NOTICE AND CALL OF PUBLIC MEETING

OF THE SCHOOL DISTRICT

Governmental Body: The Board of Directors of the Montezuma Community School District, Montezuma, Iowa.

Date of Meeting: **Wednesday, May 17, 2017**
Time of Meeting: **6:30 pm, Central Time**
Place of Meeting: **Montezuma School Elementary Library, Montezuma, Iowa.**

PUBLIC NOTICE IS HEREBY GIVEN that the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

A. Call to Order/Roll Call
B. Approve the Agenda
C. Good News
D. Welcome Visitors

Public Hearing on FY2018 Certified Budget

E. Presentations
F. Old Business
G. New Business
    1. FY2018 Certified Budget
    2. Policy Updates
    3. Policy 710.5
    4. Interfund Loan Resolution
    5. 2017-18 Agreement with Montezuma Education Association
    6. 2017-18 Certified Staff Handbook
    7. Pay Application
    8. 2017-18 Classified and Administration Benefits
    9. 2017-18 Bread Bids
    10. 2017-18 Milk Bids
    11. 2017-18 Breakfast & Lunch Prices
H. Personnel
    1. Staff Resignations
    2. Staff Appointments
I. Reports
    1. Business Manager
    2. Superintendent
J. Discussion
K. Exempt Session for Negotiations Strategy
L. Adjournment

This notice is given at the direction of the President pursuant to Chapter 21, Code of Iowa, and the local rules of said governmental body.

Mary Jo Steele-Sheets

_____

Board Secretary, Montezuma Community School District, Iowa

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: A. *Call to Order/Roll Call*

Information: The President of the Board, or in his or her absence the Vice President of the Board, shall officially call the board meeting to order. This is usually accompanied by a welcome to visitors.

We allow visitors to address the Board provided they follow the established rules, which require a written request completed and handed to the Board Secretary. The Board President may at this time ask visitors if they will wish to speak during the welcome section. If so they may obtain the necessary form from the Board Secretary.

Action: **Roll Call**:

	Present/Absent
Pete Ross	_____
Cori Henkle	_____
Jason Meyer	_____
Stacie Cameron	_____
Vince Johnson	_____

Time: _____

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: B. *Consent Agenda*

Information: The Consent Agenda is used as an opportunity to approve several items considered as housekeeping items in one motion, at one time. The Consent Agenda for this meeting consists of:

- Approval of Agenda
- Approval of minutes for meetings held on April 19, 2017
- Approval of April 2017 Invoices
- Approval of Fund Balance Report April 2017
- Approval of the Food Service Report April 2017

The Board may ask that any item be removed from this list and considered separately.

Recommended Motion:

The Board approves the consent agenda as presented including the agenda, minutes, reports and invoices.

Alternate Motion:
`
_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Henkle	_____
_____ Jason Meyer	_____
_____ Stacie Cameron	_____
_____ Vince Johnson	_____

April 19, 2017
Montezuma, IA

The Board of Directors of the Montezuma Community School District met on the above date at the Schoolhouse in the Elementary Library, with the following board members present: Pete Ross, Vince Johnson, Jason Meyer, Cori Henkle. Stacie Cameron.

President Pete Ross called the meeting to order at 6:30 PM.

CONSENT AGENDA
It was moved by Jason Meyer and properly seconded to approve the consent agenda as presented: the agenda; minutes of the board meeting of March 15, 2017 and the food service reports for the month of March 2017; and bills to be paid by the business manager (see attached lists). Motion carried 5-0.

GOOD NEWS
Superintendent Versteeg wanted to recognize each of the board members and thanked for their service to Montezuma Schools.
The FFA had several top winners at the state convention this past week.

WELCOME VISITORS
President Ross welcomed all visitors and thanked them for taking time to attend the meeting. The board heard comments from a parent regarding the 3rd grade staffing.
President Ross wanted to thank Lynnville-Sully Superintendent Shane Ehresman and Business Manager Karla DeCook for taking time to attend the meeting and introduce themselves to our board. Karla DeCook will be shared with Lynnville-Sully and Montezuma for the upcoming 2017-18 school year. This position will be through the operational sharing agreement.

Presentations
Heard presentations from HS Student Counsel sponsor Ms. Earlene Taylor and Tyler Meyer. They talked about getting a memorial garden set up to commemorate those that have passed away. It is still in the early stages and they will present more on this at a later date.

Derek Schulte was present to update the board on Teacher Leadership. Reviewed the year and looked to see what was successful and what needed work through self-reflection, administration feedback and peer feedback. Mr. Schulte indicated that from the feedback he received that one of the comments was that our TL System made it possible for teachers to work together to share ideas and provide better instruction to our students.

Principal Jones presented and was excited to share that our students who participated in the Battle of the Books received 1st out of 36 teams. Colton Benson, Mia Boulton, Owen Cook, Kallie Robison, Kaya Latcham, Garrett Watts and Mrs. Semprini. The new playground equipment is a big success. Iowa Assessment results are in and look great. Kindergarten round up parent meeting was held April 12.

Principal Moretz updated the board on several items and wanted to congratulate the FFA Program with the many successes they had at the State FFA Convention this past week. We had FOUR State Champions. Ag Business, Ag Sales, Radio Broadcasting, and Experience the Action. Runner-up was the 8th Grade Ag Impact team and 3rd Place went to our 7th Grade Ag CSI team. ALL received GOLD ratings and were on the stage to represent Montezuma. Great Job to Mr. Swenson and Mrs. Schanbacher!
He wanted to also recognize those students who participated in the Battle of the books as well. They were 7th out of 40 teams. Those students were Haley Roorda, Brayden Stockman, Lexi Ferneau and Haylie Moore. Thank you to Mrs. Semprini. Mr. Moretz indicated that our students continue to show how talented

they are here at Montezuma and that the Variety Show was another "wow" statement. Senior Awards day will be May 11th at 9:30AM with the Seniors last day being May 10.

Old Business
None

New Business

It was moved by Vince Johnson and properly seconded to move to have one section of 3rd grade for the 2017-18 school year. Motion carried 5-0.

It was moved by Jason Meyer and properly seconded to approve the agreement and addendum with Timberline Billing Service for the term of July 1, 2017 to June 30, 2020. Motion carried 5-0.

Personnel
Staff Resignations
None

Staff Appointments
None

Reports-
Business Manager-

Board Secretary-

Superintendent-
1. Legislative Update
2. Meeting Evaluation Form

Discussion

CLOSED SESSION FOR NEGOTIATIONS.
At 7:27 pm it was motioned by Cori Henkle and properly seconded that the board enter into closed session to discuss negotiations. Motion carried 5-0.

Adjournment
No further business appearing before the board, the meeting was on proper motion adjourned at 9:21pm

_____ _____

Board President Board Secretary

Balance Sheet - Combined
Period Ending: April 2017

	10 OPERATING FUND	21 STUDENT ACTIVITY FUND	22 MANAGEMENT FUND	33 CAPITAL PROJECTS FUND	36 PHYSICAL PLANT & EQUIPMENT	40 DEBT SERVICES FUND	61 SCHOOL NUTRITION FUND	Total
Total Assets and Deferred Outflows of Resources								
Current Assets								
101 000 0000 000 CASH IN BANK	639,085.92	66,014.46	223,142.12	109,563.47	174,017.06	386,253.49	35,105.78	1,633,182.30
103 000 0000 000 PETTY CASH	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
105 000 0000 000 CASH WITH FISCAL AGENTS	0.00	0.00	0.00	159,135.19	0.00	132,237.75	0.00	291,372.94
111 000 0000 000 INVESTMENTS	260,260.38	107,490.33	32,589.61	507,753.28	201,782.80	25,114.22	4,153.67	1,139,144.29
121 000 0000 000 TAXES RECEIVABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123 000 0000 000 NEXT YEAR'S PROPERTY TAXES	2,435,931.00	0.00	250,000.00	0.00	461,580.00	415,812.00	0.00	3,563,323.00
131 000 0000 000 INTERFUND LOANS RECEIVABLE UNDISTRIBUTE	30,000.00	0.00	0.00	0.00	0.00	21,000.00	0.00	51,000.00
141 000 0000 000 INTERGOV'T ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
144 000 0000 000 NEXT YEAR'S INCOME SURTAX	282,241.00	0.00	0.00	0.00	0.00	0.00	0.00	282,241.00
153 000 0000 000 OTHER ACCOUNTS RECEIVABLE UNDISTRIBUTED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
171 000 0000 000 INVENTORIES FOR CONSUMPTION	0.00	0.00	0.00	0.00	0.00	0.00	8,657.85	8,657.85
Current Assets	3,647,618.30	173,504.79	505,731.73	776,451.94	837,379.86	980,417.46	47,917.30	6,969,021.38
Fixed Assets								
241 000 0000 000 MACHINERY AND EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	170,402.00	170,402.00
242 000 0000 000 ACC DEPR ON MACHINERY & EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	(141,336.37)	(141,336.37)
Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	29,065.63	29,065.63
Other Assets								
321 000 0000 000 DEFERRED OUTFLOWS	0.00	0.00	0.00	0.00	0.00	0.00	1,043.00	1,043.00
322 000 0000 000 DEFERRED OUTFLOWS FOR CHANGE	0.00	0.00	0.00	0.00	0.00	0.00	12,585.00	12,585.00
324 000 0000 000 DEFERRED OUTFLOWS-PROPORTION CHANGE	0.00	0.00	0.00	0.00	0.00	0.00	1,454.00	1,454.00
325 000 0000 000 DEFERRED	0.00	0.00	0.00	0.00	0.00	0.00	9,015.00	9,015.00

	10 OPERATING FUND	21 STUDENT ACTIVITY FUND	22 MANAGEMENT FUND	33 CAPITAL PROJECTS FUND	36 PHYSICAL PLANT & EQUIPMENT	40 DEBT SERVICES FUND	61 SCHOOL NUTRITION FUND	Total
OUTFLOWS								
Other Assets	0.00	0.00	0.00	0.00	0.00	0.00	24,097.00	24,097.00
Total Assets and Deferred Outflows of Resources	3,647,618.30	173,504.79	505,731.73	776,451.94	837,379.86	980,417.46	101,079.93	7,022,184.01
Total Liabilities, Deferred Inflows of Resources, and Fund Equity								
Current Liabilities								
401 000 0000 000 INTERFUND LOANS PAYABLE UNDISTRIBUTED E	0.00	0.00	0.00	0.00	21,000.00	0.00	30,000.00	51,000.00
421 000 0000 000 ACCOUNTS PAYABLE	10,186.46	0.00	0.00	0.00	0.00	0.00	0.00	10,186.46
461 000 0000 000 EARLY RETIREMENT DUE WITHIN ONE YEAR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 000 0000 000 PAYROLL DED & WITHHOLDINGS	(6,579.73)	0.00	0.00	0.00	0.00	0.00	71.33	(6,508.40)
471 010 0000 000 PAYROLL DEDUCTS & WITHHOLDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 011 0000 000 SIT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 012 0000 000 PAYROLL DEDUCTS & WITHHOLDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 013 0000 000 PAYROLL DEDUCTS & WITHHOLDING	44.64	0.00	0.00	0.00	0.00	0.00	0.00	44.64
471 015 0000 000 PAYROLL DEDUCTS & WITHHOLDING	(82.47)	0.00	0.00	0.00	0.00	0.00	0.00	(82.47)
471 016 0000 000 LIFE INSURANCE PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 018 0000 000 PAYROLL DED & WITHHOLDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 020 0000 000 PAYROLL DED & WITHHOLDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 022 0000 000 PAYROLL DED & WITHHOLDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
483 000 0000 000 DEFERRED REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	3,875.74	3,875.74
Current Liabilities	3,568.90	0.00	0.00	0.00	21,000.00	0.00	33,947.07	58,515.97
Long-term Liabilities								
590 000 0000 000 OTHER LONG-TERM LIABILITIES	0.00	0.00	0.00	0.00	0.00	0.00	1,820.00	1,820.00

	10 OPERATING FUND	21 STUDENT ACTIVITY FUND	22 MANAGEMENT FUND	33 CAPITAL PROJECTS FUND	36 PHYSICAL PLANT & EQUIPMENT	40 DEBT SERVICES FUND	61 SCHOOL NUTRITION FUND	Total
593 000 0000 000 NET PENSION LIABILITY	0.00	0.00	0.00	0.00	0.00	0.00	67,861.00	67,861.00
Long-term Liabilities	0.00	0.00	0.00	0.00	0.00	0.00	69,681.00	69,681.00
Other Liabilities								
633 000 0000 000 DEFERRED INFLOWS FOR NET DIFFERENCES	0.00	0.00	0.00	0.00	0.00	0.00	15,172.00	15,172.00
Other Liabilities	0.00	0.00	0.00	0.00	0.00	0.00	15,172.00	15,172.00
Deferred Inflows of Resources								
621 000 0000 000 NEXT YEAR'S PROPERTY TAXES	2,435,931.00	0.00	250,000.00	0.00	461,580.00	415,812.00	0.00	3,563,323.00
622 000 0000 000 NEXT YEAR'S INCOME SURTAX	282,241.00	0.00	0.00	0.00	0.00	0.00	0.00	282,241.00
623 000 0000 000 EARLY RETIREMENT INSURANCE PREMIUMS	0.00	0.00	(1,468.87)	0.00	0.00	0.00	0.00	(1,468.87)
Deferred Inflows of Resources	2,718,172.00	0.00	248,531.13	0.00	461,580.00	415,812.00	0.00	3,844,095.13
Fund Balance								
728 000 0000 000 FUND BALANCE - REG. UNSPENT	0.00	0.00	0.00	0.00	0.00	564,196.46	0.00	564,196.46
729 000 0000 000 UNDESIGNATED/UNRES.FUND BAL.	0.00	0.00	257,200.60	776,451.94	354,799.86	409.00	0.00	1,388,861.40
729 000 1116 420 RESTRICTED AT-RISK	(10,927.32)	0.00	0.00	0.00	0.00	0.00	0.00	(10,927.32)
729 000 1118 470 RESTRICTED-TAG BALANCE	4,265.80	0.00	0.00	0.00	0.00	0.00	0.00	4,265.80
729 000 1119 420 RESTRICTED AT-RISK	32,409.87	0.00	0.00	0.00	0.00	0.00	0.00	32,409.87
729 000 3117 000 RESTRICTED-PRESCHOOL	27,814.92	0.00	0.00	0.00	0.00	0.00	0.00	27,814.92
729 000 3202 000 MENTORING FUND BALANCE	2,210.85	0.00	0.00	0.00	0.00	0.00	0.00	2,210.85
729 000 3204 000 RESTRICTED-TEACHER SALARY SUPPLEMENT	16,345.71	0.00	0.00	0.00	0.00	0.00	0.00	16,345.71
729 000 3216 000 IOWA EARLY INTERVENTION PGM.	(1,008.62)	0.00	0.00	0.00	0.00	0.00	0.00	(1,008.62)
729 000 3342 000 PROGRESSION FOR EARLY READERS	16,276.00	0.00	0.00	0.00	0.00	0.00	0.00	16,276.00
729 000 3373 000 RESTRICTED-CORE CURRICULUM	(3,136.58)	0.00	0.00	0.00	0.00	0.00	0.00	(3,136.58)

	10 OPERATING FUND	21 STUDENT ACTIVITY FUND	22 MANAGEMENT FUND	33 CAPITAL PROJECTS FUND	36 PHYSICAL PLANT & EQUIPMENT	40 DEBT SERVICES FUND	61 SCHOOL NUTRITION FUND	Total
729 000 3376 000 RESTRICTED-PROFESSIONAL DEVELOPMENT	20,313.55	0.00	0.00	0.00	0.00	0.00	0.00	20,313.55
729 000 3387 000 TEACHER LEADERSHIP FUND BALANCE	78,491.19	0.00	0.00	0.00	0.00	0.00	0.00	78,491.19
729 000 4501 431 TITLE I FUND BALANCE	(9,340.12)	0.00	0.00	0.00	0.00	0.00	0.00	(9,340.12)
729 000 4501 432 SINA FUND BALANCE	(2,482.15)	0.00	0.00	0.00	0.00	0.00	0.00	(2,482.15)
729 000 4521 000 PART B (DISCRETIONARY FUNDING)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
729 000 4531 000 PERKINS TITLE II BASIC GRANT	(6,418.12)	0.00	0.00	0.00	0.00	0.00	0.00	(6,418.12)
729 000 4634 214 RESTRICTED MEDICAID FUND BALANCE	31,664.62	0.00	0.00	0.00	0.00	0.00	0.00	31,664.62
729 000 6130 910 JH HERITAGE TRIP FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
729 000 6135 910 SPEECH/DRAMA FUND BALANCE	0.00	4,957.78	0.00	0.00	0.00	0.00	0.00	4,957.78
729 000 6222 910 WINTERGUARD FUND BALANCE	0.00	426.86	0.00	0.00	0.00	0.00	0.00	426.86
729 000 6226 910 VOCAL MUSIC FUND BALANCE	0.00	14,368.88	0.00	0.00	0.00	0.00	0.00	14,368.88
729 000 6227 910 BAND UNIFORMS FUND BALANCE	0.00	549.02	0.00	0.00	0.00	0.00	0.00	549.02
729 000 6640 920 TRACK FUND BALANCE	0.00	797.61	0.00	0.00	0.00	0.00	0.00	797.61
729 000 6645 920 CROSS COUNTRY FUND BALANCE	0.00	132.00	0.00	0.00	0.00	0.00	0.00	132.00
729 000 6660 920 WEIGHTROOM FUND BALANCE	0.00	5,453.95	0.00	0.00	0.00	0.00	0.00	5,453.95
729 000 6661 920 ATHLETICS FUND BALANCE	0.00	11,429.32	0.00	0.00	0.00	0.00	0.00	11,429.32
729 000 6720 920 FOOTBALL FUND BALANCE	0.00	2,155.50	0.00	0.00	0.00	0.00	0.00	2,155.50
729 000 6723 920 DISTRICT 6 FOOTBALL FUND BALANCE	0.00	427.83	0.00	0.00	0.00	0.00	0.00	427.83
729 000 6730 920 BASEBALL FUND BALANCE	0.00	(402.53)	0.00	0.00	0.00	0.00	0.00	(402.53)
729 000 6760 920 GOLF FUND BALANCE	0.00	724.46	0.00	0.00	0.00	0.00	0.00	724.46
729 000 6771 920 BOYS BASKETBALL FUND BALANCE	0.00	3,211.38	0.00	0.00	0.00	0.00	0.00	3,211.38
729 000 6810 920 GIRLS BASKETBALL FUND BALANCE	0.00	1,855.77	0.00	0.00	0.00	0.00	0.00	1,855.77

