of the content and effectiveness of the parent/guardian and family engagement policy in improving the academic quality of the school served including by identifying barriers to greater participation by parents/guardians and families in Title I activities (with particular attention to low-income parents/guardians and families, parents/guardians and families of students who are LIEP participants, parents/guardians and families of students of any racial or ethnic minority, parents/guardians or family members with disabilities and/or parents/guardians or family members with low literacy); needs of parents/guardians and families to assist with their child(ren)'s learning; and strategies to support successful school and family interactions.
- (5) Use the findings of the annual evaluation to inform Title I programming and policy, update recommendations, design strategies for more effective parent/guardian and family engagement, and to revise, as necessary, the parent/guardian and family engagement policies.
- (6) Involve parents/guardians and families in Title I activities identified annually by the superintendent/designee.

The district shall involve parents in determining how to allocate reserved Title I funds in accordance with applicable laws.

The board will review this policy annually. The superintendent/designee is responsible for notifying parents/guardians of this policy annually or within a reasonable time after it has been amended during the school year. The superintendent/designee shall develop administrative regulations regarding this policy.

*Legal References:*

*20 U.S.C. §6318*

*Cross References:*

*606.70 Community Resources*  
*1003.40 School Improvement Advisory Council (SIAC)*  
*1004.30 Visitors to District Buildings & Sites*

*Adopted:*

*Reviewed:*  
*December 21, 2009*  
*March 25, 2013*  
*October 3, 2016*  
*June 18, 2017*  
*May 19, 2022*

*Revised:*  
*June 20, 2022*

**600 SERIES EDUCATIONAL PROGRAM**  
**606.06 Insufficient Classroom Space**

Insufficient classroom space exists when conditions adversely affect the implementation of the educational philosophy, goals/objectives, and programs of the district. The board shall determine insufficient classroom space on a case-by-case basis. In making this determination, the board shall use criteria including, but not be limited to: available personnel, grade level, educational program, instructional method, physical space, equipment and materials available, finances available, facilities being planned and/or currently under construction, sharing agreements in place, bargaining agreements in force, and district goals and objectives.

When possible, the district will aim to reserve space to allow for additional resident students. Open enrollment students shall receive consideration aligned with the policy on open enrollment, transfers and student assignments. Building assignments for open enrollment students will be completed in July preceding the school year in which they will open enroll into the district. Open enrolled students may be reassigned attendance centers on a yearly basis based on available space. The board shall not hire additional staff or add space in order to accommodate open enrolled students.

The district shall maintain teacher/student ratios in alignment with policy and law and shall review this policy on an annual basis.

*Legal References:*

*Iowa Code §§282.18(13)*  
*281 I.A.C. 17.6(3)*

*Cross References:*

*501.05 Enrollment and Attendance*  
*501.31 Open Enrollment*

*Adopted:*

*August 7, 1989*

*Reviewed:*

*December 10, 2008*  
*January 17, 2011*  
*June 15, 2015*  
*June 20, 2016*  
*June 18, 2017*  
*July 16, 2018*  
*July 20, 2020*  
*June 20, 2021*  
*May 19, 2022*

*Revised:*

*February 16, 2009*  
*January 17, 2011*  
*June 15, 2015*  
*June 20, 2016*  
*July 6, 2021*  
*June 20, 2022*

**600 SERIES EDUCATIONAL PROGRAM**  
**606.10 Class Size**

The board shall have sole discretion in determining the class size. The board shall review the class size guidelines annually.

The superintendent shall make a recommendation to the board on class size based upon the budget of the district, the qualifications and number of personnel, and other factors deemed relevant by the board.

Without limiting the board's determination of available space under policy *606.06 Insufficient Classroom Space*, a maximum class size of 25 students in kindergarten and 27 students for grades one through five will be considered. Class size will be determined by counting students in the general education program and integrated special needs students. When calculating class size and overcrowding, the administration may reserve places for growth in the class as a result of anticipated new resident students.

For special education students, the district will use the formula for caseload determination specified in the District Developed Special Education Service Delivery Plan.