	10 OPERATING FUND	21 STUDENT ACTIVITY FUND	22 MANAGEMENT FUND	33 CAPITAL PROJECTS FUND	36 PHYSICAL PLANT & EQUIPMENT	40 DEBT SERVICES FUND	61 SCHOOL NUTRITION FUND	Total
729 000 6815 920 VOLLEYBALL FUND BALANCE	0.00	7,173.45	0.00	0.00	0.00	0.00	0.00	7,173.45
729 000 6835 920 SOFTBALL FUND BALANCE	0.00	993.57	0.00	0.00	0.00	0.00	0.00	993.57
729 000 6890 920 WRESTLING FUND BALANCE	0.00	7,772.61	0.00	0.00	0.00	0.00	0.00	7,772.61
729 000 7010 950 MATH CLUB FUND BALANCE	0.00	1,560.44	0.00	0.00	0.00	0.00	0.00	1,560.44
729 000 7018 950 ACADEMIC FAIR FUND BALANCE	0.00	197.28	0.00	0.00	0.00	0.00	0.00	197.28
729 000 7024 950 TORCH CLUB FUND BALANCE	0.00	1,209.39	0.00	0.00	0.00	0.00	0.00	1,209.39
729 000 7030 950 FFA FUND BALANCE	0.00	5,242.69	0.00	0.00	0.00	0.00	0.00	5,242.69
729 000 7035 950 CLASS OF 2018 FUND BALANCE	0.00	833.24	0.00	0.00	0.00	0.00	0.00	833.24
729 000 7036 950 JH STUDENT COUNCIL FUND BALANCE	0.00	1,297.02	0.00	0.00	0.00	0.00	0.00	1,297.02
729 000 7040 950 SH STUDENT COUNCIL FUND BALANCE	0.00	5,267.73	0.00	0.00	0.00	0.00	0.00	5,267.73
729 000 7041 950 FOOTBALL CHEERLEADERS FUND BALANCE	0.00	204.98	0.00	0.00	0.00	0.00	0.00	204.98
729 000 7043 950 BASKETBALL CHEERLEADERS FUND BALANCE	0.00	(112.50)	0.00	0.00	0.00	0.00	0.00	(112.50)
729 000 7048 950 CLASS OF 2017 FUND BALANCE	0.00	1,214.34	0.00	0.00	0.00	0.00	0.00	1,214.34
729 000 7050 950 SCTP FUND BALANCE	0.00	25,302.10	0.00	0.00	0.00	0.00	0.00	25,302.10
729 000 7052 950 SPANISH CLUB FUND BALANCE	0.00	27,540.19	0.00	0.00	0.00	0.00	0.00	27,540.19
729 000 7055 950 YEARBOOK FUND BALANCE	0.00	19,129.51	0.00	0.00	0.00	0.00	0.00	19,129.51
729 000 7060 950 ELEMENTARY ACTIVITIES FUND BALANCE	0.00	11,175.74	0.00	0.00	0.00	0.00	0.00	11,175.74
729 000 7062 950 CRESWELL MEMORIAL FUND BALANCE	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	3,000.00
729 000 7063 950 LONG FUND BALANCE	0.00	3,845.44	0.00	0.00	0.00	0.00	0.00	3,845.44
729 000 7065 950 HIGH SCHOOL ACTIVITIES FUND BALANCE	0.00	4,569.74	0.00	0.00	0.00	0.00	0.00	4,569.74
729 000 8004 000 RESTRICTED-PAC	11,679.15	0.00	0.00	0.00	0.00	0.00	0.00	11,679.15
729 000 8928 311 PROJECT LEAD-THE-WAY FUND BALANCE	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
759 000 0000 000 UNASSIGNED	716,718.65	0.00	0.00	0.00	0.00	0.00	0.00	716,718.65

	10 OPERATING FUND	21 STUDENT ACTIVITY FUND	22 MANAGEMENT FUND	33 CAPITAL PROJECTS FUND	36 PHYSICAL PLANT & EQUIPMENT	40 DEBT SERVICES FUND	61 SCHOOL NUTRITION FUND	Total
FUND BALANCE								
760 000 0000 000 RESERVED-FUND BALANCE UNDISTRIBUTED EXP	0.00	0.00	0.00	0.00	0.00	0.00	29,065.63	29,065.63
780 000 0000 000 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	(46,785.77)	(46,785.77)
Fund Balance	925,877.40	173,504.79	257,200.60	776,451.94	354,799.86	564,605.46	(17,720.14)	3,034,719.91
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	3,647,618.30	173,504.79	505,731.73	776,451.94	837,379.86	980,417.46	101,079.93	7,022,184.01

FUND BALANCES

	04/30/13	04/30/14	04/30/15	04/30/16	04/30/17
GENERAL FUND:					
BEGINNING BALANCE	$ 1,470,387.64	$ 1,154,769.67	$ 874,293.80	$ 705,142.79	$ 267,846.67
REVENUE RECEIVED	$ 832,155.53	$ 948,366.62	$ 925,058.70	$ 984,457.91	$ 1,061,558.39
EXPENSES	$ 490,684.85	$ 462,996.00	$ 424,659.53	$ 457,825.79	$ 430,058.76
ENDING BALANCE	$ 1,811,858.32	$ 1,640,140.29	$ 1,374,692.97	$ 1,231,774.91	$ 899,346.30
ACTIVITY FUND:					
BEGINNING BALANCE	$ 202,920.85	$ 148,243.21	$ 199,963.25	$ 185,266.17	$ 183,520.70
REVENUE RECEIVED	$ 45,681.09	$ 26,612.57	$ 33,164.96	$ 21,301.22	$ 11,516.64
EXPENSES	$ 37,161.44	$ 13,588.65	$ 25,453.16	$ 30,436.78	$ 21,532.55
ENDING BALANCE	$ 211,440.50	$ 161,267.13	$ 207,675.05	$ 176,130.61	$ 173,504.79
MANAGEMENT FUND:					
BEGINNING BALANCE	$ 280,904.78	$ 152,340.29	$ 105,234.23	$ 108,935.00	$ 178,776.13
REVENUE RECEIVED	$ 16,042.48	$ 41,019.62	$ 39,516.07	$ 66,035.67	$ 81,703.20
EXPENSES	$ 10,644.40	$ 6,928.74	$ 4,767.15	$ 4,594.54	$ 4,747.60
ENDING BALANCE	$ 286,302.86	$ 186,431.17	$ 139,983.15	$ 170,376.13	$ 255,731.73
CAPITAL PROJECTS FUND:					
BEGINNING BALANCE	$ 8,701,500.18	$ 3,384,920.34	$ 1,234,328.83	$ 904,304.64	$ 597,204.01
REVENUE RECEIVED	$ 67,022.49	$ 31,843.74	$ 38,866.62	$ 35,405.75	$ 35,229.88
EXPENSES	$ 408,547.95	$ 186,136.35	$ 110,262.31	$ 32,412.78	$ 15,117.14
ENDING BALANCE	$ 8,359,974.72	$ 3,230,627.73	$ 1,162,933.14	$ 907,297.61	$ 617,316.75
PPEL FUND:					
BEGINNING BALANCE	$ 253,975.26	$ 53,364.95	$ 21,115.28	$ 524,859.03	$ 231,079.05
REVENUE RECEIVED	$ 26,692.93	$ 27,893.06	$ 26,336.72	$ 149,542.86	$ 148,676.55
EXPENSES	$ 15,639.01	$ 4,242.54	$ 662.88	$ 21,036.81	$ 3,955.74
ENDING BALANCE	$ 265,029.18	$ 77,015.47	$ 46,789.12	$ 653,365.08	$ 375,799.86
DEBT SERVICE FUND:					
BEGINNING BALANCE	$ 226,834.65	$ 184,237.40	$ 331,779.91	$ 298,144.32	$ 277,480.18
REVENUE RECEIVED	$ 134,319.12	$ 137,210.85	$ 128,131.81	$ 195,587.68	$ 133,887.53
EXPENSES	$ -	$ -	$ -	$ 60,461.47	$ -
ENDING BALANCE	$ 361,153.77	$ 321,448.25	$ 459,911.72	$ 433,270.53	$ 411,367.71
LUNCH FUND:					
BEGINNING BALANCE	$ 39,979.32	$ 14,824.46	$ 32,442.06	$ 36,357.77	$ 37,674.68
REVENUE RECEIVED	$ 28,698.76	$ 29,345.94	$ 28,813.79	$ 33,021.14	$ 30,349.64
EXPENSES	$ 31,784.88	$ 31,578.59	$ 25,995.41	$ 30,989.33	$ 28,764.87
ENDING BALANCE	$ 36,893.20	$ 12,591.81	$ 35,260.44	$ 38,389.58	$ 39,259.45
TRUST & AGENCY FUNDS:					
BEGINNING BALANCE	$ 30,362.24	$ 25,277.95	$ 34,196.11	$ 45,932.84	$ 60,374.26
REVENUE RECEIVED	$ 501.29	$ 1,501.07	$ 501.48	$ 1.83	$ 1,025.01
EXPENSES	$ 80.00	$ 1,525.00	$ 25.00	$ 100.00	$ 58,066.12
ENDING BALANCE	$ 30,783.53	$ 25,254.02	$ 34,672.59	$ 45,834.67	$ 3,333.15

Fund: 21 STUDENT ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
21 729 000 6130 910	JH HERITAGE TRIP FUND BALANCE	1,504.70	1,504.70	0.00	0.00	0.00
21 729 000 6135 910	SPEECH/DRAMA FUND BALANCE	8,624.49	3,732.71	66.00	0.00	4,957.78
21 729 000 6222 910	WINTERGUARD FUND BALANCE	509.55	2,482.05	2,399.36	0.00	426.86
21 729 000 6223 910	INSTRUMENTAL MUSIC FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 729 000 6226 910	VOCAL MUSIC FUND BALANCE	4,191.51	2,180.90	12,358.27	0.00	14,368.88
21 729 000 6227 910	BAND UNIFORMS FUND BALANCE	1,513.23	1,160.00	195.79	0.00	549.02
21 729 000 6640 920	TRACK FUND BALANCE	270.61	0.00	527.00	0.00	797.61
21 729 000 6645 920	CROSS COUNTRY FUND BALANCE	207.00	75.00	0.00	0.00	132.00
21 729 000 6660 920	WEIGHTROOM FUND BALANCE	6,966.97	1,513.02	0.00	0.00	5,453.95
21 729 000 6661 920	ATHLETICS FUND BALANCE	479.56	44,017.26	54,967.02	0.00	11,429.32
21 729 000 6720 920	FOOTBALL FUND BALANCE	1,566.58	12,599.08	13,188.00	0.00	2,155.50
21 729 000 6723 920	DISTRICT 6 FOOTBALL FUND BALANCE	85.68	157.85	500.00	0.00	427.83
21 729 000 6730 920	BASEBALL FUND BALANCE	241.42	1,063.95	420.00	0.00	(402.53)
21 729 000 6760 920	GOLF FUND BALANCE	164.46	0.00	560.00	0.00	724.46
21 729 000 6771 920	BOYS BASKETBALL FUND BALANCE	1,163.11	4,870.35	6,918.62	0.00	3,211.38
21 729 000 6810 920	GIRLS BASKETBALL FUND BALANCE	1,380.28	4,825.06	5,300.55	0.00	1,855.77
21 729 000 6815 920	VOLLEYBALL FUND BALANCE	6,169.19	6,075.74	7,080.00	0.00	7,173.45
21 729 000 6835 920	SOFTBALL FUND BALANCE	141.57	2,026.00	2,878.00	0.00	993.57
21 729 000 6890 920	WRESTLING FUND BALANCE	3,067.45	2,946.59	7,651.75	0.00	7,772.61
21 729 000 7010 950	MATH CLUB FUND BALANCE	480.44	458.00	1,538.00	0.00	1,560.44
21 729 000 7018 950	ACADEMIC FAIR FUND BALANCE	197.28	0.00	0.00	0.00	197.28
21 729 000 7024 950	TORCH CLUB FUND BALANCE	1,624.39	415.00	0.00	0.00	1,209.39
21 729 000 7030 950	FFA FUND BALANCE	17,762.81	74,435.99	61,915.87	0.00	5,242.69
21 729 000 7035 950	CLASS OF 2018 FUND BALANCE	133.00	3,899.76	4,600.00	0.00	833.24
21 729 000 7036 950	JH STUDENT COUNCIL FUND BALANCE	1,381.02	84.00	0.00	0.00	1,297.02
21 729 000 7040 950	SH STUDENT COUNCIL FUND BALANCE	3,778.33	1,299.23	2,788.63	0.00	5,267.73
21 729 000 7041 950	FOOTBALL CHEERLEADERS FUND BALANCE	2,162.38	4,791.25	2,833.85	0.00	204.98
21 729 000 7042 950	COMPETITION CHEER FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 729 000 7043 950	BASKETBALL CHEERLEADERS FUND BALANCE	0.00	862.50	750.00	0.00	(112.50)
21 729 000 7048 950	CLASS OF 2017 FUND BALANCE	1,214.34	0.00	0.00	0.00	1,214.34
21 729 000 7050 950	SCTP FUND BALANCE	19,887.11	22,846.44	28,261.43	0.00	25,302.10
21 729 000 7052 950	SPANISH CLUB FUND BALANCE	19,630.21	10,680.13	18,590.11	0.00	27,540.19
21 729 000 7055 950	YEARBOOK FUND BALANCE	24,503.72	12,764.21	7,390.00	0.00	19,129.51
21 729 000 7060 950	ELEMENTARY ACTIVITIES FUND BALANCE	10,676.19	1,724.29	2,223.84	0.00	11,175.74
21 729 000 7061 950	MEMORIAL GARDEN FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 729 000 7062 950	CRESWELL MEMORIAL FUND BALANCE	0.00	0.00	3,000.00	0.00	3,000.00
21 729 000 7063 950	LONG FUND BALANCE	7,690.88	3,845.44	0.00	0.00	3,845.44
21 729 000 7065 950	HIGH SCHOOL ACTIVITIES FUND BALANCE	2,831.20	1,740.31	3,478.85	0.00	4,569.74

BOARD REPORT BILLS-MAY 17, 2017
MONTEZUMA COMMUNITY SCHOOLS

Vendor	Invoice	Description	Invoice Amt	Vendor Ttl
OPERATING FUND				
AHLERS & COONEY, P.C.	728598	LEGAL FEES	$ 63.00	$ 63.00
AUDAS SANITATION	97949	TRASH PICKUP	$ 500.00	$ 500.00
BAUER BUILT TIRE	270093318	BUS 9 TIRES	$ 587.26	$ 2,207.42
BAUER BUILT TIRE	270093548	TIRES	$ 1,620.16	
CARDMEMBER SERVICE	0225-040517-2	AED BATTERY, PADS, WALL MOUNT	$ 593.00	$ 1,940.40
CARDMEMBER SERVICE	0465-040517	BATTERY	$ 116.59	
CARDMEMBER SERVICE	0714,7164-	KITCHEN	$ 180.18	
CARDMEMBER SERVICE	3442-040517	TECH SUPPLIES	$ 166.50	
CARDMEMBER SERVICE	3902	HARD DRIVES	$ 77.07	
CARDMEMBER SERVICE	4416-040517	DELL HARD DRIVE	$ 44.97	
CARDMEMBER SERVICE	7643-040517	REPLACEMENT HARD DRIVES	$ 269.95	
CARDMEMBER SERVICE	8129	ART SUPPLIES	$ 230.38	
CARDMEMBER SERVICE	9293-040517	ART SUPPLIES	$ 261.76	
CEDAR FALLS COMMUNITY SCHOOLS	050117	FEB-APRIL SPED EXPENSE	$ 9,520.71	$ 9,520.71
CENTRAL IOWA SALVAGE & FABRICATION, LLC	1340	BUS8 REPAIR	$ 9.68	$ 9.68
DEPARTMENT OF EDUCATION	042817	BUS INSPECTION	$ 40.00	$ 440.00
DEPARTMENT OF EDUCATION	050517	BUS INSPECTION	$ 400.00	
DEPOT EXPRESS	043017	FUEL	$ 3,389.14	$ 3,389.14
ELITE SPORTS	515	ELEMENTARY TRACK MEET RIBBONS	$ 348.00	$ 348.00
FORD, LOREN	8992	LIME	$ 237.65	$ 237.65
HOMETOWN HARDWARE	050117	BUILDING SUPPLIES	$ 212.21	$ 212.21
INTERSTATE TRUCK REPAIR, INC	20647	BUS 9 REPAIR	$ 208.49	$ 208.49
IOWA ASSOC. OF SCHOOL BOARDS	IASBEVT0002373	COLLECTIVE BARGAINING CONFEREN(	$ 130.00	$ 130.00
IOWA CHILDREN'S MUSEUM	3340	FIELD TRIP	$ 120.00	$ 120.00
IOWA TESTING PROGRAMS	17-6393	ADDITIONAL	$ 15.79	$ 15.79
J.W. PEPPER & SON, INC.	11C60976	5TH, 6TH HONOR CHOIR MUSIC	$ 48.30	$ 255.62
J.W. PEPPER & SON, INC.	11C62087	5TH, 6TH HONOR CHOIR MUSIC	$ 21.00	
J.W. PEPPER & SON, INC.	11C6872	HONOR CHOIR MUSIC	$ 51.99	
J.W. PEPPER & SON, INC.	11C70765	5TH, 6TH HONOR CHOIR MUSIC	$ 69.69	
J.W. PEPPER & SON, INC.	11C73037	BAND MUSIC	$ 64.64	
JOSTENS	20096741	TASSELS	$ 136.92	$ 513.95
JOSTENS	700666	GRADUATION ITEMS	$ 276.31	
JOSTENS	701029	GRADUATION ITEMS	$ 100.72	
LAKESHORE LEARNING MATERIALS	2576730417	CLASSROOM MATERIALS-PAC	$ 242.56	$ 356.99
LAKESHORE LEARNING MATERIALS	2576770417	MOBILE ORGANIZER-PAC	$ 114.43	

LOWRY EQUIPMENT, INC.	12013L	MOWER PARTS	$ 68.95	$ 203.09
LOWRY EQUIPMENT, INC.	12063L	MOWER PATS	$ 134.14	
MALCOM LUMBER COMPANY	853934	ART ROOM LUMBER	$ 40.70	$ 323.09
MALCOM LUMBER COMPANY	854494	ROOF REPAIR	$ 63.78	
MALCOM LUMBER COMPANY	854879	SHOP CLASS	$ 15.99	
MALCOM LUMBER COMPANY	856319	GORILLA TAPE	$ 19.98	
MALCOM LUMBER COMPANY	857951	BATTING CAGE POLES	$ 155.70	
MALCOM LUMBER COMPANY	858647	GOAL POST SUPPLIES	$ 26.94	
MARTIN MARIETTA MATERIALS	20157654	LIME	$ 349.92	$ 349.92
MONTE MOTOR PARTS	042517	BUS SUPPLIES	$ 386.73	$ 386.73
MONTEZUMA COMMUNITY SCHOOLS	169	PLC LUNCH	$ 39.35	$ 39.35
PEOPLES SAVINGS BANK	D.STANFORD-	DENTAL	$ 26.40	$ 26.40
PERSONNEL CONCEPTS	9333981670	COMPLIANCE POSTERS	$ 1,470.66	$ 1,470.66
PITNEY BOWES, INC.	1004003113	RED INK	$ 122.38	$ 122.38
PORTABLE PRO, INC	36382	PORTABLE RESTROOMS	$ 190.00	$ 190.00
R&R RESTORATIONS	24051	TIRE REPAIR	$ 50.00	$ 115.00
R&R RESTORATIONS	24052	TIRE REPAIR	$ 40.00	
R&R RESTORATIONS	24079	SKID LOADER TIRE REPAIR	$ 25.00	
SIETSTRA, ANITA	042617	EXPENSE REIMB	$ 163.95	$ 163.95
TAYLOR, TRACI	050317	TEACHER APPRECIATION LUNCH	$ 57.94	$ 57.94
TEEN DRIVER	042717	DRIVER'S ED	$ 3,575.00	$ 3,575.00
THOMAS BUS SALES OF IOWA, INC	143149	BUS REPAIR PARTS	$ 174.14	$ 174.14
TIMBERLINE BILLING SERVICE LLC	11596	MEDICAID	$ 173.89	$ 173.89
TRUE VALUE COMMERCIAL SUPPLY	032817	MAINTENANCE SUPPLIES	$ 3,257.80	$ 4,256.69
TRUE VALUE COMMERCIAL SUPPLY	042617	BUILDING SUPPLIES	$ 998.89	
VANNOY CHEVROLET CO., INC.	042617	VEHICLE REPAIRS	$ 570.45	$ 570.45
WALMART STORES, INC. GEMB	000119	SPELLING BOWL	$ 51.05	$ 51.05
				$ 32,718.78

STUDENT ACTIVITY FUND

BELLE PLAINE COMMUNITY SCHOOLS	032817	3/28 TRACK MEET	$ 80.00	$ 180.00
BELLE PLAINE COMMUNITY SCHOOLS	042017	4/20 JH TRACK MEET	$ 100.00	
BLEVINS, GAYLE	042817	HITTING CAMP CLINICIAN	$ 1,000.00	$ 1,000.00
BLOOMING ENDEAVORS	4722	FLOWERS	$ 19.00	$ 44.00
BLOOMING ENDEAVORS	4765	FLOWERS	$ 25.00	
CAMERON, LARRY OR STACIE	041117	SCTP BRASS MAGNETS	$ 519.34	$ 519.34

CARDMEMBER SERVICE	1355,4900-040517	PROM SUPPLIES	$ 181.75	$ 415.85
CARDMEMBER SERVICE	1954-040517	CONFERENCE MEALS	$ 94.10	
CARDMEMBER SERVICE	9960-040517	STATE BB TICKETS	$ 140.00	
JUGS COMPANY, THE	0194-040517	SOFTBALL BATTING CAGE NET & KIT	$ 459.00	$ 459.00
BRAND, DARRELL G.	041117	4/11 OFFICIAL	$ 150.00	$ 300.00
BRAND, DARRELL G.	041817	4/18 OFFICIAL	$ 150.00	
BSN SPORTS	98851123	GIRLS TRACK CAPRI ORDER	$ 353.00	$ 353.00
COUNTRY INN BY CARLSON	609-621	FFA HOTEL	$ 3,465.28	$ 3,465.28
CROW SHOOTING SUPPLY, INC.	13972180.00	SCTP SHELLS	$ 1,617.00	$ 1,617.00
DEJONG, MARINDA	050917	SCTP SUPPLIES REIMB	$ 165.28	$ 165.28
EAST MARSHALL SCHOOL DISTRICT	041017	4/10 TRACK MEET	$ 75.00	$ 150.00
EAST MARSHALL SCHOOL DISTRICT	041317	4/13 TRACK MEET	$ 75.00	
EDDYVILLE-BLAKESBURG SCHOOLS	042417	4/24 JH TRACK MEET	$ 60.00	$ 165.00
EDDYVILLE-BLAKESBURG SCHOOLS	042517	4/25 TRACK MEET	$ 105.00	
ELITE SPORTS	516	PLAQUE	$ 23.55	$ 23.55
IOWA VALLEY COMMUNITY SCHOOLS	041017	4/10 TRACK MEET	$ 75.00	$ 150.00
IOWA VALLEY COMMUNITY SCHOOLS	050417	5/4 TRACK MEET	$ 75.00	
LIFETOUCH	22686831	ELEMENTARY YEARBOOKS	$ 408.49	$ 408.49
LIVING HISTORY FARMS	195516	FIELD TRIP	$ 325.50	$ 325.50
LOWN, SARAH	042917	PROM SUPPLIES REIMB	$ 49.79	$ 49.79
LYNNVILLE-SULLY COMM. SCHOOL	040417	4/4 TRACK MEET	$ 150.00	$ 150.00
MALCOM LUMBER COMPANY	853580	TRACK MEASURING TAPE	$ 31.99	$ 155.62
MALCOM LUMBER COMPANY	856681	TRACK MEASURING TAPE	$ 23.99	
MALCOM LUMBER COMPANY	858788	GREENHOUSE SUPPLIES	$ 99.64	
MESKWAKI SCHOOL DISTRICT	040717	4/7 TRACK MEET	$ 130.00	$ 130.00
MID-PRAIRIE COMMUNITY SCHOOL DISTRICT	041317	4/13 TRACK MEET	$ 75.00	$ 155.00
MID-PRAIRIE COMMUNITY SCHOOL DISTRICT	042017	4/20 TRACK MEET	$ 80.00	
MONTEZUMA COMMUNITY SCHOOLS, MJ	050817	GOLF TOURNAMENT COURSE FEE	$ 110.00	$ 230.00
MONTEZUMA COMMUNITY SCHOOLS, MJ	051217	GOLF SECTIONAL FEES	$ 60.00	
MONTEZUMA COMMUNITY SCHOOLS, MJ	051517	GIRLS REGIONAL GOLF	$ 60.00	
MONTEZUMA COMMUNITY SCHOOLS	170	PT CONFERENCE MEAL	$ 124.11	$ 124.11
NORTH MAHASKA SCHOOL DISTRICT	040617	4/6 TRACK MEET	$ 160.00	$ 160.00
PEKIN-PACKWOOD COMM. SCHOOLS	050217	5/2 JH TRACK MEET	$ 50.00	$ 50.00
PRAIRIE-CITY MONROE SCHOOLS	042417	4/24 TRACK MEET	$ 80.00	$ 160.00
PRAIRIE-CITY MONROE SCHOOLS	042717	4/27 TRACK MEET	$ 80.00	

SADLER SIGN/DESIGN	15999	SIGN UPDATE	$ 74.00	$	74.00
SCHANBACHER, LINDSEY	043017	SOILS FUEL	$ 53.78	$	1,819.00
SCHANBACHER, LINDSEY	043017-	KANSAS TURNPIKE	$ 13.25		
SCHANBACHER, LINDSEY	050117	SOIL JUDGING MATERIALS	$ 146.99		
SCHANBACHER, LINDSEY	050117-GAS	SOILS FUEL	$ 37.53		
SCHANBACHER, LINDSEY	050317	SOILS FUEL	$ 23.61		
SCHANBACHER, LINDSEY	050517	SOILS FUEL	$ 57.64		
SCHANBACHER, LINDSEY	35426726	SOILS HOTEL	$ 495.40		
SCHANBACHER, LINDSEY	35426731	SOILS HOTEL	$ 495.40		
SCHANBACHER, LINDSEY	4708	SOILS HOTEL	$ 495.40		
SIGNS BY FISHER	9409	SPANISH CLUB TSHIRTS, SIGN	$ 429.00	$	429.00
				$	13,427.81

PHYSICAL PLANT & EQUIPMENT

CEDAR FALLS COMMUNITY SCHOOLS	050117	FEB-APRIL SPED EXPENSE	$ 881.79	$	881.79
CRANSTON LANDSCAPING	2913	FOOTBALL FIELD SAND	$ 684.80	$	684.80
MANATT'S, INC.	848945	FOOTBALL FIELD SAND TRUCKING CH/	$ 234.80	$	234.80
SIMPLEX GRINNELL LP	79385410	FIRE ALARM INSPECTION	$ 3,924.96	$	3,924.96
SOFTWARE UNLIMITED, INC.	050117	SOFTWARE RENEWAL	$ 4,550.00	$	4,550.00
TIMECLOCK PLUS	422180	LICENSE FEE	$ 2,700.00	$	2,700.00
				$	12,976.35

SCHOOL NUTRITION FUND

ANDERSON-ERICKSON DAIRY CO.	327381	DAIRY	$ 435.82	$	1,866.87
ANDERSON-ERICKSON DAIRY CO.	330871	DAIRY	$ 418.33		
ANDERSON-ERICKSON DAIRY CO.	336232	DAIRY	$ 222.92		
ANDERSON-ERICKSON DAIRY CO.	337368	DAIRY	$ 237.60		
ANDERSON-ERICKSON DAIRY CO.	337869	DAIRY	$ 364.92		
ANDERSON-ERICKSON DAIRY CO.	339730	DAIRY	$ 187.28		
KECK, INC.	022217	COMMODITIES	$ 720.60	$	720.60
LOFFREDO	6285052	GROCERIES	$ 345.76	$	1,587.40
LOFFREDO	6291761	GROCERIES	$ 348.76		
LOFFREDO	6298199	GROCERIES	$ 439.99		
LOFFREDO	6305354	GROCERIES	$ 452.89		
MARTIN BROTHERS DISTRIBUTING	6632998	CATERING SUPPLIES	$ 217.91	$	10,445.69
MARTIN BROTHERS DISTRIBUTING	6660404	GROCERIES	$ 2,025.04		
MARTIN BROTHERS DISTRIBUTING	6671499	GROCERIES	$ 3,287.19		
MARTIN BROTHERS DISTRIBUTING	6677475	GROCERIES	$ 277.16		
MARTIN BROTHERS DISTRIBUTING	6688117	GROCERIES	$ 1,107.22		
MARTIN BROTHERS DISTRIBUTING	6688788	SHAFT SEAL & MOTOR	$ 458.95		
MARTIN BROTHERS DISTRIBUTING	6692893	GROCERIES	$ 2,389.46		
MARTIN BROTHERS DISTRIBUTING	6699526	GROCERIES	$ 682.76		
MONTEZUMA SUPER VALU	050117	CATERING FOOD	$ 37.02	$	37.02
REVTRAK	12484	APRIL FEE	$ 57.18	$	57.18

				$ 14,714.76
AGENCY FUND				
BLOOMING ENDEAVORS	4697	FLOWERS	$ 17.00	$ 67.00
BLOOMING ENDEAVORS	4721	FLOWERS	$ 25.00	
BLOOMING ENDEAVORS	4767	FLOWERS	$ 25.00	
MANAGEMENT FUND				
PEOPLES SAVINGS BANK	FY16 ER-0011	EARLY RETIREMENT INSURANCE	$ 1,425.17	$ 1,425.17
CAPITAL PROJECTS FUND				
PIPER JAFFRAY & CO	042417	DISSEMINATION AGENT SERVICES	$ 2,000.00	$ 2,000.00

Montezuma Community School District
Hot Lunch Report
April 30, 2017

RECEIPTS	April	Year to Date
Lunch*	15,637.33	147,699.65
Milk	0.00	6,410.50
Interest Earned	3.03	21.10
State Reimbursement	0.00	1,433.30
Federal Reimbursement	11,675.38	82,585.79
Rebates/Donations/Supplies	0.00	9.00
Catering Proceeds	2,663.73	26,831.57
Vending*	0.00	1,876.62
TOTAL RECEIPTS	**29,979.47**	**266,867.53**
Transfer from ISJIT	0.00	0.00
General Fund Loan	0.00	0.00
Less ISJIT Interest	(1.56)	(8.20)
GRAND TOTAL RECEIPTS	**29,977.91**	**266,859.33**

EXPENDITURES		
Labor Expenses	13,199.10	120,848.31
General Supplies	575.67	6,963.57
Catering Supplies/Food	1,319.25	13,105.47
Food	12,286.27	95,503.87
Vending/A la carte	1,014.41	12,490.52
Equip/Machinery	0.00	175.00
Furniture	0.00	0.00
Other/Refund	0.00	0.00
TOTAL EXPENSES	**28,394.70**	**249,086.74**
Purchased ISJIT	0.00	0.00
GRANDS TOTAL EXPENSES	**28,394.70**	**249,086.74**

	April	Year to Date
OPENING CASH BALANCE	33,522.57	17,333.19
Receipts	29,977.91	266,859.33
Expenditures	28,394.70	249,086.74
CLOSING CASH BALANCE	**35,105.78**	**35,105.78**

ISJIT ACCOUNT		
Balance	4,152.11	4,145.47
Purchased ISJIT	0.00	0.00
Transfer to Checking	0.00	0.00
Interest earned	1.56	8.20
ENDING BALANCE	**4,153.67**	**4,153.67**
TOTAL CASH AND INVESTMENT	**39,259.45**	**39,259.45**

	April	Year to Date	Previous YTD
Student Lunches	3,839	29,702	33,627
Adult Lunches	194	1,274	1,858
Free Lunches	1,471	11,020	15,411
Reduced Lunches	513	4,295	5,030
Total number of Lunches	**6,017**	**46,291**	55,926
Student Breakfast	984	6,037	2,930
Adult Breakfast	43	274	436
Free Breakfast	773	5,624	7,559
Reduced Breakfast	236	1,475	1,218
Total Breakfast	**2,036**	**13,410**	12,143
Total Days Served	**17**	**156**	160

Unaudited report-Does not reflect year end accrual adjustments.