*Legal Reference:*  
*Iowa Code §§279.8, 280.3*

*Cross Reference:*  
*602.01 Curriculum Development, Implementation and Evaluation*  
*501.05 Enrollment and Attendance*  
*606.06 Insufficient Classroom Space*

*Adopted:*  
*August 7, 1989*

*Reviewed:*  
*January 14, 2009*  
*July 21, 2014*  
*October 3, 2016*  
*June 18, 2017*  
*July 16, 2018*  
*July 20, 2020*  
*November 16, 2020*  
*June 20, 2021*  
*May 19, 2022*

*Revised:*  
*February 2, 2009*  
*October 3, 2016*  
*July 20, 2020*  
*November 16, 2020*  
*July 6, 2021*  
*June 20, 2022*

**900 SERIES BUILDINGS & SITES**  
**910.00 Crisis Management & Emergency Operations Plans**

The superintendent/designee shall have plans in place to manage emergency and crisis situations that occur during school hours and that involve district students, staff, and/or facilities. The plans will include a process to communicate relevant information to appropriate audiences.

An emergency plan provides procedures to follow when an emergency situation takes place. This may include, but is not limited to, responding to fire, tornado, a bomb, threats of violence, and/or terrorist acts.

A crisis management plan provides procedures to follow in the aftermath of a traumatic incident that affects the population at an individual site and/or across the district. This may include emergency situations as well as tragedies impacting or involving an employee or student.

Relevant district and building administrators are responsible for assessing incidents or situations to determine if an emergency and/or crisis exists.

The board shall review this policy annually.

*Legal Reference:*  
*Iowa Code §§280.30*

*Cross Reference:*  
*507.50 Emergency Plans and Drills*  
*900.00 Parent Reunification*  
*907.00 District Operation During Public Emergencies*  
*911.00 Emergency Management Planning*  
*Crisis Management Plan*

*Approved:*  
*December 21, 2009*

*Reviewed:*  
*September 9, 2009*  
*July 21, 2014*  
*June 17, 2019*  
*June 20, 2021*  
*May 19, 2022*

*Revised:*  
*July 21, 2014*  
*June 17, 2019*  
*July 6, 2021*  
*June 20, 2022*

**100 SERIES EDUCATIONAL PHILOSOPHY**  
**101.00 Mission Statement and Essential Learnings**

**Mission (Our Core Purpose and Distinction)**

The Ankeny Community School District engages all students in an educational experience that equips them with the skills to flourish in and contribute to an ever-changing world.

**Overarching Strategic Objectives**

- **Rigorous and Relevant Academics:**  
All ACSD students will graduate prepared for postsecondary success.
- **Talented People:**  
ACSD will have an effective teacher in every classroom, an effective leadership team in every building, and an effective, student-focused staff working across the district.
- **Supportive Environments:**  
Every ACSD student will have the opportunity to learn and grow in a collaborative, dynamic, and secure environment.

Cross Reference:  
103.00 Strategic Plan

Adopted:  
March 1, 1999  
Reviewed:  
September 9, 2010  
February 16, 2015  
December 21, 2020  
May 19, 2022

Revised:  
November 15, 2010  
February 16, 2015  
December 21, 2020  
June 20, 2022





**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Approve Fund Transfer from General Fund to Activity Fund of \$30,000 for Safety Equipment

**Extended Information:** Superintendent's Recommendation: Approve Fund Transfer from General Fund to Activity Fund of \$30,000 for Safety Equipment as recommended.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Resolution to Transfer Funds - Safety Equip.pdf</a>	Resolution to Transfer Funds - Safety Equipment	Support Document	6/13/2022

## Resolution to Transfer Funds

Be it resolved that the Board of Education of the Ankeny Community School District (the "District") approves the transfer of thirty thousand dollars from the General Fund for deposit in the Student Activity Fund of the Ankeny Community School District. In compliance with Iowa Code section 298A.8 the District states as follows:

1. The proposed use of the funds is for the purchase or reconditioning of protective and safety equipment required for any extracurricular interscholastic athletic contest or competition sponsored or administered by an organization as defined in Iowa Code section 280.13.
2. The amount of the transfer is thirty thousand dollars (\$30,000.00) to be split equally between both high schools.