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: C. *Good News*

1. Senior Scholarship Awards
2. School Board Recognition Month – May 2017

Scholarship winners 2017

Brownell Family Scholarships ($8000ea) – Grant Johnson, Tyler Meyer, Lauren Slings
Iowa State Bar Association Award – Allison Wheeler
DAR Good Citizen Scholarship Award – Allison Wheeler
Brandon Jon Smith Memorial Scholarship ($500ea) Shane Helm
Key Coopertative Scholarship Award – ($1000) – Shane Helm, Tyler Meyer
Indian Hills/County Bank Scholarship Awards ($600/ea) – River Webb, Saphire Gatton
Poweshiek County Pheasants Forever Scholarship –($500) Logan Price
Farm Bureau Scholarship Award –($1000) Tyler Meyer
Clifford L. Strovers Scholarship Award – ($500) Kale Latcham
Bear Creek Whitetails Chapter Scholarship – ($250) Logan Price
Alice Underwood Scholarship Award ($200ea)– Allison Wheeler, Kale Latcham
Math Scholarship Award –($100)- Tyler Meyer
FFA Outstanding Senior Scholarships: ($1000)- Shane Helm
FFA Rempp Scholarship ($500)– Tyler Meyer
Eugene Mann Memorial Scholarship – ($250) – Allison Wheeler
Kara Meyer Memorial Scholarship – ($250 ea) Shane Helm, Allison Wheeler, Tyler Meyer, Hunter Foubert, Anna Mallory, Grant Johnson, Austin Henry
Montezuam FFA Scholarshiip – ($250) – Hunter Foubert, ($250) Grant Johnson, ($750) Austin Henry
Circle U Scholarship Award – ($1000) – Shane Helm
National Champion Farm Business Management Scholarship – ($1000) – Shane Helm, Tyler Meyer, Hunter Foubert, Grant Johnson
National Ag Communications Scholarship – ($500) – Allison Wheeler
National Reserve Champion Individual Ag Communication Award – ($750) – Austin Henry
Kenneth & Ellen Cooperative Scholarship – ($1000) – Shane Helm
Theisen's Home-Farm Auto Scholarship – ($1000) – Grant Johnson, Allison Wheeler
Rabo Agrifinance Scholarship – ($1000) – Tyler Meyer
B&W Booster Club Scholarship ($300 ea)– Cole Cameron, Matt Baker, Kale Latcham, Carson Losure, Logan Price
Poweshiek County Leadership Award – ($300ea) Logan Price, Saphire Gatton
Dollars for Scholars – see list below
Bernie Saggau Award – Logan Price
American Legion Post 169 Scholarship Award ($200)– Allison Wheeler, Austin Henry
American Legion Auxiliary Scholarship Award – ($150/ea) Lauren Slings
Girls State Representative – Allison Wheeler
Shelly Long Memorial Scholarship Award –($1000) – Tessa Snook
Literary Club Scholarship ($250)– Emma Jennings, River Webb
Badger Trimble Scholarship Award ($650)– Emma Jennings, Jon Wedgewood
Women's Study Club Award –($150ea) Autumn Halsey, Kale Latcham
Army Reserve Scholar Athletes – Carson Losure, Saphire Gatton
United States Military Inductees – Cole Cameron, Blake Simpson, Jude Teumer
UNI Scholarship Awards ($2000)– Gaige Arendt, Matthew Baker
Governor's Scholar Recognition Award – Allison Wheeler
Des Moines Register All-State Academic Award – Allison Wheeler
Outstanding Senior Boy – Carson Losure
Outstanding Senior Girl – Allison Wheeler

SICL Academic All Activity Awards- Allison Wheeler, Tyler Meyer, Hunter Foubert, Grant Johnson, Shane Helm

Top 5 Senior Scholastic Awards – Allison Wheeler, Tyler Meyer, Kennedy Phillips, Hunter Foubert, Tailor Snook
ASI Scholarship Award – ($500) – Tailor Snook
Hixon Oportunity Award – ISU ($16,000) – Tyler Meyer
Iowa State Universty Scholarship Award ($20,000) – Tyler Meyer
Marshalltown Community Scholarship Award – Austin Henry
Northwestern College Presidential Scholarship Award – Allison Wheeler
Simpson College Scholarship Award – Hunter Foubert
Des Moines Area Community College Award – ($500) – Tessa Snook
Central College Scholarship Awards – Logan Price, Jon Wedgewood, Emma Jennings, Autum Hasley

Dollars for Scholars Awards 2017 ($300ea)

Haworth Family Award – Autumn Hasley

Berniece Watts Memorial – Matt Baker

Berniece Watts Memorial – Shane Helm

Betty Schmidt Memorial – Hunter Foubert

Bill Arendt Memorial – Gaige Arendt

Bob Fulton Memorial – Tailor Snook

Dorothy Sharer Memorial – Jon Wedgewood

Gayle L. Creswell Memorial – Lauren Slings

Glen & Irene Ross Memorial – Megan Facile

Gordon Braley Memorial – Anna Mallory

Harriett McKee Memorial – Alexis Maki

Jeff Spain Memorial – Tyler Meyer

Jim & Jan Hansen Memorial – Dominique Ward

Keith Watts Memorial – Eoin Lyons

Larry Schroedter Memorial – Allison Wheeler

Mary Ferguson Memorial – Emma Jennings

Mildred Corey Memorial – Carson Losure

Montezuma Community Award – Grant Johnson

Poweshiek Board of Realtors Award – Zach Townsend

Poweshiek Leadership Scholarship – Logan Price

Poweshiek Leadership Scholarship – Saphire Gatton

Montezuma Dollars for Scholars Award ($300 ea) – Ashley Vinton, Tyler Winburn, Dillon Wernimont, River Webb, Mackenzie Talbert, Dakota Strong, Tessa Snook, Mason Smith, Alyssa Kilmer, Kennedy Phillips, Blaine Ogan, Skylar Johnson, Austin Henry, Kyle Heidecker, Tanner Franklin, Jerica Clayton, Cole Cameron, Bob Broadston, Seth Cranston, Joel Cranston, Paden Maschmann, Kale Latcham

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: D. *Welcome Visitors*

Information: This is an opportunity for persons to address the Board of Directors. In order to do so properly they must have completed the "Request of Visitors" form and are subject to the rules as spelled out on the form. Depending on the topic being addressed it may be appropriate to review the Chain of Command if they are seeking action. This is not an action item and is placed on the agenda as a courtesy to our patrons.

Recommended Motion: Not allowed.

Persons requesting to speak (Names taken from "Request of Visitors" form):

Discussion:

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: E1. *Presentations*

Information:

1. Teacher Leadership
2. Principal Jones
3. Principal Moretz

Recommended Motion: None at this time.

Teacher Leadership School Board Report
May 2017

End of Year Items:

May/June: Planning for 2017-2018

- Collaborate with Administration on PD Focus Areas
- Goals (17-18)
- Finish End of Year TLC Report (Due June 30)
- May 22—TLC Team Meeting
- Finalize any PD opportunities

Mentor Program Update:

- Use of the Innovation Collaborative (Pilot Program)
  - Based on Charlotte Danielson's 6 clusters
  - Focus mentoring cycle on an individual cluster of the beginning teachers need
  - Engage in multiple clusters with lessons
  - Goal: Collaboration, feedback and continuous improvement for our beginning teachers
  - Training in August

Montezuma Community Schools
504 N 4th Street
Montezuma, IA 50171
Phone: 641.623.5129 Fax: 641.623.5733

Board Notes: May 2017

- ***Montezuma FAST / aReading Data***: The data below shows a comparison of our FAST Data to both the State of Iowa and AEA267 [Central Rivers).
    - We base our data on the aReading skills and comprehension data.

Grade Level	Reading	State	AEA
Pre-School	96.5%	62.4%	59.7%
K	92.7%	69.8%	68.1%
1st Grade	90%	67.7%	64%
2nd Grade	78.3%	65.9%	65%
3rd Grade	83.7%	65.9%	61.6%
4th Grade	82.1%	66.2%	62.9%
5th Grade	93.8%	66.9%	62.2%
6th Grade	68.8%	66.2%	59.1%

- ***A Great Place to Be!*** :: We had many terrific events in late April and May. I would like to thank everyone who participated from staff to community. It was great to see everyone come and make our school a fun place to be:
    - A Morning With Mom
    - 5th – 6th – 7th & 8th Grade Science Fair
    - The 4th Grade Iowa State Fair
    - Lunch on the Lawn
    - The Elementary Track Meet
    - K-12 Academic Recognition Assembly
    - 1st & 2nd Grade Outdoor Day
    - 3rd Grade students received bike helmets
    - Montezuma – North Mahaska Band Share
    - Field Trips

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G1. FY2018 Certified Budget

Information:

See attachments. There is a slight change in the ax rate from the previously approved certified budget due to the adjustment in the estimated utility tax replacement amount.

I did take this opportunity to lower the amount for management fund by $50,000 and increase the cash reserve levy by $50,000. This results in no change of the tax rate.

Recommended Motion:

Approve the FY 2018 Certified Budget as presented.

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

NOTICE OF PUBLIC HEARING
PROPOSED MONTEZUMA SCHOOL BUDGET SUMMARY
FISCAL YEAR 2017-2018

Department of Management - Form S-PB-8

		Budget 2018	Re-est. 2017	Actual 2016	Avg %16-18
Taxes Levied on Property	1	3,470,312	3,272,921	3,272,923	3.0%
Utility Replacement Excise Tax	2	192,209	92,255	92,257	44.3%
Income Surtaxes	3	240,000	241,684	241,684	-0.4%
Tuition\Transportation Received	4	160,000	164,615	164,615	
Earnings on Investments	5	2,000	3,324	4,078	
Nutrition Program Sales	6	185,000	185,000	170,978	
Student Activities and Sales	7	218,738	218,738	218,738	
Other Revenues from Local Sources	8	155,119	175,574	175,814	
Revenue from Intermediary Sources	9	0	0	0	
State Foundation Aid	10	2,827,605	2,421,346	2,421,346	
Instructional Support State Aid	11	9,103	0	0	
Other State Sources	12	527,000	531,254	531,255	
Commercial & Industrial State Replacement	13	25,413	25,233	25,235	
Title 1 Grants	14	68,206	68,206	68,206	
IDEA and Other Federal Sources	15	347,669	347,669	347,670	
Total Revenues	16	8,428,374	7,747,819	7,734,799	
General Long-Term Debt Proceeds	17	0	1,225,000	1,225,000	
Transfers In	18	628,000	918,841	918,842	
Proceeds of Fixed Asset Dispositions	19	0	600	600	
Total Revenues & Other Sources	20	9,056,374	9,892,260	9,879,241	
Beginning Fund Balance	21	2,890,627	2,153,567	5,302,793	
Total Resources	22	11,947,001	12,045,827	15,182,034	
***Instruction**	23	4,688,216	4,637,552	4,637,556	0.5%
Student Support Services	24	54,000	53,584	53,584	
Instructional Staff Support Services	25	92,000	91,330	91,331	
General Administration	26	201,167	203,788	211,039	
School/Building Administration	27	337,250	335,916	328,666	
Business & Central Administration	28	123,955	126,747	126,749	
Plant Operation and Maintenance	29	506,917	506,877	506,878	
Student Transportation	30	297,717	296,649	296,650	
This row is intentionally left blank	31	0	0	0	
***Total Support Services (lines 24-31)**	31A	1,613,006	1,614,891	1,614,897	-0.1%
***Noninstructional Programs**	32	285,000	285,000	288,217	-0.6%
Facilities Acquisition and Construction	33	0	416,157	4,298,981	
Debt Service	34	1,048,000	1,028,622	1,028,623	
AEA Support - Direct to AEA	35	251,277	243,910	229,320	
***Total Other Expenditures (lines 33-35)**	35A	1,299,277	1,688,689	5,556,924	-51.7%
Total Expenditures	36	7,885,499	8,226,132	12,097,594	
Transfers Out	37	628,000	929,068	930,873	
Total Expenditures & Other Uses	38	8,513,499	9,155,200	13,028,467	
Ending Fund Balance	39	3,433,502	2,890,627	2,153,567	
Total Requirements	40	11,947,001	12,045,827	15,182,034	

Proposed Tax Rate (per $1,000 taxable valuation) 12.87985

Location of Public Hearing: **Montezuma School, Elementary Library**

Date of Hearing: **05/17/17** *xx/xx/xx*

Time of Hearing: **6:30pm**

The Board of Directors will conduct a public hearing on the proposed 2017/18 school budget at the above-noted location and time. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the district secretary. A copy of the details will be furnished upon request.

Department of Management - Form S-PB-6

NOTICE OF PUBLIC HEARING
PROPOSED MONTEZUMA SCHOOL BUDGET SUMMARY
FISCAL YEAR 2017-2018

Location of Public Hearing: Montezuma School, Elementary Library #REF!

Date of Hearing: 05/17/17

Time of Hearing: 6:30pm

The Board of Directors will conduct a public hearing on the proposed 2017/18 school budget at the above-noted location and time. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the district secretary. A copy of the details will be furnished upon request.

		Budget 2018	Re-est. 2017	Actual 2016	Avg %16-18
Taxes Levied on Property	1	3,470,312	3,272,921	3,272,923	3.0%
Utility Replacement Excise Tax	2	192,209	92,255	92,257	44.3%
Income Surtaxes	3	240,000	241,684	241,684	-0.4%
Tuition\Transportation Received	4	160,000	164,615	164,615	
Earnings on Investments	5	2,000	3,324	4,078	
Nutrition Program Sales	6	185,000	185,000	170,978	
Student Activities and Sales	7	218,738	218,738	218,738	
Other Revenues from Local Sources	8	155,119	175,574	175,814	
Revenue from Intermediary Sources	9	0	0	0	
State Foundation Aid	10	2,827,605	2,421,346	2,421,346	
Instructional Support State Aid	11	9,103	0	0	
Other State Sources	12	527,000	531,254	531,255	
Commercial & Industrial State Replacement	13	25,413	25,233	25,235	
Title 1 Grants	14	68,206	68,206	68,206	
IDEA & Other Federal Sources	15	347,669	347,669	347,670	
Total Revenues	16	8,428,374	7,747,819	7,734,799	
General Long-Term Debt Proceeds	17	0	1,225,000	1,225,000	
Transfers In	18	628,000	918,841	918,842	
Proceeds of Fixed Asset Dispositions	19	0	600	600	
Total Revenues & Other Sources	20	9,056,374	9,892,260	9,879,241	
Beginning Fund Balance	21	2,890,627	2,153,567	5,302,793	
Total Resources	22	11,947,001	12,045,827	15,182,034	
***Instruction**	23	4,688,216	4,637,552	4,637,556	0.5%
Student Support Services	24	54,000	53,584	53,584	
Instructional Staff Support Services	25	92,000	91,330	91,331	
General Administration	26	201,167	203,788	211,039	
School/Building Administration	27	337,250	335,916	328,666	
Business & Central Administration	28	123,955	126,747	126,749	
Plant Operation and Maintenance	29	506,917	506,877	506,878	
Student Transportation	30	297,717	296,649	296,650	
This row is intentionally left blank	31	0	0	0	
***Total Support Services (lines 24-31)**	31A	1,613,006	1,614,891	1,614,897	-0.1%
***Noninstructional Programs**	32	285,000	285,000	288,217	-0.6%
Facilities Acquisition and Construction	33	0	416,157	4,298,981	
Debt Service	34	1,048,000	1,028,622	1,028,623	
AEA Support - Direct to AEA	35	251,277	243,910	229,320	
***Total Other Expenditures (lines 33-35)**	35A	1,299,277	1,688,689	5,556,924	-51.7%
Total Expenditures	36	7,885,499	8,226,132	12,097,594	
Transfers Out	37	628,000	929,068	930,873	
Total Expenditures & Other Uses	38	8,513,499	9,155,200	13,028,467	
Ending Fund Balance	39	3,433,502	2,890,627	2,153,567	
Total Requirements	40	11,947,001	12,045,827	15,182,034	
Proposed Property Tax Rate (per $1,000 taxable valuation)		12.87985			

ADOPTION OF BUDGET AND TAXES
JULY 1, 2017-JUNE 30, 2018

Department of Management - Form S-TX

MONTEZUMA

District Number 4437

Total Special Program Funding

Instructional Support (A&L line 10.5)	097	350,660
Educational Improvement (A&L line 11.3)	099	0
Voted Physical Plant & Equipment (A&L line 19.3)	105	381,043

Special Program Income Surtax Rates

Instructional Support (A&L line 10.15)	096	8
Educational Improvement (A&L line 11.4)	098	0
Voted Physical Plant & Equipment (A&L line 19.4)	104	0

Utility Replacement and Property Taxes Adopted

		Utility Replacement AND Property Tax Dollars	Levy Rate	Property Taxes Levied	Estimated Utility Replacement Dollars
Levy to Fund Combined District Cost (A&L line 15.3)	1	2,254,300			
+Educational Improvement Levy (A&L line 15.5)	2	0			
+Cash Reserve Levy - SBRC (A&L line 15.9)	3	150,000			
+Cash Reserve Levy - Other (A&L line 15.10)	4	200,000			
-Use of Fund Balance to Reduce Levy (A&L line 15.11)	5	0			
=Subtotal General Fund Levy (A&L line 15.14)	6	2,604,300	9.15844	2,467,625	136,675
+Instructional Support Levy (A&L line 15.13)	7	63,326	.22270	60,004	3,322
=Total General Fund Levy (A&L line 15.12)	8	2,667,626	9.38114	2,527,629	139,997
	9				
Management	10	100,000	.35167	94,753	5,247
Amana Library	11	0	.00000	0	0
Voted Physical Plant & Equipment (Loan Agreement)	12	363,000			
+Voted Physical Plant & Equipment (Capital Project)	13	18,043			
=Subtotal Voted Physical Plant & Equipment	14	381,043	1.34000	361,046	19,997
+Regular Physical Plant & Equipment	15	93,839	.33000	88,914	4,925
=Total Physical Plant & Equipment	16	474,882			
	17				
Reorganization Equalization Levy	18	0	.00000	0	0
Emergency Levy (for Disaster Recovery)	19	0	.00000	0	0
Public Education/Recreation (Playground)	20	0	.00000	0	0
Debt Service	21	420,013	1.47704	397,970	22,043
GRAND TOTAL	22	3,662,521	12.87985	3,470,312	192,209

1-1-16 Taxable Valuation	WITH Gas & Electric Utilitie	284,360,689	WITHOUT Gas&Elec	269,437,302
1-1-16 Tax Increment Valuation	WITH Gas & Electric Utilities	0	WITHOUT Gas&Elec	0
1-1-16 Debt Service, PPEL, ISL Valuation	WITH Gas & Electric Utilities	284,360,689	WITHOUT Gas&Elec	269,437,302

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

____The prescribed Notice of Public Hearing and Proposed Budget Summary (Form S-PB) was lawfully published, with said publication being evidenced by verified and filed proof of publication.