Directors voting in favor of the motion: \_\_\_\_\_

Directors voting against the motion: \_\_\_\_\_



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Approve Eligible Categorical Carryover Balances to Flexibility Fund

**Extended Information:** Superintendent's Recommendation: Approve the Resolution Approving Eligible Categorical Carryover Balances to Flexibility Fund as recommended.

---

**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">TLC_transfer_resolution_2022.pdf</a>	TLC Transfer Resolution 2022	Support Document	6/16/2022

**Date June 20, 2022**

**A RESOLUTION DIRECTING EXPENDITURES OF THE SCHOOL FLEXIBILITY FUND**

The Superintendent of the Ankeny Community School District presents the following Resolution for adoption:

**WHEREAS**, HF 565 School Flexibility Fund, was established in the 2017 Legislative Session to provide local control and flexibility regarding the use of ending balances in certain categorical funds effective July 1, 2018; and HF 847 Education Matters was established in the 2021 Legislative Session to expand opportunities for transfer ending balances to the Flexibility Account; and

**WHEREAS**, the Ankeny Community School Board of Directors conducted a public hearing at 6:00 p.m. on June 20, 2022 as required by Iowa Code 298A.2(d), using the form of public hearing prescribed by the Iowa Department of Education, which was published in the same manner as required in Iowa Code 24.9, to provide adequate notice to stakeholders and transparency of intended board action; and

**WHEREAS**, Teacher Leadership and Compensation funds received under Iowa Code 256.10 (12) were used to meet statutory requirements of Iowa Code 284 and a balance remains unencumbered and unobligated at the close of FY21; and

**WHEREAS**, the Ankeny Community School District has transferred the following funds authorized pursuant to HF 847 into the School Flexibility Fund enacted in the 2022 Legislative Session authorizing such transfer; including

Teacher Leadership and Compensation funds received under Iowa Code 257.10 (12) ending balance of \$273,369, of which \$105,000 was transferred to the Flexibility Fund from FY21; and

**WHEREAS**, the Board of Directors of the Ankeny Community School District has determined the needs of students would be better served by the flexible expenditure of these funds during the budget year beginning in or after the calendar year in which the transfer to the flexibility fund occurs, for the following purposes: *(select all that apply and designate amount for each purpose and delete those not being used)*

Salaries and benefits of the Mentoring Specialist not to exceed \$105,000 for the fiscal year beginning July 1, 2022

Now, therefore be it **RESOLVED**, that the Board of Directors of the Ankeny Community School District, acknowledges the transfer of such funds to the Flexibility Account within the General Fund, and requires expenditures accordingly for those purposes stated above, total amount of \$105,000 to be available for expenditure effective for the 2022-23 Fiscal Year.

**RESOLVED**, that the Superintendent is directed to include the information concerning such expenditure in the budget certified in accordance with Iowa Code 24; and be it further

**RESOLVED**, that the Superintendent is directed to provide a copy of this Resolution to the Iowa Department of Education as they prescribe and make such Resolution available for any audit of the district performed under chapter 11.

Resolution approved, June 20, 2022, by the Ankeny board of directors:

(list school board members and aye or nay vote of each)

Signed,

---

Board President  
Ankeny Community School District

Attest:

---

Board Secretary  
Ankeny Community School District



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Approve Staff and Student Handbook Executive Summaries

**Extended Information:** Superintendent's Recommendation: Approve the Staff and Student Handbook Executive Summaries as recommended.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Staff_Handbook_Executive_Summary.pdf</a>	Staff Handbook Executive Summary	Support Document	6/16/2022
<a href="#">Student_Handbook_Executive_Summary.pdf</a>	Student Handbook Executive Summary	Support Document	6/16/2022

## 2022-2023 Staff Handbook Modifications: Executive Summary

Substantively, the 2022-2023 Staff Handbook is largely the same as the 2021-2022 Staff Handbook. At a high-level, changes were as follows:

- Updated names of board members serving in specific roles, administrators at individual schools where turnover has happened, and contact person(s) where relevant.
- Updated mission statement to newly-approved mission statement.
- Added language outlining expectations for appropriate use of social media by employees.
- Added information related to the supplemental materials use process to support effective implementation across buildings.
- Added language indicating that the Chief Officer of Legal Affairs & Strategic Initiatives may access employee personnel files without a release from the relevant employee.
- Added language clarifying that the district will not offer “early release” to retirees on employment contracts and that, instead, they are expected to continue through the last assigned work day.
- Added language strengthening the prohibition on staff sharing personal cell phone numbers with students other than in extraordinary circumstances where
- Clarified the language to the prohibition on children in the workplace to indicate that the prohibition does not apply to children who are present to attend school and/or engage in school-related activities.
- Struck detailed information about benefit packages available to various job classifications and instead directed to employees to the relevant benefits summaries available on the Staff Intranet.
- Updated language for staff mileage reimbursement to indicate the reimbursement rate will align with IRS rate.
- Updated language added to an addendum following 2017 legislative changes related to collective bargaining for alignment with current practices. Specifically, changes include:
  - Removal of language related to sick leave conversion
  - Streamlining and clarifying of language related to transfer and reassignment
- Updated language related to the following to align with law and policy – including policies added by the board this year – and to support consistency:
  - Personnel Files – *added language that references are not available in keeping with law*
  - Retention of Email – *clarified the public nature of emails and directed staff to updated Board Policy*
  - Teaching Controversial Issues– *added language re: prohibition on retaliation per state law*
- Made grammatical and semantic changes for accuracy, clarity, and consistency of voice.

We anticipate we may add an addendum to the 2022-2023 Staff Handbook in the coming weeks as guidance related to the multiple laws passed during this legislative session is issued.

## 2022-2023 Student/Parent Handbook Modifications: Executive Summary

Again this year, the 2022-2023 District Handbook is one district-wide document, rather than individual handbooks for each school. This is done to streamline, bring consistency, and more fully align parent/student handbooks with Board Policy. To elucidate the details relevant only to some grade levels and/or programs, again this year, the handbook includes five addenda: Elementary Addendum, 6-7 Addendum, 8-9 Middle School Addendum, High School Addendum, and Athletics and Activities Addendum.

Substantively, the 2022-2023 Student/Parent Handbook is largely the same as the 2021-2022 Student/Parent Handbook. At a high-level, changes were as follows:

- Updated names of board members serving in specific roles, administrators at individual schools where turnover has happened, and contact person(s) where relevant. Note that the change in bus companies is also reflected in the handbook.
- Updated mission statement to newly-approved mission statement.
- Added additional language required by Iowa law informing parents, guardians, and community members about information available on the Iowa Department of Education website related to raising concerns about school districts and/or their governing boards.
- Added language related to the club request / club creation process in 8<sup>th</sup> – 12<sup>th</sup> grade buildings.
- Adjusted party responsible for approving individual student activity training and conduct rules from the board to the superintendent/designee to align with current practice.
- Updated language related to attire worn for physical education classes in secondary schools to match current practice requiring “school-appropriate physical education attire during physical education classes,” and requiring “wearing of tennis shoes when in the gym/weight room.”
- Updated language related to the following to align with law and policy – including policies added by the board this year – and to support consistency across buildings:
  - Respectable use of cell phones – *to align with implementation of this policy in SY21-22*
  - Selection and review of library materials – *to provide additional information on the process for parents*
  - Nutrition fees – *to align with adjusted fees*
  - Religious-based excusal – *to provide additional information on the process for parents*
  - Laws and policies with which student activities must comply – *to include “federal and state law” to the list*
  - Approval of student activities events by superintendent/designee – *to align with adjusted policy*
- Included current versions of annual notices required by law, including the addition of language related to Non-Discrimination in Federal Child Nutrition Program.
- Added French and Spanish Honor Societies to the list of graduation honors.
- Made grammatical and semantic changes for accuracy, clarity, and consistency of voice across consolidated handbooks.