____The budget hearing notice was published not less than 10 days, nor more than 20 days, prior to the budget hearing.

____Adopted property taxes do not exceed published amounts.

____Adopted expenditures do not exceed published amounts for any of the four individual expenditure categories, or in total.

____Adopted property taxes meet the debt service and loan agreement needs identified on Form 703. Debt service levy for GO bond payments only.

____This budget was certified on or before April 17, 2017.

_____ District Secretary

_____ County Auditor

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G2. Policy Updates

Information:

Several policies in the 400 series needed a revision because of the changes to Iowa Code Chapter 20. The change is minor. Reference to the "Master Contract" needs to be removed from each policy to reflect the fact the topic of the policy is no longer negotiable nor meant to be part of the master contract. This is a one-time action by the board to revise.

Recommended Motion:

Approve the revisions to the 400 series policies

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

Code No. 400

ROLE OF AND GUIDING PRINCIPLES FOR EMPLOYEES

This series of the board policy manual is devoted to the board's goals and objectives for employees in the performance of their jobs. Employees provide a variety of important services for the children of the school district community. They may be teaching or assisting in the classroom, working in the office, maintaining the facilities, driving or repairing the school buses, or cooking lunches. Each employee plays a vital role in providing an equal opportunity for a quality education for students commensurate with the students' individual needs. While the teachers have the most direct impact on the formal instruction of students, all employees have an impact on the school environment by their dedication to their work and their actions. As role models for the students, employees shall promote a cooperative, enthusiastic, and supportive learning environment for the students.

In striving to achieve a quality education program, the board's goal is to obtain and retain qualified and effective employees. The board shall have complete discretion to determine the number, the qualifications, and the duties of the positions and the school district's standards of acceptable performance. It shall be the responsibility of the superintendent to make recommendations to the board in these areas prior to board action. The board recognizes its duty to bargain collectively with duly certified collective bargaining units. To the extent a group of employees has a recognized collective bargaining unit, the provisions of the master contract regarding such topics shall prevail.

Board policies in this series relating to general employees shall apply to employees regardless of their position as a licensed employee, classified employee, substitute or administrator. Board policies relating to licensed employees shall apply to positions that require a teaching license or administrator's certificate or other professional license, certificate or endorsement, unless administrative positions are specifically excluded from the policy. Classified employees' policies included in this series shall apply to positions that do not fall within the definition of licensed employee.

Approved 12-17-14 Reviewed 5-17-17 Revised 5-17-17

Code No. 403.1

EMPLOYEE PHYSICAL EXAMINATIONS

The Montezuma Community School District believes good health is important to job performance. School bus drivers will present evidence of good health upon initial hire and every other year in the form of a physical examination report, unless otherwise required by law or medical opinion. All other employees shall present evidence of good health, in the form of a post-offer, pre-employment physical examination report.

The employee will pay the cost of the initial examination. The form indicating the employee is able to perform the duties, with or without reasonable accommodation, for which the employee was hired, must be returned prior to the performance of duties. The cost of bus driver renewal physicals will be paid by the school district up to a maximum of $100. The school district will provide the standard examination form to be completed by the personal physician of the employee or a certified medical examiner for bus drivers.

Employees whose physical or mental health, in the judgment of the administration, may be in doubt will submit to additional examinations to the extent job-related and consistent with business necessity, when requested to do so, at the expense of the school district.

The district will comply with occupational safety and health requirements as applicable to its employees in accordance with law.

Legal Reference: 29 C.F.R. § 1910.1030.
49 C.F.R. §§ 391.41 – 391.49.
Iowa Code §§ 20; 279.8; 321.376.
281 I.A.C. 43.15; 43.17.

Cross Reference: 403 Employees' Health and Well-Being

Approved 5-17-17 Reviewed 5-17-17 Revised 5-17-17

MONTEZUMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a licensed position, other than administrative positions which will be employed in accordance with board policies in Series 300, "Administration," will have an opportunity to apply and qualify for licensed positions in the school district ~~without regard to age, race, creed, color, sex, national origin, religion, sexual orientation, gender identity or disability.~~ in accordance with applicable laws and school district policies regarding equal employment. Job applicants for licensed positions will be considered on the basis of the following:

- Training, experience, and skill;
- Nature of the occupation;
- Demonstrated competence; and
- Possession of, or ability to obtain, state license if required for the position.

All job openings shall be submitted to the Iowa Department of Education for posting on TeachIowa, the online state job posting system. Additional announcements of the position may occur in a manner which the superintendent believes will inform potential applicants about the position. Whenever possible, the preliminary screening of applicants will be conducted by the administrator who will be directly supervising and overseeing the person being hired.

~~Announcement of the position is in a manner which the superintendent believes will inform potential applicants about the position. Applications for employment may be obtained from and completed applications are returned to the school district administrative office.~~

The board will employ licensed employees after receiving a recommendation from the superintendent. However, the superintendent will have the authority to employ a licensed employee on a temporary basis until a recommendation can be made and action can be taken by the board on the position.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding qualifications, recruitment and selections of such employees is followed.~~

Legal Reference:
29 U.S.C. §§ 621-634
42 U.S.C. §§ 2000e, 12101 *et seq.*
Iowa Code §§ 20; 35C; 216; 279.13.
281 I.A.C. 12.
282 I.A.C. 14.
1980 Op. Att'y Gen. 367.

Cross Reference:
401.2 Equal Employment Opportunity
405 Licensed Employees - General
410.1 Substitute Teachers

Approved 1-21-15 Reviewed 5-17-17 Revised 5-17-17

LICENSED EMPLOYEE ASSIGNMENT

Determining the assignment of each licensed employee is the responsibility of and within the sole discretion of the board. In making such assignments the board will consider the qualifications of each licensed employee and the needs of the school district.

It is the responsibility of the superintendent to make recommendations to the board regarding the assignment of licensed employees.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding assignment of such employees will be followed.~~

Legal Reference: Iowa Code §§ 20.9; 279.8 (2010).

Cross Reference: 200.3 Powers of the Board of Directors

Approved 1-21-15 Reviewed 5-17-17 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE TRANSFERS

Determining the location where an employee's assignment will be carried out is the responsibility and within the sole discretion of the board. In making such assignments the board will consider the qualifications of each licensed employee and the needs of the school district.

A transfer may be initiated by the employee, the principal, or the superintendent.

It is the responsibility of the superintendent to make recommendations to the board regarding the transfer of licensed employees.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding transfers of employees will be followed.~~

Legal Reference: Iowa Code §§ 216.14; 279.8.

Cross Reference: 405.2 Licensed Employee Qualifications, Recruitment, Selection
405.6 Licensed Employee Assignment

Approved 1-21-15 Reviewed 5-17-17 Revised 5-17-17

LICENSED EMPLOYEE EVALUATION

Evaluation of licensed employees on their skills, abilities, and competence is an ongoing process supervised by the building principals and conducted by approved evaluators. The goal of the formal evaluation of licensed employees, other than administrators, but including extracurricular employees, is to improve the education program, to maintain licensed employees who meet or exceed the board's standards of performance, to clarify the licensed employee's role, to ascertain the areas in need of improvement, to clarify the immediate priorities of the board, and to develop a working relationship between the administrators and other employees.

The formal evaluation criteria is in writing and approved by the board. The formal evaluation will provide an opportunity for the evaluator and the licensed employee to discuss the past year's performance and the future areas of growth. The formal evaluation is completed by the evaluator, signed by the licensed employee and filed in the licensed employee's personnel file. This policy supports, and does not preclude, the ongoing informal evaluation of the licensed employee's skills, abilities and competence.

Licensed employees will be required to:

- Demonstrate the ability to enhance academic performance and support for and implementation of the school district's student achievement goals.
- Demonstrate competency in content knowledge appropriate to the teaching position.
- Demonstrate competency in planning and preparation for instruction.
- Use strategies to deliver instruction that meets the multiple learning needs of students.
- Use a variety of methods to monitor student learning.
- Demonstrate competence in classroom management.
- Engage in professional growth.
- Fulfill professional responsibilities established by the school district.

It is the responsibility of the superintendent to ensure licensed employees are evaluated. New and probationary licensed employees are evaluated at least twice each year.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding evaluation of such employees will be followed.~~

Legal Reference: Iowa Code §§ 20.9; 279, 284, 294.
Aplington Community School District v. PERB, 392 N.W.2d 495 (Iowa 1986).
Saydel Education Association v. PERB, 333 N.W.2d 486 (Iowa 1983).
281 I.A.C. 83; 12.3

Cross Reference: 405.2 Licensed Employee Qualifications, Recruitment, Selection
405.9 Licensed Employee Probationary Status

Approved 1-21-15 Reviewed 5-17-17 Revised 5-17-17

Code No. 406.5

LICENSED EMPLOYEE GROUP ~~INSURANCE~~ BENEFITS

~~Licensed employees are eligible for group insurance and health benefits. The board will select the group insurance program and the insurance company which will provide the program.~~

~~This policy statement does not guarantee a certain level of benefits. The board will have the authority and right to change group insurance programs for its licensed employees.~~

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the group insurance benefits of such employees will be followed.~~

Licensed employees may be eligible for group benefits as determined by the board and required by law. The board will select the group benefit program(s) and the insurance company or third party administrator which will provide or administer the program.

In accordance with the Patient Protection and Affordable Care Act (ACA), the board will offer licensed employees who work an average of at least thirty (30) hours per week or one hundred thirty (130) hours per month, based on the measurement method adopted by the board, with minimum essential coverage that is both affordable and provides minimum value. The board will have the authority and right to change or eliminate group benefit programs, other than the group health plan, for its licensed employees.

Licensed employees who work an average of at least thirty (30) hours per week or one hundred thirty (130) hours per month, based on the measurement method adopted by the board, are eligible to participate in the group health plan. Licensed employees who work 30 hours per week are eligible to participate in life and long-term disability group insurance plans. Employers should maintain documents regarding eligible employees acceptance and rejection of coverage.

Regular part-time employees (i.e., employees who work less than 30 hours per week or 130 hours per month for health benefit purposes or employees who work less than 30 hours per week for benefits other than health) who wish to purchase coverage may participate in group benefit programs by meeting the requirements of the applicable plan. Full-time and regular part-time licensed employees who wish to purchase coverage for their spouse or dependents may do so by meeting the requirements of the applicable plan.

Licensed employees and their spouse and dependents may be allowed to continue coverage of the school district's group health program if they cease employment with the school district by meeting the requirements of the plan.

Legal Reference: Iowa Code §§ 20.9; 85; 85B; 279.12, .27; 509; 509A; 509B.
Internal Revenue Code § 4980H(c)(4); Treas. Reg. § 54.4980H-1(a)(21)(ii).
Shared Responsibility for Employers Regarding Health Coverage, 26 CFR Parts 1, 54 and 301, 78 Fed. Reg. 217, (Jan 2, 2013).
Shared Responsibility for Employers Regarding Health Coverage, 26 CFR Parts 1, 54 and 301, 79 Fed. Reg. 8543 (Feb. 12, 2014).

Cross Reference: 405.1 Licensed Employee Defined
706.2 Payroll Deductions

Approved 5-17-17 Reviewed 5-17-17 Revised 5-17-17

LICENSED EMPLOYEE REDUCTION IN FORCE

The board has the exclusive authority to determine the appropriate number of licensed employees. A reduction of licensed employees may occur as a result of, but not be limited to, changes in the education program, staff realignment, changes in the size or nature of the student population, financial situation considerations, and other reasons deemed relevant by the board.

The reduction in licensed employees, other than administrators, will be done through normal attrition if possible. If normal attrition does not meet the necessary reduction in force required, the board may terminate licensed employees.

It is the responsibility of the superintendent to make a recommendation for termination to the board. The superintendent shall consider the following criteria in making the recommendations:

- Endorsements and educational preparation within the grade level and subject areas in which the employee is now performing;
- Relative skills, ability and demonstrated performance;
- Qualifications for co-curricular programs; and
- Number of continuous years of service to the school district. This will be considered only when the foregoing factors are relatively equal between licensed employees.

Due process for terminations due to a reduction in force will be followed.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the reduction in force of such employees will be followed.~~

Legal Reference: Iowa Code §§ 279

Cross Reference:
407.5 Licensed Employee Suspension
413.6 Classified Employee Reduction in Force
703 Budget

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE PROFESSIONAL DEVELOPMENT

The board encourages licensed employees to attend and participate in professional development activities to maintain, develop, and extend their skills. The board will maintain and support an in-service program for licensed employees.

Requests for attendance or participation in a development program, other than those development programs sponsored by the school district, is made to the superintendent. Approval of the superintendent must be obtained prior to attendance by a licensed employee in a professional development program when the attendance would result in the licensed employee being excused from their duties or when the school district pays the expenses for the program.

The superintendent will have sole discretion to allow or disallow licensed employees to attend or participate in the requested event. When making this determination, the superintendent will consider the value of the program for the licensed employee and the school district, the effect of the licensed employee's absence on the education program and school district operations and the school district's financial situation as well as other factors deemed relevant in the judgment of the superintendent. Requests that involve unusual expenses or overnight travel must also be approved by the board.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding professional development of such employees will be followed.~~

Legal Reference: Iowa Code § 279.8.
281 I.A.C. 12.7; 83.6

Cross Reference: 414.10 Classified Employee Professional Purposes Leave

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE VACATION - HOLIDAYS - PERSONAL LEAVE

The board will determine the amount of vacation, holidays, and personal leave that will be allowed on an annual basis for licensed employees.

It is the responsibility of the superintendent to make a recommendation to the board annually on vacations, holidays, and personal leave for licensed employees.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the vacations, holidays and personal leave of such employees will be followed.~~

Legal Reference: Iowa Code §§ 1C; 4.1(34); 20.9.

Cross Reference: 414.1 Classified Employee Vacations - Holidays - Personal Leave
601.1 School Calendar

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE PERSONAL ILLNESS LEAVE

Licensed employees will be granted ten days of sick leave in their first year of employment. Each year thereafter, one additional day of sick leave will be granted to the licensed employees up to a maximum of fifteen days. "Day" is defined as one work day regardless of full-time or part-time status of the employee. A new employee will report for work at least one full work day prior to receiving sick leave benefits. A returning employee will be granted the appropriate number of days at the beginning of each fiscal year.

Sick leave may be accumulated up to a maximum of 105 days for licensed employees.

Should the personal illness occur after or extend beyond the sick leave accumulated allowance, the employee may apply for disability benefits under the group insurance plan. If the employee does not qualify for disability benefits, the employee may request a leave of absence without pay.

Evidence may be required regarding the mental or physical health of the employee when the administration has a concern about the employee's health. Evidence may also be required to confirm the employee's illness, the need for the illness leave, the employee's ability to return to work, and the employee's capability to perform the duties of the employee's position. It is within the discretion of the board or the superintendent to determine the type and amount of evidence necessary. When an illness leave will be greater than three consecutive days, the employee will comply with the board policy regarding family and medical leave.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the personal illness leave of such employees will be followed.~~

Legal Reference: 29 U.S.C. §§ 2601 *et seq*.
29 C.F.R. § 825.
Iowa Code §§ 20; 85; 216; 279.40.
Whitney v. Rural Ind. School District, 232 Iowa 61, 4 N.W.2d 394 (1942).