We anticipate we may add an addendum to the 2022-2023 Student/Parent Handbook in the coming weeks as guidance related to the multiple laws passed during this legislative session is issued.





**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Approve the General Fund Committed Fund Balance Resolution

**Extended Information:** Superintendent's Recommendation: Approve establishing a committed general fund balance in the amount of \$4,354,700 with \$1,254,700 committed for curriculum adoption, \$1,300,000 for Chromebooks, and \$1,800,000 for Elementary #12 staffing as recommended.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">Committed Fund Balance FY22.pdf</a>	Committed Fund Balance FY22	Support Document	6/16/2022

**FY22 Committed Fund Balance Summary:**

**Committed Fund Balance at June 30, 2021**

**\$ 1,508,700**

Adjustments for FY 22:

Curriculum adoption	\$ 1,254,700
Staffing - Elem #12	\$ 1,800,000
FY22 Chromebook Adoptions	\$ (1,332,977)
New Chromebook Adoptions	\$ 1,300,000
FFE Elem #11	\$ (175,723)
Total FY22 Estimated Expenditures	\$ 2,846,000

**Recommended FY22 Committed Fund Balance**

**\$ 4,354,700**



**ANKENY**  
COMMUNITY SCHOOL DISTRICT  
**Item Cover Sheet**

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**Title:** Approve Language Instruction Education Program

**Extended Information:** Superintendent Recommendation: Approve and accept the Language Instruction Education Program as recommended.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>	<b>Type</b>	<b>Upload Date</b>
<a href="#">LIEP.pdf</a>	LIEP	Support Document	6/16/2022



## Ankeny Community Schools Language Instruction Education Program (LIEP)

### Purpose & Scope

Programming and instruction for English learners focuses on two primary goals: English language development and academic achievement. Family engagement is also critical to ensure that parents have the information they need to make informed decisions and support their child's education.

Effective LIEPs address programming and instruction for both direct language instruction and classroom/content area instruction. They also provide a systematic process for communicating and engaging with parents.

As we develop, implement, and make adjustments to the LIEP, we want to be especially mindful of the following high leverage areas in order to maintain high quality instruction and learning opportunities for our culturally and linguistically diverse students.

- Equitable access to content and language instruction
- Meaningful engagement with content and language instruction
- Linguistically appropriate assessment to monitor student learning and adjust scaffolds/supports
- Maintaining a sense of connectedness and engagement with school across on-site, hybrid, and virtual learning settings
- Culturally relevant teaching
- Ongoing communication and collaboration between all staff serving English learners (ESOL Teachers, content/classroom, special education, Title I, Gifted and Talented programs)
- Family engagement via regular and ongoing communication with parents in language they can understand (to the extent practicable) and outreach to nurture family engagement

Reference:  CRAEA LIEP Program Evaluation Tool.8.25.2021.pdf

### Committee Members:

Genesis Talamantes - Elementary	Jennifer Dunne - Elementary	Katie Gisler - Elementary
Amina Cook - Elementary	Erica Blocker - Elementary	Joanne Johnson - Elementary
Madi Oster - Elementary	Johanna Russell - Elementary	Katie Lacey - Elementary
Nicole Ritland - Elementary	Licia Pettit - Elementary	Laurel Quinn - Elementary
Rosalyn Blair - Elementary	Julie Blevins - Secondary	Kristen Campbell-Blumhagen - Secondary
Angela Boyd - Secondary	Alexa Long - Secondary	Andrea Warner - Secondary
Courtney Vercauteren - Secondary	Whitney Leverich - Secondary	Karri Beath - Secondary
Jennifer Janes - Secondary	Lynne Bleeker - Secondary	Lauren Kanne - Secondary
Chris Amundson - Secondary	Brooke Oppermann - Secondary	Nicole McFarland - Secondary
Andrea Bruns - Secondary	Ben Huebsch - Secondary	Cameron Wendt - Secondary
Nancy Lehman - District	Al Neppel - District	Bev Kuehn - District
Kenneth Morris - District	Amy Dittmar - District	Jen Lindaman - District
Nicole Aplin - District	Janet Hiatt - Heartland AEA	

## Meeting Dates:

Oct 13, 2021 4:00 - 5:30 p.m.