Cross Reference: 403.2 Employee Injury on the Job
409.3 Licensed Employee Family and Medical Leave
409.9 Licensed Employee Unpaid Leave

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

Code No. 409.3

LICENSED EMPLOYEE FAMILY AND MEDICAL LEAVE

Unpaid family and medical leave will be granted up to 12 weeks per year to assist employees in balancing family and work life. For purposes of this policy, year is defined as fiscal year. Requests for family and medical leave will be made to the superintendent.

Employees may be allowed to substitute paid leave for unpaid family and medical leave by meeting the requirements set out in the family and medical leave administrative rules. Employees eligible for family and medical leave must comply with the family and medical leave administrative rules prior to starting family and medical leave. It is the responsibility of the superintendent to develop administrative rules to implement this policy.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding family and medical leave of such employees will be followed.~~

Legal Reference: 29 U.S.C. §§ 2601 *et seq*.
29 C.F.R. § 825
Iowa Code §§ 20; 85; 216; 279.40.
Whitney v. Rural Ind. School. District, 232 Iowa 61, 4 N.W.2d 394 (1942).

Cross Reference: 409.2 Licensed Employee Personal Illness Leave
409.9 Licensed Employee Unpaid Leave
414.3 Classified Employee Family and Medical Leave

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE EMERGENCY LEAVE

The board realizes an emergency may arise which would necessitate a licensed employee's absence from work which is not covered by another form of leave of absence. Such leave shall be called emergency leave.

Emergency leave must be unforeseen and beyond the control of the employee. There is no set number of days that may be taken. The leave is dependent upon the need and request of the person needing to take the leave. This leave is not deducted from sick leave. The request shall be made in writing and a written record will be maintained. The superintendent shall have the discretion to grant emergency leave. The superintendent shall determine whether such leave shall be paid leave or unpaid leave.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the emergency leave of such employees is followed.~~

Legal Reference: Iowa Code §§ 20.9; 279.8.

Cross Reference: 409 Licensed Employee Vacations and Leaves of Absence

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE BEREAVEMENT LEAVE

In the event of a death of a member of a licensed employee's immediate family, bereavement leave may be granted. Bereavement leave may be granted to a licensed employee for no more than 5days, with "day" being defined as one work day regardless of full-time or part-time status of the employee, per occurrence, for the death of a member of the immediate family. The immediate family includes child, spouse, parent, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchildren, grandparents of the employee, or any member of the immediate household or personal friend or relative not listed above.

No more than 1 day of bereavement leave per year will be granted for the death of a close friend or other relative not listed above.

It is within the discretion of the superintendent to determine the number of bereavement leave days to be granted.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the bereavement leave of such employees is followed.~~

Legal Reference: Iowa Code §§ 279.8 .

Cross Reference: 409 Licensed Employee Vacations and Leaves of Absence

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

LICENSED EMPLOYEE UNPAID LEAVE

Unpaid leave may be used to excuse an involuntary absence not provided for in other leave policies of the board. Unpaid leave for licensed employees must be authorized by the superintendent.

The superintendent will have complete discretion to grant or deny the requested unpaid leave. In making this determination, the superintendent will consider the effect of the employee's absence on the education program and school district operations, length of service, previous record of absence, the financial condition of the school district, the reason for the requested absence and other factors the superintendent believes are relevant to making this determination.

If unpaid leave is granted, the duration of the leave period will be coordinated with the scheduling of the education program whenever possible to minimize the disruption of the education program and school district operations.

Whenever possible, licensed employees will make a written request for unpaid leave prior to the beginning date of the requested leave. If the leave is granted, the deductions in salary are made unless they are waived specifically by the superintendent.

~~The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the board regarding the unpaid leave of such employees will be followed.~~

Legal Reference: Iowa Code §§ 20; 85; 85A; 85B; 279.12; 509; 509A; 509B.

Cross Reference: 409 Licensed Employee Vacations and Leaves of Absence

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

CLASSIFIED EMPLOYEE DEFINED

Classified employees are employees who are not administrators or employees in positions which require ~~an Iowa Department of Education~~ a teaching license issued by the Iowa Board of Educational Examiners and who are employed to fulfill the duties listed on their job description on a monthly or hourly basis. Classified employees will include, but not be limited to, teacher and classroom aides, custodial and maintenance employees, clerical employees, food service employees, bus drivers, and temporary help for summer or other maintenance. The position may be full-time or part-time.

It is the responsibility of the superintendent to establish job specifications and job descriptions for classified employee positions. Job descriptions may be approved by the board.

Classified employees required to hold a license for their position must present evidence of their current license to the board secretary prior to payment of wages each year.

Legal Reference: Iowa Code §§ 20; 279.8 .

Cross Reference:
405.1 Licensed Employee Defined
411.2 Classified Employee Qualifications, Recruitment, Selection
412.3 Classified Employee Group Insurance Benefits

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

CLASSIFIED EMPLOYEE LICENSING/CERTIFICATION

Classified employees who require a special license or other certification will keep them current at their own expense. Licensing requirements needed for a position will be considered met if the employee meets the requirements established by law ~~and by the Iowa Department of Education~~ for the position.

Legal Reference: Iowa Code §§ 285.5(9); 272; 279.8.
281 I.A.C. 12.4(10); 36; 43.

Cross Reference: 411.2 Classified Employee Qualifications, Recruitment, Selection

Approved 1-21-15 Reviewed 12-17-14 Revised 5-17-17

MONTEUZMA COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G3. First Reading Policy 710.5 Meal Charges

Information:

This is a new policy and mandated to be in place by July 1. This is the first reading and the policy will require a second reading at the June meeting.

The policy covers amounts and procedures for lunch funds with insufficient funds. Collecting of insufficient funds is an on-going problem. This policy reflects our current procedures and rules. This will not solve the problem.

Recommended Motion:

Approve 710.5 on first reading

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

MEAL CHARGES

In accordance with state and federal law, the Montezuma Community School District adopts the following policy to ensure school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day, prevent the overt identification of students with insufficient funds to pay for school meals, and maintain the financial integrity of the nonprofit school nutrition program.

Payment of Meals
Students have use of a meal account. When the balance reaches $0.00 a student may charge no more than $10.00 to this account. When an account reaches this limit, a student shall not be allowed to charge further meals or a la carte items until the negative account balance is paid. Families may add money to student accounts by paying at the school office or an electronic payment through the school's web site.

Students who qualify for free meals shall never be denied a reimbursable meal, even if they have accrued a negative balance from previous purchases. Students with outstanding meal charge debt shall be allowed to purchase a meal if the student pays for the meal when it is received.
Employees may use a charge account for meals, but may charge no more than $5.00 to this account. When an account reaches this limit, an employee shall not be allowed to charge further meals or a la carte items until the negative account balance is paid.

Negative Account Balances
The school district will make reasonable efforts to notify families when meal account balances are low. Additionally, the school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. The school district will coordinate communications with families to resolve the matter of unpaid charges. Families will be notified of a potential negative balance once the balance reaches $8.00. Families will be notified by email, letter or phone call. Negative balances of more than $10.00, not paid prior to the end of the month will be turned over to the superintendent or superintendent's designee for collection. Options for collection may include: collection agencies, small claims court, or any other legal method permitted by law.

Communication of the Policy
The policy and supporting information regarding meal charges shall be provided in writing to:

- All households at or before the start of each school year;
- Students and families who transfer into the district, at time of transfer; and
- All staff responsible for enforcing any aspect of the policy.

Records of how and when the policy and supporting information were communicated to households and staff will be retained. The superintendent may develop an administrative process to implement this policy.

Legal Reference: 42 U.S.C. §§ 1751 *et seq.*
7 C.F.R. §§ 210 *et seq.*
U.S. Dep't of Agric., SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016).
U.S. Dep't of Agric., SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016).
U.S. Dep't of Agric., SP 57-2016, Unpaid Meal Charges: Guidance and Q&A (2016).
Iowa Code 283A.
281 I.A.C. 58.

Cross Reference: 710.1 School Food Program
710.2 Free or Reduced Cost Meals Eligibility
710.3 Vending Machine

Approved _____ Reviewed _____ Revised _____

Montezuma Community School District Board of Directors

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G4. Interfund Loan Resolution

Information:

This resolution allows us to cover the summer expenses through a loan from one fund to another fund. The loan is paid back by the end of the 2017-18 school year to the appropriate source.

IASB use to provide such a service called ISCAP and we regularly participated. The service is no longer provided so thus districts are using the interfund loan. Our auditor has reviewed the resolution and finds it acceptable.

Recommended Motion:

Approve the Interfund Loan Resolution as presented

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

RESOLUTION

Director _____ introduced and caused to be read the Resolution hereinafter set out and moved its adoption; seconded by Director _____. After due consideration thereof by the Board, the President put the question upon the adoption of said Resolution and, the roll being called, the following Directors voted:

Aye:_____

Nay:_____

Whereupon, the President declared said Resolution duly adopted as follows:

RESOLUTION

WHEREAS, pursuant to the Iowa Department of Education's Declaratory Order in 25 D.o.E. App. Dec. 76, all loans between funds in a school district within a fiscal year must be accomplished through official board action and may not be accomplished until the Board authorizes the loan by resolution;

WHEREAS, the Board deems it necessary and desirable to make loans between funds within the current fiscal year;

WHEREAS, the Board wishes to take action to adopt a Resolution authorizing loans between funds;

NOW, THEREFORE, be it resolved by the Board:

Section 1: The Board of Directors of the Montezuma Community School District of Poweshiek County of the State of Iowa makes a motion to authorize an interfund loan from the Capital Projects Fund and PPEL Fund to the General Fund with in the amount up to $653,000. The terms of repayment of the loan are as follows including the payment of interest: Full repayment by May 1, 2018 with .01% interest.

Section 2: The Board Secretary, Superintendent, and/or Business Manager are authorized and directed to take all appropriate actions to comply with the requirements of the Iowa Department of Education's Declaratory Order regarding interfund loans.

Section 3: All resolutions or orders or parts thereof in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Passed and approved May 17, 2017.

_____
Board President

Attest:

_____
Board Secretary

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G5. 2017-18 MEA Agreement

Information:

Attached is the proposed master contract with the Montezuma Education Association for 2017-18. The overall impact for total teacher salaries and benefits is zero (0) dollars as compared to 2016-17. It includes a base wage increase of $602 more than each returning teacher's annual salary for 2016-17 (page 6). The funds for the wage increase come from a reduction in the insurance benefits to teachers thus the overall change is 0%.

Recommended Motion:

Approve the agreement with MEA for 2017-18

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

MONTEZUMA

Community School District

MASTER CONTRACT

2017-2018

Table of Contents

Article		Page
I	Preamble	3
II	Recognition (definition of groups)	3
III	Grievance Procedure	4
IV	Base Wage	6
V	Leaves of Absence	6
VI	Seniority	8
VII	Duration Period	9

ARTICLE I

The Montezuma Board of Education, herein and hereafter referred to as the "Board," and the Montezuma Education Association, herein and hereafter referred to as the "Association," recognize that the aim of the public school is to provide a quality education program for children and youth of the school district. The parties further recognize that attainment of this educational objective is a joint responsibility of the Board, the administrative and supervisory staff, the professional teaching personnel of the district, the parents of the students, and the community at large.

For and in consideration of the mutual covenants contained herein, it is agreed as follows:

ARTICLE II

A. Unit

1. The Montezuma Board of Education hereby recognizes the Montezuma Education Association as the certified bargaining representative for all certified personnel as set forth in the P.E.R.B. certification instrument case number 326 issued by the P.E.R.B. on the 15th day of September 1975.

2. Such representation shall cover all personnel assigned to newly created professional positions unless the parties agree in advance that such positions are principally supervisory or administration.

3. The unit described in the above certification is as follows:

   Included: All certified classroom teachers, librarians and guidance counselors.
   Excluded: Superintendent, principals and all non-certified employees.

B. Definitions

1. The term "Board" as used in this agreement, shall mean the Board of Education of the Montezuma Community School District or its duly authorized representatives.

2. The term "Employee" as used in this agreement, shall mean all certified employees represented by this Association in the bargaining unit as defined and certified by the P.E.R.B.

3. The term "Association" as used in this Agreement, shall mean the Montezuma Education Association or its duly authorized representatives.

ARTICLE III

Grievance Procedure

A. Definitions

1. Grievance
   A grievance is a claim by an employer or employee, a group of employees or a group of employers, the Board or the Association that there has been a violation, misinterpretation or misapplication of any provisions of this agreement, or any provision of state law concerning public employees, order or regulation of the Board or its representatives, or of the individual employee contract or supplemental contract.

2. Aggrieved Person
   An "aggrieved person" is the person or persons making the complaints.

3. Party in Interest
   A "party in interest" is the person or persons making the complaint and any person, including the Association or the Board, who might be required to take action, or against whom action might be taken in order to resolve the complaint.

4. Time for Filing
   The aggrieved person shall file the written grievance within fifteen (15) school days of the date of occurrence.

B. Purpose

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems, which may from time to time arise affecting employees or employers. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Procedure

1. Time Limits
   The number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

2. Year-End Grievance
   In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, and, if left unresolved until the beginning of the following school year could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or within a minimum of thirty (30) days thereafter.

3. Level One – Principal (Formal)

   (a) The aggrieved person shall meet with her/his principal to resolve the dispute informally. The aggrieved person or

   Persons shall submit a statement of grievance signed and dated to the principal and Superintendent. The appropriate principal or immediate supervisor shall indicate his disposition of the grievance in writing within five (5) school days of the presentation of the formal grievance and shall furnish a copy thereof to the Association.

   (b) If the aggrieved person or the Association is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) school days period, the grievance shall be transmitted to level two.

4. Level Two – Superintendent

   (a) The Superintendent or his designee shall meet with the aggrieved person and the Association within five (5) school days of receipt of the grievance. Within ten (10) school days of receipt of the grievance the Superintendent or his designee shall indicate his disposition of the grievance in writing and shall furnish a copy thereof to the Association.

   (b) If the aggrieved person or the association is not satisfied with the disposition of the grievance by the Superintendent or his designee, or if no disposition has been made within the ten (10) school days of receipt of said grievance the aggrieved person or the Association may transmit the grievance to the Board by filing a written copy thereof with the secretary or other designee of the Board.

5. Level Three – Board of Education

   The Board, no later than its next regular meeting or ten (10) school days, whichever is earlier, shall meet with the aggrieved person and/or the Association on the grievance. Disposition of the grievance shall be made in writing by the Board no later than seven (7) school days after said meeting. A copy of such disposition shall be furnished to the Association. The board's decision is final and there is no appeal beyond the board.

D. Miscellaneous

Group Grievance

1. If, in the judgment of the Association, a grievance affects a group or class of employees, the Association may submit such grievance in writing to the Superintendent directly and the processing of such grievance shall be commenced at Level One. The Association may process such a grievance through all levels of the grievance procedure.

2. Written Decisions

All grievances and decisions rendered at Levels One through Three of the grievance procedure shall be in writing setting forth the complaint, the decision, and the reasons therefore and shall be transmitted promptly to all parties in interest and to the Board and Association.

Article IV

Salary

A. Base Wage

For the 2017-18 school year base wage will be agreed as $602 more than each returning teacher's annual salary for the 2016-17 school year.

B. New Hires

For new to the district teachers the Board will determine base wage for the 2017-18 school year based on prior teaching experience, education level and the needs of the district will determine wage.

C. Method of Payment

Pay Periods

Each Employee shall be paid in twelve (12) equal installments on the 25th of each month by automatic check deposit with pay stubs being emailed to school email addresses.

D. Exceptions

When the 25th falls on a banking holiday or weekend, employees shall receive their pay electronically on the last previous banking-business day.

Article V

Leaves of Absence

A. Sick Leave

1. A full-time teacher shall be credited with:
   1st year of employment: 10 days
   2nd year of employment: 11 days
   3rd year of employment: 12 days
   4th year of employment: 13 days
   5th year of employment: 14 days

2. A part-time teacher shall be credited with sick leave for each academic year, the length of each day of leave to be equal to the length of the part-time teacher's contracted workday. In the event of personal illness or injury, the Employee will continue to receive pay at his/her regular rate until his/her sick leave is exhausted.

3. Unused sick leave days may accumulate to a maximum of 105 days of sick leave per teacher.

4. Sick leave with pay shall be allowed whenever a teacher's absence is found to have been due to personal illness, which prevented the teacher's attendance at school and performance of duties on that day or days. Up to ten (10) days of sick leave per year may be used for illness of an Employee's spouse, child, parent, father-in-law, mother-in-law, grandfather or grandmother. At the discretion of the Superintendent these days may also be used for illness of other members of the immediate household. Additional days of sick leave may be granted to an employee at the discretion of the Superintendent.

5. The Board may require a teacher to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a teacher for sick leave is reserved to the school district.

6. Sick leave pay shall be approved only upon submission of a signed request upon the authorized sick leave pay request form available at the office.

7. Employees will have the right to view their personal record of sick leave at the end of each school year.

A. Extended Leave

An Employee who is unable to work because of personal illness or disability; or illness, disability or death of a member of his immediate family, and who has exhausted all sick leave available shall be granted a leave of absence without pay for the duration of such illness or disability, up to one year.

B. Personal Leave

1. All teachers shall be granted three days leave per school year. These days shall be used primarily for the purpose of transacting necessary business that requires the teacher's personal attention and which cannot be attended to during non-school hours.
   Personal leave days shall not be granted for situations that are covered under other sections of this agreement. The employee may choose to be paid up to $75 a day for up to three unused personal days.

2. Requests for personal leave must be made in writing to the Superintendent at least three days in advance, except in the event of emergencies. Personal leave shall be granted at the end or beginning of vacation days if deemed appropriate by the administration. At no time shall

more than three staff members K-6 and three staff members 7-12 may be gone on the same day.

E. Jury Duty

Any Employee who is required to testify in any judicial or administrative proceeding, or who shall be asked to testify in any arbitration matter, shall be provided such time. Any fees or remuneration the Employee received during such leave shall be turned over to the Montezuma Community School District.

F. Bereavement

Bereavement shall be granted at the discretion of the Superintendent up to five (5) days in the event of death of an Employee's spouse, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, grandfather, grandmother, and any other member of the immediate household. Employees shall be granted bereavement leave in the event of death of a friend or relative outside the Employee's immediate family at the discretion of the Superintendent.

G. Family Medical Leave

Employees are entitled to family medical leave to the same extent and subject to the same provisions and conditions set form in the Family Medical Leave Act of 1993, and the regulations issued implementing the same. No provision of the act is diminished by the inclusion of this provision in the contract nor are the current family or medical leave provisions of this contract diminished by the inclusion of this provision in this contract.

H. Short Term Leaves

The Superintendent in his or her sole discretion may grant other short term leaves without pay in extraordinary circumstances.

Article VI

Seniority

A. All qualified employees shall have the right to make written application of any vacancies that may occur and no position shall be filled until all properly submitted applications have been considered. The Board agrees to give due consideration to the professional background and attainments of all applicants and other relevant factors. In filling such vacancies, due consideration shall be given to qualified employees already employed by the Board, and, when all other factors are substantially equal, length of time in the Montezuma Community School District shall be one of the deciding factors. Each applicant shall be notified of acceptance or rejection.

B. No Employee shall be involuntarily transferred to another position if the vacancy can be filled with a voluntary transfer. If an involuntary transfer is necessary, it shall be done on the basis of seniority and licensure, with the least senior, appropriately licensed Employee being transferred. Transfer is defined as a move from one grade to another grade at the K-6 level or to a different position at the 7-12 level.

Article VII

Duration

A. This Agreement shall be effective as of the first day of the school year in 2017 and shall continue in effect until the last day of the school year in 2018.

B. This Agreement shall automatically continue in force and effect for equivalent periods, except as may be amended, modified or substituted under the procedures set form in this contract.

Signature Clause

In witness whereof the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective chief negotiators, and their signatures placed thereof, all on the _____ day of _____, 20____.

_____	_____
Association	Board of Education
By _____	By _____
Its President	Its President
By _____	By _____
Its Chief Negotiator	Its Chief Negotiator

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G6. 2017-18 Certified Staff Handbook

Information:

Attached is the proposed certified staff handbook for 2017-18. Nearly all items from the previous master contract not included in the new master contract are part of this handbook as previously discussed.

Recommended Motion:

Approve the 2017-18 classified staff handbook

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

MONTEZUMA

Community School District

Certified Staff Handbook

2017-2018

INTRODUCTION

INTRODUCTORY STATEMENT

This Employee Handbook has been prepared for certified staff members that include licensed teaching personnel. The provisions described herein are the terms and conditions governing employment in the Montezuma Community School District and compliance with them is required.

Certified staff members who are in the bargaining unit covered by the collective bargaining contract between the Board of Education (Board) and the Montezuma Education Association (Association) will be referred herein to the terms of the valid collective bargaining contract for those provisions that are still governed by that contract. For those terms and conditions of employment that are not addressed by the contract, the provisions described herein are binding and compliance with them is required.

This Employee Handbook is a collection of selected employment policies and administrative guidelines, as well as rules and regulations of the Montezuma Community School District. It has been prepared to acquaint all certified staff members with the policies and administrative guidelines, rules, and regulations that govern their employment in the District, and to provide for the orderly and efficient operation of the District.

It is each certified staff member's responsibility to read and become familiar with this information and to comply with the policies adopted by the Board and/or the administrative guidelines publicized by the District Administrator that are available electronically on the District website, as well as the rules and regulations contained herein.

If you have questions regarding any of the Board policies and/or District Administrator's administrative guidelines, and/or the rules or regulations set forth in this Handbook, or about matters that are not covered, please direct them to your immediate supervisor.

DISCLAIMER STATEMENT

This Employee Handbook has been prepared for informational purposes only. None of the statements, policies and administrative guidelines, rules, or regulations contained herein constitutes a guarantee of employment, a guarantee of any other right or benefit, or a contract of employment, express or implied. All of the District's employees are employed, "at-will", and employment is not for any definite period, unless otherwise provided by individual contract. Termination of employment may occur at any time, with or without notice, and with or without cause, at the option of the District or the employee. The District's professional staff members employed under individual contracts with the Board may be terminated or non-renewed consistent with the terms of the contract and consistent with Board Policy.

Furthermore, any certified staff member who violates any of the terms and conditions of employment set forth in this Employee Handbook may be subject to disciplinary action.

The provisions set forth in this Handbook may be altered, modified, changed, or eliminated at any time by the District, with or without notice. This Employee Handbook supersedes any and all previous handbooks, statements, policies and administrative guidelines, rules, or regulations given to employees, whether verbal or written.

Table of Contents

Section		Page
1	Salary	5
2	Supplemental Pay	6
3	Insurance	6
4	Resignations	7
5	Staff Reduction	7
6	Additional Personnel Policies and Practices	8
7	Workday	8
Schedule 1: Salary Schedule		9
Schedule 2: Extra Curricular Pay Scale		10
Schedule 3: School Board Policies Related to Licensed Employees		11

Section 1

Salary

A. Schedule

1. The salary of each Employee covered by the regular salary schedule is set forth in Schedule 1, which is attached hereto and made a part thereof.
2. Extra-Curricular pay is part of Schedule 2.

B. Placement on Salary Schedule

1. Adjustments to Salary Schedule
   Prior teaching experience, education and district need will be evaluated by the superintendent who will recommend schedule placement to be approved by the Board of Directors. Additional experience credit maybe given at the discretion of the superintendent. Due to salary schedule structure changes, years of experience do not equal the number of years the employee has taught.

2. Returning to the District
   Hereafter, any Employee with previous teaching experience in the Montezuma Community School District shall upon returning to the system receive full credit on the salary schedule for all teaching experience in Montezuma. However, the returning employee will be placed on the schedule at the same step and lane with current employees with comparable experience in the District.

3. New Hires
   New teachers may be hired at a step as determined by the Board's discretion based on prior teaching experience, education and district need.

C. Advancement on Salary Schedule

1. Increments
   (a) Employees on the regular salary schedule may be granted one horizontal or vertical step on the schedule for each year of service. A year of service consists of employment in the Montezuma Community School District for ninety (90) consecutive teaching days or more in one school year.
   (b) The board has the discretion to grant more than one horizontal or vertical step to an employee based on the needs of the district.

2. Educational Lanes
   (a) Teachers may advance one step horizontally and one step vertically on the salary schedule in any given year.
   (b) For an Employee to advance from one educational lane to another, he shall file suitable evidence of additional educational credit with the Superintendent no later than September 1st of each year.
   (c) To attain the classification BA+15 and BA+30, the semester hours shall be graduate hours approved by the Superintendent. All hours shall have been earned after the BA was earned. MA degree must be in the teaching field for horizontal advancement on the salary schedule.

Courses taken for salary schedule advancement shall be outlined as courses necessary for degree accomplishment in teaching filed and approved by the Superintendent.

Section 2

Supplemental Pay

A. Extra-Curricular Activities

1. Approved Activities
   The Board and the Association agree that the extra-curricular activities listed in Schedule Two are official school-sponsored activities covered by school insurance.

2. Ticket Taking and Selling
   Staff member who take or sell tickets will receive a pass for their family to that season's athletic events. (fall or winter)

B. Expenses of Travelling Employees
Employees who may be requested to use their own automobiles in the performance of their duties shall be reimbursed for all such travel at the standard mileage rate as set by the IRS.

C. Bus Driving to School Activities
Employees under this agreement shall be paid twenty dollars ($20.00) for driving a bus to school activities if the activity is beyond five (5) miles. The Employee/driver must present an itemized list of driving each semester to the Superintendent for payment.

D. Physical Examinations
The District will reimburse physical costs up to $100 beyond what health insurance pays for all employees.

E. Teacher Supplemental Salary (TSS) Distribution
The TSS allocation will be used to raise the salaries of all teachers to the state minimum. The remainder will be distributed equally amongst the teachers, based on a teacher's full-time equivalency, in 11 installments beginning in October so that all teachers receive the same total number of TSS dollars.

Section 3

Insurance

A. The District will pay for the cost of a single health insurance plan as offered by the district that is the HDHP 2500 NE (also know as the Health Savings Account or HSA) for 2017-18. An employee may upgrade the single health insurance to any other plan offered by the district at the employee's expense. For the 2017-18 school year the district will contribute $2,700 to the HSA of those current employees who enroll in the HSA plan. All new employees hired for the 2017-18 school year (hired after July 1, 2017) will only receive the single HDHP 2500 NE health insurance plan.

B. Section 125
The Board shall provide the option of paying health insurance premiums with pre-tax monies (i.e., a Section 125 Plan IRS).

Section 4

Resignation

Any teacher who requests and is allowed to resign his or her position after June 5th will:

Write a check to cover the costs of securing a replacement up to maximum of $500.00. No resignation shall be accepted after June 25, unless recommended by the Administration and allowed by the Board.

Section 5

Staff Reduction

A. General Provisions

1. At times it may be necessary to reduce staff. Terminations or demotions shall only be considered in the event that the necessary reduction in staff cannot be adequately accomplished by natural attrition. Staff members whose jobs are to be eliminated shall be considered for in-system transfer for available positions for which they are certified and qualified.

2. Termination or demotion decisions shall be made by the Board on the basis of relative skill, ability, competence, and qualifications of available teachers to do the work. If a choice must be made between two or more teachers of what the Board considers to be equal skill, ability, competence and qualifications to do the available work, the following priorities shall be as follows:

    a. Those teachers in the school district within the affected area and/or reduction category with emergency or temporary certification shall be terminated first.
    b. Next, fully certified teachers in the affected area and/or reduction category and with the fewest years of experience in the local district shall be terminated.
    c. Finally in those situations where years of local experience is the same, the person with the least number of credit hours of college or university training beyond the bachelor's degree level shall be terminated.

3. Staff reduction procedures shall be within K-6 and 7-12 grade levels and within department areas where applicable. Special service areas shall be considered separately.

B. Recall

1. A teacher who is terminated for reasons of staff reduction shall have recall rights for any position which becomes available and for which he or she is certified and for which the Board feels he or she

is qualified. Such rights shall exist for a period of one year after the date of reduction unless specifically waived in writing. Persons shall be considered for recall in reverse order of termination.

2. When notified of recall, a teacher must report to the Board within fifteen (15) calendar days after notification in writing is sent to his or her last known address.

Section 6

Additional Personnel Policies and Practices

A. The last day of each quarter shall have in-service during which time at least two hours will be reserved for teachers to complete grades for the quarter.

B. Written Complaints

When the District receives a written, signed complaint, the teacher will receive a copy of the complaint and have an opportunity to respond.

C. Additional Board Policies

For a list of additional board policies relating to licensed staff employment, see Schedule 3.

Section 7

Work Day

A. The workday shall be from 8:00 AM to 4:00 PM. On Fridays and days proceeding holidays or vacations, the workday shall end at the close of the students' day.

Schedule 1
Salary Schedule 2017-18
(Reflects combination of district funds & TSS funds)

STEP	BA	BA+15	BA+30	MA
1	$37,782	$38,994	$39,623	$40,905
2	$38,595	$39,838	$40,483	$41,798
3	$39,409	$40,682	$41,344	$42,691
4	$40,222	$41,527	$42,204	$43,584
5	$41,035	$42,371	$43,064	$44,477
6	$41,849	$43,215	$43,924	$45,370
7	$42,662	$44,059	$44,785	$46,263
8	$43,475	$44,905	$45,645	$47,156
9	$44,289	$45,748	$46,505	$48,049
10	$45,102	$46,592	$47,365	$48,942
11	$45,227	$47,436	$48,226	$49,835
12	$45,352	$48,281	$49,086	$50,728
13	$45,477	$49,125	$49,946	$51,621
14	$45,602	$49,969	$50,807	$52,513
15	$45,727	$50,094	$51,667	$53,406
16	$45,852	$50,219	$52,527	$54,299
17	$45,977	$50,344	$52,652	$55,192
18	$46,102	$50,469	$52,777	$56,085
19	$46,227	$50,594	$52,902	$56,978
20	$46,352	$50,719	$53,027	$57,103
21	$46,477	$50,844	$53,152	$57,228
22	$46,602	$50,969	$53,277	$57,353
23	$46,727	$51,094	$53,402	$57,478
24	$46,852	$51,219	$53,527	$57,603
25	$46,977	$51,344	$53,652	$57,728
26	$47,102	$51,469	$53,777	$57,853
27	$47,227	$51,594	$53,902	$57,978
28	$47,352	$51,719	$54,027	$58,103
29	$47,477	$51,844	$54,152	$58,228
30	$47,602	$51,969	$54,277	$58,353

.55% in between steps 1 and 2
ıcrease between steps 1 and 2 added to all subsequent steps
.80% in between BA and BA+15 lanes
.90% in between BA+15 and BA+30 lanes
.80% in between BA+30 and MA lanes
.90% in between MA and MA+15 lanes
125 per step beginning with step 11 of BA, step 15 of BA+15, step 17 of BA+30 and step 20 of MA

Schedule 2
EXTRA-CURRICULAR PAY SCALE
(PERCENTAGE OF B.A. LANE & STEP ONLY WITHOUT TSS INCLUDED)

Activity	Percentage
HS Head Coach (foot., bask., wrest., base., soft., vb, base.)	11%
HS Asst. Coach (football (2), bask., wrest., vb, base.)	7%
HS Head Track (2)	7%
HS Asst. Track (1)	4%
HS Cross Country (B&G combined)	7%
HS Golf (B&G combined)	7%
JH Head (foot., bask., wrest., soft., volley)	6%
JH Assistant coaches	4%
JH Head Track (2)	4%
HS Band Director	11%
HS Vocal Director	9%
Musicals (All HS)	4%
Musical Assistant (1)	3%
HS Plays (each three act)	5%
Speech (2)	5%
Annual	9%
Blue & White	7%
Cheerleading (Sponsor)	9%
Head Jr. Class Sponsor	5%
FFA (2)	9%
Summer band lessons	9%
Dance Coach	5%
HS Student Council	5%

Schedule 3

School Board Policies Related to Licensed Employees

(All Policies can be found on the District website under "District Links")

400	Role of and Guiding Principles for Employees
401.1	Employee Orientation
401.2	Equal Employment Opportunity
401.3	Employee Conflict of Interest
401.4	Nepotism
401.5	Employee Complaints
401.6	Employee Records
401.6R1	Employee Records Regulation
401.11	Transporting of Students by Employees
401.12	Employee Travel Compensation
401.14	Recognition for Service of Employees
401.15	Employee Political Activity
401.16	Credit Cards
402.1	Release of Credit Information
402.2	Child Abuse Reporting
402.2R1	Child Abuse Reporting Regulation
402.3	Abuse of Students by School District Employees
402.3E1	Abuse of Students by School District Employees Report Form
402.3E2	Abuse of Students by School District Employees Investigation
402.3R1	Abuse of Students by School District Employees Regulation
402.4	Gifts to Employees
402.5	Public Complaints about Employees
402.7	Employee Outside Employment
403.1	Employee Physical Examinations
403.2	Employee Injury on the Job
403.3	Communicable Diseases – Employees
403.3E1	Hepatitis B Vaccine Information and Record
403.3R1	Universal Precautions Regulation
403.4	Hazardous Chemical Disclosure
403.7	Substance-Free Workplace
403.7E1	Substance-Free Workplace Notice to Employees
403.7R1	Substance-Free Workplace Regulation
403.8	Drug and Alcohol Testing Program
403.8E1	Drug and Alcohol Testing Program Notice to Employees
403.8E2	Drug and Alcohol Testing Program Acknowledgment Form
404	Employee Conduct and Appearance
404.R1	Code of Professional Conduct and Ethics
404.R2	Code of Rights and Responsibilities
405.1	Licensed Employee Defined
405.2	Licensed Employee Qualifications, Recruitment, Selection
405.3	Licensed Employee Individual Contracts
405.4	Licensed Employee Continuing Contracts
405.5	Licensed Employee Work Day
405.6	Licensed Employee Assignments
405.7	Licensed Employee Transfers
405.8	Licensed Employee Evaluation
405.9	Licensed Employee Probationary Status
406.1	Licensed Employee Salary Schedule
406.2	Licensed Employee Salary Schedule Advancement

406.3 Licensed Employee Continued Education Credit
406.4 Licensed Employee Compensation for Extra Duty
406.5 Licensed Employee Group Insurance Benefits
406.6 Licensed Employee Tax Shelter Programs
407.1 Licensed Employee Resignation
407.2 Licensed Employee Contract Release
407.3 Licensed Employee Retirement
407.4 Licensed Employee Suspension
407.5 Licensed Employee Reduction in Force
408.1 Licensed Employee Professional Development
408.2 Licensed Employee Publication or Creation of Materials
408.3 Licensed Employee Tutoring
409.1 Licensed employee Vacation – Holidays – Personal Leave
409.2 Licensed Employee Personal Illness Leave
409.3 Licensed Employee Family and Medical Leave
409.3E1 Licensed Employee Family and Medical Leave Notice to Employees
409.3E2 Licensed Employee Family and Medical Leave Request Form
409.3E3 Licensed Employee Family and Medical Leave Certification Form
409.3R1 Licensed Employee Family and Medical Leave Regulation
409.4 Licensed Employee Emergency Leave
409.5 Licensed Employee Bereavement Leave
409.6 Licensed Employee Political Leave
409.7 Licensed Employee Jury Duty Leave
409.8 Licensed Employee Military Service Leave
409.9 Licensed Employee Unpaid Leave
416.1 Internet – Appropriate Use by Employees
416.1E1 Internet Access Permission Letter to Employees

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G7. Bushong Construction Pay Application

Information:

The attached pay application is for work completed on the south parking lot through April 30. This leaves the 5% retainage amount yet to be paid. This amount includes the sealing and painting work yet to be completed.