Nov 10, 2021 4:00 - 5:30 p.m.

Dec 8, 2021 4:00 - 5:30 p.m.

Jan 12, 2022 4:00 - 5:30 p.m.

Feb 9, 2022 4:00 - 5:30 p.m.

Feb 23, 2022 4:00 - 5:30 p.m.

Mar 9, 2022 4:00 - 5:30 p.m.

Apr 13, 2022 4:00 - 5:30 p.m.

May 19, 2022 4:00 - 5:30 p.m.

## Grounding Vocabulary & Important Terminology

There is currently not a consistent language used between state and federal guidance when referencing programming or students who require instruction in the English language. Experts appear to oscillate freely, using a variety of terms and acronyms to define English language programming and support. Building a common language within Ankeny as we continue to expand our programming will be critical to ensure consistent application and understanding. Moving forward, our district will use the following terminology and acronyms:

**ESOL:** English to Speakers of Other Languages. This refers to building level instructional programming that supports the acquisition of language development as well as access to core instruction. Building level programming is defined within the district LIEP.

**ESOL Courses:** This refers to courses outlined within Infinite Campus that students can be enrolled in for with sheltered instruction, ESL instruction, or newcomer instruction. These courses reflect the intensity of instruction required for a student to access their education and are outlined within the district's continuum of services.

**ESOL Teacher:** This refers to a teacher that serves as a specialist in the provision of English language acquisition and instruction. The Iowa Board of Educational Examiners references this endorsement as *K-12 English as a Second Language*.

**LIEP:** Language Instruction Education Program. This references the broad umbrella of district programming including instruction, services, and supports

**SLIFE:** Students with Limited or Interrupted Formal Education. Students with Limited or Interrupted Formal Education (SLIFE) is an umbrella term used to describe a diverse subset of the English language learner population who share [several unifying characteristics](#).

## District Summary

The Ankeny Community School District continues to expand programming to support the growing population of students who require ESOL instruction. During the 2022-23 school year, Ankeny has identified 322 students who are eligible to receive ESOL programming, which constitutes 2.5% of our total student population. These students represent over 40 languages. For the 2022-23 school year, ESOL programming will be available in all of our K-12 buildings and support

## Identification and Exit Procedures

The Iowa Department of Education outlines standardized statewide entrance and exit procedures for Iowa's English Learners in a [comprehensive document](#) that was revised in January of 2022. The Ankeny Community School District will operationalize statewide expectations as listed below.

### Entrance & Identification

Step 1: Home Language Survey

A [Home Language Survey](#) (HLS) is completed during the online registration for new families to the district. Interpretation services and on site support are available upon request to assist families with the online registration process. The HLS asks three guiding questions:

1. What is the primary language used in the home, regardless of the language spoken by the student?

2. What is the language most often spoken by the student?

3. What is the language that the student first acquired?

Upon completion of the entire registration process, the district Registrar receives notices and begins the process of officially enrolling the student(s) in the Ankeny School system.

The district Registrar assigns the student(s) into the appropriate school building based on home address or overflow, and then communicates this enrollment with the building administrator, secretary, and other relevant parties. If the family has indicated any language besides English on the HLS, the district Registrar will also communicate the enrollment with Academic Services/Special Programs and the ESOL teacher.

#### Step 2: English Language Proficiency Screening

The ESOL teacher, upon notification of a new enrollment and HLS results, must complete the screening process to determine eligibility and intensity of services. This screening process must be completed within 30 days of enrollment to the district.