Recommended Motion:

Approve the pay application of $10,915.31 for work completed on the south parking lot through April 30.

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

APPLICATION AND CERTIFICATION FOR PAYMENT | *AIA DOCUMENT G702* | PAGE ONE OF 2 PAGES

TO OWNER:
Montezuma CSD
504 North 4th Street
Montezuma, IA 50171

PROJECT:
Sewer and Paving Improvements

FROM CONTRACTOR:
Bushong Construction Company
704 E Wood Street
Montezuma, IA 50171

VIA ARCHITECT:

APPLICATION NO: 4

PERIOD TO: 4/30/2017

PROJECT NOS:

CONTRACT DATE: 9/22/2016

Distribution to:
☐ OWNER
☐ CONTRACTOR
☐ A/R
☐ FILE

CONTRACT FOR: Storm Sewer and Concrete Paving

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM		$ 381,987.66
2. Net change by Change Orders		$11,433.62
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 393,421.28
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$393,421.28
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	16,550.32	
b. 5 % of Stored Material (Column F on G703)	$ -	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 16,550.32
6. TOTAL EARNED LESS RETAI (Line 4 Less Line 5 Total)		$ 376,870.96
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 365,955.65
8. CURRENT PAYMENT DUE		$ 10,915.31
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$ 16,550.32

OWNER CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$11,433.62	$0.00
Total approved this Month		$0.00
TOTALS	$11,433.62	$0.00
NET CHANGES by Change Order		$11,433.62

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

CONTRACTOR: BUSHONG CONSTRUCTION COMPANY, INC.

By: John Bushong Date: 04/25/17

State of: Iowa County of: Poweshiek
Subscribed and sworn to before me this 4-25-17
Notary Public: Brenda J. Moore
My Commission expires: 11-5-19

NOTARIAL SEAL IOWA
BRENDA J MOORE
Commission Number 765430
My Commission Expires
November 5, 2019

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED . . . . . $ 10,915.31

(Attach explanation if amount certified differes from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Date: 4/27/17

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

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4
APPLICATION DATE: 25-Apr-17
PERIOD TO: 30-Apr-17
CONTRACTOR'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE 5%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Paving, Gravel and Incidental Demolition	$11,877.00	$11,180.00	$697.00	$0.00	$11,877.00	100%		$593.85
	Grading and Subgrade Preperation	$23,540.00	$23,540.00	$0.00	$0.00	$23,540.00	100%		$1,177.00
	8" diam HDPE Storm Sewer	$18,387.98	$18,387.98	$0.00	$0.00	$18,387.98	100%		$919.40
	8" diam HDPE Perf. Storm Sewer	$3,620.88	$3,620.88	$0.00	$0.00	$3,620.88	100%		$181.04
	8" diam DIP Storm Sewer	$4,989.08	$4,989.08	$0.00	$0.00	$4,989.08	100%		$249.45
	4" diam HDPE Perf. Storm Sewer	$1,935.36	$1,935.36	$0.00	$0.00	$1,935.36	100%		$96.77
	Nyloplast Basins	$9,310.00	$9,310.00	$0.00	$0.00	$9,310.00	100%		$465.50
	Precast Intakes	$8,508.00	$8,508.00	$0.00	$0.00	$8,508.00	100%		$425.40
	SW-501	$3,852.00	$3,852.00	$0.00	$0.00	$3,852.00	100%		$192.60
	Foundation Stone When Required	$417.30	$417.30	$0.00	$0.00	$417.30	100%		$20.87
	Trench Compaction Testing	$1,325.00	$1,325.00	$0.00	$0.00	$1,325.00	100%		$66.25
	Rock Detention Reservoir	$57,583.12	$57,583.12	$0.00	$0.00	$57,583.12	100%		$2,879.16
	Engineering Fabric	$19,706.00	$19,706.00	$0.00	$0.00	$19,706.00	100%		$985.30
	Rock Subbase	$30,379.44	$30,379.44	$0.00	$0.00	$30,379.44	100%		$1,518.97
	Compaction Testing	$1,550.00	$1,550.00	$0.00	$0.00	$1,550.00	100%		$77.50
	7" Thick PCC Pavement	$18,012.00	$14,974.00	$3,038.00	$0.00	$18,012.00	100%		$900.60
	6" Thick PCC Pavement	$109,655.00	$106,647.00	$3,008.00	$0.00	$109,655.00	100%		$5,482.75
	5" Thick PCC Pavement	$21,460.00	$21,460.00	$0.00	$0.00	$21,460.00	100%		$1,073.00
	PCC Pavement Samples and Testing	$1,720.00	$1,550.00	$170.00	$0.00	$1,720.00	100%		$86.00
	Parking Lot Striping and Signage	$2,510.00	$0.00	$2,510.00	$0.00	$2,510.00	100%		$125.50
	Surface Restoration	$3,210.00	$3,210.00	$0.00	$0.00	$3,210.00	100%		$160.50
	Erosion Control and SWPP Management	$5,350.00	$5,080.00	$270.00	$0.00	$5,350.00	100%		$267.50
	Mobilization and Traffic Control	$23,089.50	$22,580.00	$509.50	$0.00	$23,089.50	100%		$1,154.48
	TOTAL OF ORIGINAL CONTRACT	$381,987.66	$371,785.16	$10,202.50	$0.00	$381,987.66	100%		$15,978.64
	CO#1 Additional Storm Sewer	$11,433.62	$10,183.00	$1,250.62	$0.00	$11,433.62	100%	$0.00	$571.68
	GRAND TOTALS	$393,421.28	$381,968.16	$11,453.12	$0.00	$393,421.28	100%	$0.00	$16,550.32

AIA DOCUMENT G703 · CONTINUATION SHEET FOR G702 · 1992 EDITION · AIA · © 1992
THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W. WASHINGTON, D.C. 20006-5292

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G8. 2017-18 Classified and Administration Benefits

Information:

The practice of the board has been to approve a similar percentage increase for classified staff and administrative staff as was agreed to with the certified (teachers) staff.

Recommended Motion:

Move to freeze base wages for all classified and administrative staff for 2017-18.

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G9. 2017-18 Bread Bids

Information:

We have solicited bids from area business to provide bread products for our food service program.

Recommended Motion:

Move to accept the bid from _____ to provide bread products for the 2017-18 school year.

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G10. 2017-18 Milk & Dairy Products Bids

Information:

We have solicited bids from area business to provide milk and dairy products for our food service program. We received one bid.

Recommended Motion:

Move to accept the Escalator Clause bid from Anderson Erickson to provide milk and dairy products for the 2017-18 school year.

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Hinkle	_____
_____ Stacie Cameron	_____
_____ Jason Meyer	_____
_____ Vince Johnson	_____

Montezuma Community Schools
504 N 4th Street
Montezuma, IA 50171
Phone: 641.623.5121 Fax: 641.623.5733

April 25th, 2017

Bob Seidl
Anderson Erickson Dairy Company
2420 E University
Des Moines, IA 50317

Dear Mr. Seidl;

The Montezuma Community School is accepting bids for milk and dairy products to be used in the lunch program. We invite your firm bid on these products for the 2017-2018 school year. Please send back or fax bid by May 15th. Bids will be opened Wednesday May 17th, 2017.

The specifiention for milk will need to be pasteurized dairy products and will need to be 1% or less in fat content.

The specifications for the orange juice will need to 100% fruit juice.
Vendor will furnish and maintain all necessary milk coolers.

These are the products of specific interest:	Eac*	Firm**
Orange juice (100%) ½ pint	.3500	.3600
Plastic Bottles		
Choc Milk Skim ½ pint	.3170	.3570
1% Milk ½ pint	.3110	.3510
Skim Milk ½ pint	.3000	.3400
Paper Cartons		
Choc Milk Skim ½ pint	.2470	.2870
1% Milk ½ pint	.2410	.2810
Skim Milk ½ pint	.2300	.2700

Thank you for your time.

Sincerely,
David Versteeg

Dave Versteeg,
Superintendent

*Prices quoted are subject to the attached escalator clause.

**Prices quoted will remain firm for the entire 2017-18 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 2 years beyond the 2017-18 school year. Pricing for each succeeding year will be determined at the end of the prior year and will be agreed upon by both parties.

Anderson Erickson Dairy
Bob Seidl 5-10-17

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: G11. 2017-18 Breakfast & Lunch Prices

Information: Based on the federal lunch program's meal price calculator, the following increases are recommended for the cost of breakfast and lunch:

Recommended Motion:

Move to increase the price for breakfast and lunch for 2017-18 to:

- Student Breakfast - $1.65 (increase of .10)
- Adult Breakfast - $2.30 (increase of .10)
- Elementary student lunch - $2.40 (increase of .10)
- Secondary student lunch - $2.55 (increase of .10)
- Adult lunch - $3.50 (increase of .05)

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Henkle	_____
_____ Jason Meyer	_____
_____ Stacie Cameron	_____
_____ Vince Johnson	_____

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: H1. *Staff Resignations*

Information:

1. Jered Herman; associate, head wrestling coach
2. Cory Nickel; secondary language arts, head girls basketball coach, head golf coach
3. Sarah Lown; Parallel program teacher
4. Tyler Lown; physical education teacher, athletic director

Recommended Motion:

Approve resignation(s) as presented

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

		Y/N
_____	Pete Ross	_____
_____	Cori Henkle	_____
_____	Jason Meyer	_____
_____	Stacie Cameron	_____
_____	Vince Johnson	_____

May 3, 2017

Dave Versteeg
Superintendent
Montezuma Community School District
504 N. 4th Street
Montezuma, Iowa, 50171

Dear Mr. Versteeg,

This letter is to inform you that I have chosen to resign from my job as a junior high physical education teacher and paraprofessional at Montezuma Community School District. My last day of work will be May 22, 2017.

I have enjoyed working in the school district the past five years and I appreciate all the school district has done for me. It has been a pleasure to work with the staff and students in the district. It has been a rewarding and memorable experience.

I wish you, and Montezuma Community School District the best in the future.

Yours respectfully,

Jared Hermann

May 3, 2017

Dave Versteeg
Superintendent
Montezuma Community School District
504 N. 4th Street
Montezuma, Iowa, 50171

Dear Mr. Versteeg,

This letter is to inform you I have chosen to resign from my position as Head Wrestling Coach at Montezuma High School.

I have enjoyed my time as coach tremendously. It was extremely rewarding to work with the coaching staff and athletes here at Montezuma. The reason I have decided to resign is to be closer to my family.

I have appreciated the opportunity to work in this district and wish nothing but the best for the school district and the wrestling program.

Yours respectfully,

Jared Hermann

May 12, 2017

Tyler Lown
507 East Cass
Montezuma, IA 50171

Montezuma Board of Education and Administration Team,

Please accept this letter as my resignation due to accepting the full time Activities Director position at Western Dubuque, effective for the 2017-2018 school year.

I would like to sincerely thank the Board of Education and Administration Team for numerous opportunities to grow professionally and personally during my ten years at Montezuma. I appreciate the investments you have made in developing myself and the Montezuma Community Schools. I wish Montezuma Schools nothing but the best as they move forward.

Respectfully,

Tyler Lown

Cory Nikkel
PO Box 271
604 E. Washington St.
Montezuma, IA 50171

11 May 2017

Montezuma School Board and Administrators
Montezuma Community Schools
504 N. 4th St.
Montezuma, IA 50171

Dear Mr. Versteeg, Mr. Moretz, and Members of the Montezuma School Board,

My five years at Montezuma High School have been amazing. It seems surreal that five years could pass so quickly, but through it all, I have appreciated all of your support as a teacher and coach. I have acquired a wealth of wisdom in my time here that will stick with me for a lifetime, and I can't wait to share with the world what the town and people of Montezuma have done for me.

Please accept this letter as my resignation in the roles of being a 9-12 English/Language Arts Teacher, Mentor Teacher in the TLC program, Varsity Girls Basketball Coach, Boys and Girls Golf Coach, and Volunteer Junior High Football Coach.

The above job duties, I find, are difficult to let go. My heart is deeply rooted in the people and community here, and I have you all to thank for extending me the offer to work in such a beautiful place. I am forever a Montezuma supporter.

Thank you for an amazing five years. May God bless you all in your personal adventures and continue to bless the wonderful community of Montezuma.

Love Loud!

Cory Nikkel

May 12, 2017

Sarah Lown
507 East Cass
Montezuma, IA 50171

Montezuma Board of Education and Administration Team.

Please accept this letter as my resignation effective for the 2017-2018 school year.

I have enjoyed my time at Montezuma with the students and staff and appreciate how the administration has been very supportive during my time with the school district. I wish you all the best.If I can be of any assistance to you during the remainder of the term, please let me know.

Respectfully,

Sarah Lown

May 17, 2017

Mr. Dave Versteeg
Superintendent
Montezuma Community School District
504 N 4th St
Montezuma, IA 50171

Dear Mr. Versteeg,

I am writing to inform you I am resigning from my Head Boys Basketball position at Montezuma High School and I have accepted the Head Boys Basketball position at Pella High School. While leaving the basketball program is difficult due to my relationships with students/staff, I am making a decision that is in the best interest of my family and myself moving forward.

It has been an honor to be the Montezuma Head Boys Basketball Coach the past 11 years. I have been fortunate to work with unbelievably great people including the student-athletes, coaching staff, teachers, administration team and school board. I want to thank you and the Montezuma community for being extremely supportive and allowing me to be part of this school/basketball program. I will make sure to assist the transition process for the next basketball coach at Montezuma.

Sincerely,

Derek Schulte

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: K2. *Staff Appointments*

Information:

1. Janel Burgess; Associate, head girls basketball coach
2. Josh Kriegel; Physical education teacher, head wrestling coach, assistant high school football coach
3. Brian Moretz; Athletic director
4. Ashely Reif; Parallel program teacher, librarian
5. Megan Baker; Assistant Junior High softball coach
6. Doug Helm; Volunteer high school softball coach
7. Kris Jones; Volunteer softball coach

Recommended Motion: Approve the appointments as presented

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Henkle	_____
_____ Jason Meyer	_____
_____ Stacie Cameron	_____
_____ Vince Johnson	_____

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: I1. *Business Manger – Board Secretary Report*

1.
2.

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: I2. *Superintendent Report*

1. Superintendent Transition
2.
3.

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: J. *Discussion*

Information: This item is for Board Members to discuss topics that have come up after they have received their Board materials. No action can be taken on any item discussed.

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: JA. Exempt Session for Negotiations

Information:

Recommended Motion: "I move that we hold an exempt session as provided in section 21.5(1)(i) of the open meetings law to discuss negotiations and strategy related to negotiations."

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Henkle	_____
_____ Jason Meyer	_____
_____ Stacie Cameron	_____
_____ Vince Johnson	_____

Montezuma Community School
Board Meeting
May 17, 2017

Agenda Item: K. *Adjournment of meeting*

Information: Concludes the meeting.

Recommended Motion: Move the Board adjourn the meeting

Alternate Motion:

_____
_____
_____
_____
_____

Record of Vote:

	Y/N
_____ Pete Ross	_____
_____ Cori Henkle	_____
_____ Jason Meyer	_____
_____ Stacie Cameron	_____
_____ Vince Johnson	_____