Screening may constitute a review of current ELPA21 scores if available, or the review of any previous English language proficiency instrument results. Screening may also constitute the administration of a new screener if previous data is not available.

In alignment with the Iowa Department of Education expectations, if a previously administered language proficiency assessment indicates an eligibility for programming, that eligibility will remain without question within the Ankeny Schools. If previous data is not available, any student that indicates a score of emerging or progressing on the ELPA21 screener will be eligible to access services.

#### Step 3: Communication to Parent/Guardian/Teacher

If the student is determined to be eligible for language instruction, the local education agency (LEA) must provide parents notice within thirty days that explains the student's eligibility and placement in a language instruction educational program (LIEP). A TransAct template can be used to assist with this communication.

Parents do have the option and right to waive services, but it is strongly discouraged until the student is performing at a high level of proficiency.

**Insert SOP and cross reference**

### **Exiting Services**

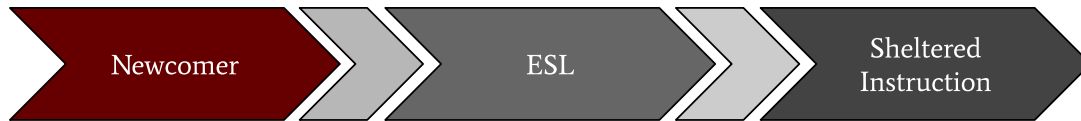
### **Instructional Programming and Supports**

The Ankeny Community School District engages all students in an educational experience that equips them with the skills to flourish in and contribute to an ever-changing world. Every student, regardless of a label, is a general education student first. It is our individual and collective responsibility to serve each and every student in our classroom. This most certainly includes our students building English language proficiency. As a district, we will provide educational programming based on both the Iowa Core content standards and the state required English language standards in order to ensure access to the education. It is our obligation to provide eligible students a variety of services and supports that are individualized to their unique needs and background.

In order to meet the vast needs of our population, it's important to think about the services that we provide as a continuum. A continuum supports the education of our eligible learners by identifying a variety of instructional programs and supports available for them to ensure that we are providing a free and appropriate public education with appropriate levels of scaffolding.

Pictured in the diagram below are three primary components on our continuum of services for students who require ESOL services. These components indicate the intensity of language instruction required to support the student in the process of language acquisition. However, the components are not the only options for service, as there can be combinations and layers of services required to meet the individual needs of the students. The gray areas between the components represent combinations

of services or unique stops on the continuum that assist in meeting the needs of our students.



### **Sheltered Instruction**

Sheltered instruction is an instructional approach used to make content area instruction delivered in English understandable to English Learners. In classrooms where sheltered instruction is provided, teachers use physical activities, visual aides, and the environment to teach vocabulary for concept development in all content areas (math, literacy, science, social studies, etc.)

The purpose is to address specific academic language needs at all levels of language proficiency through the delivery of differentiated and supported core instruction. Sheltered Instruction is a Tier 1 instructional support, minimal in intensity, and provided in a general education setting by the general education teacher with support from a certified ESL teacher, or by a general education teacher with their ESL endorsement. Direct services can be provided by a certified EL teacher through an embedded or co-taught model, or by a general education teacher with their ESL endorsement. In addition, indirect services can be provided by the certified EL teacher to a general education teacher through planned and purposeful collaboration or consultation. Please note, indirect services should not replace direct services; they add to language programming.

### **ESL Instruction**

ESL instruction is a program of techniques, methodology, and special curriculum designed to teach English language skills, which may include listening, speaking, reading, writing, study skills, content vocabulary, and culture orientation. Further, ESOL instruction has a primary focus in English. Although home languages are seen as assets, they are not the primary focus.

The purpose of instruction is to address the development of the English Language, as well as support students with academic content language. ESL instruction is a specialized Tier 1 support for English Learners and is provided directly by a certified EL teacher. ESL instruction can be layered with Sheltered Instruction when necessary.

### **Newcomer Instruction**

Depending on student need, newcomer instruction may be provided during or in addition to ESL time. It could take place in a variety of settings. A student who is a newcomer may receive newcomer instruction, ESL instruction, AND sheltered instruction.

Language instruction focuses on the four domains: listening, reading, speaking, and writing. In collaboration with other critical partners (interventionists, dropout prevention, social workers, instructional coaches, etc.), instruction includes vocabulary building, lexical syntax, grammar, phonics, early reading strategies, etc.

For a more in-depth study of the continuum of services that includes the focus of instruction, possible instructional settings, specific assessments, instructional providers, and various other relevant information, please reference the [comprehensive continuum of language instruction education services](#).

### **Individualized Student Plans**

In order to ensure that students who are eligible for ESOL services have a comprehensive approach to instruction and support, an individualized student plan will be crafted by a collaborative team of professionals serving this student. This plan summarizes critical student demographic information, provides context to standardized assessment results, outlines the necessary ESOL programming, and describes specific scaffolds and accommodations that the student requires in the general education setting. This plan would also document any special considerations approved by administration for an individual student.

The LIEP individualized student plan will be uploaded into Infinite Campus by the ESOL teacher under the PLP tab. Plans must be review and revised annually, but can be adjusted prior to that if necessary.

## **LIEP Individualized Student Plan**

### **Assessment and Reporting Practices**

#### **Standardized Assessment**

The English Language Proficiency Assessment for the 21st Century, or ELPA21, is a Standardized test of English language proficiency used in the state of Iowa. The test is based on the English Language Proficiency Standards and addresses the language demands needed to reach college and career readiness. ELPA21 assesses English language ability in the four language domains of Reading, Listening, Writing and Speaking. Within each of the four domains there are five performance levels (1-5).

- Level 5 Advanced: Exhibits superior grade-level English language skills as measured by ELPA21.
- Level 4 Early Advanced: Demonstrates grade-level English language skills required for engagement with academic content instruction at a level comparable to non-ELs.
- Level 3 Intermediate: Applies some grade-level English language skills and will benefit from English Language Program support.
- Level 2 Early Intermediate: Presents evidence of developing grade-level English language skills and will benefit from English Language Program support.
- Level 1 Beginning: Displays few grade-level English language skills and will benefit from English Language Program support.

Based on these domain performance levels, ELPA21 has established three categories of Proficiency Status. Student Proficiency Status represents the following:

- Emerging (qualifies for program at the beginning level of English language acquisition)
- Progressing (qualifies for program) or
- Proficient (exits program)

The proficiency levels are determined by a set of guiding principles based on the five performance levels:

- Proficient = students with all domain levels greater or equal to 4
- Progressing = students with domain level combinations that fall in between the criteria for Proficient and Emerging
- Emerging = students with all domains levels less than or equal to 2

Ankeny teachers, ESOL teachers, instructional coaches and administrators will have access to ELPA21 score results and reports through the Infinite Campus Assessment tab, the Data Hub specialized display, and through score reports uploaded with the PLP tab of Infinite Campus.

#### **Reporting Practices**

Regardless of instructional setting, a reported mark or grade should reflect a students' progress and acquisition towards course standards. Students who are receiving ESOL services may require accommodations, differentiated practices, alternate materials, multidimensional assessment practice, and/or use of the primary spoken language in order to adequately demonstrate their learning. The team of teachers serving a student receiving ESOL services should collaborate around reporting practices for each individual student and document those within the student's individualized student plan. Team should also revisit this plan and make adjustments based on the language acquisition and development of the student.

A teacher/admin team may determine that an alternate reporting practice is needed based on evidence of learning. The team should thoroughly discuss the implications and benefits of this decision, and then document the outcome in the student's



individualized plan.

Students enrolled in a supplemental ESOL course will be provided additional instruction grounded in the [English Language Proficiency Standards](#) in order to provide additional time and support needed to learn the English language. Reporting will be based on progress and acquisition towards the English Language Proficiency Standards. For students with significant cognitive disabilities, the standards have been modified to be more appropriate and accessible ([ELP Standards for ELs with Significant Cognitive Disabilities](#))