

**MAQUOKETA COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS COMBINED AGENDA  
for the  
ANNUAL MEETING  
MONDAY, SEPTEMBER 26, 2011  
MEETING TIME: 6:00 P.M.  
PLACE: CENTRAL OFFICE**

- I. ROLL CALL
- II. APPROVAL OF AGENDA
- III. MINUTES OF PREVIOUS MEETING
- IV. ANNUAL BUSINESS
  - A. REVIEWS AND SUMMARIES
    - 1. AFFIDAVITS OF DEPOSIT
    - 2. SECRETARY'S 2010/11 COMBINED STATEMENT OF REVENUES AND EXPENDITURES
    - 3. GENERAL, ACTIVITY AND FOOD SERVICE FUND REPORTS TO THE BOARD
- V. OLD BUSINESS
  - A. SCHOOL CALENDAR AMENDMENT – GRADUATION DATE CHANGE: MAY 20, 2012
- VI. BOARD COMMENTS
- VII. ADJOURNMENT OF PREVIOUS BOARD
  - BRIEF RECESS -

FOLLOWING THE ANNUAL MEETING, THE BOARD OF  
DIRECTORS WILL BEGIN THE ORGANIZATIONAL AND REGULAR MEETING AGENDA

**I. ROLL CALL**

**[AI] II. APPROVAL OF AGENDA**

**Recommendation:** Approve as presented.

**Motion Needed.**

**[AI] III. APPROVAL OF MINUTES**

**A.** Enclosed are the minutes of the regular meeting held on September 12, 2011.

**Recommendation:** It is recommended that the Board of Directors approve the minutes as presented.

**Motion Needed.**

**IV. ANNUAL BUSINESS:**

**[II] A. REVIEWS AND SUMMARIES**

**1. AFFIDAVITS OF DEPOSIT**

The affidavits of deposit showing ending balances in the various banks as of June 30, 2011 will be available for your viewing Monday evening.

**2. SECRETARY'S 2010/11 COMBINED STATEMENT OF REVENUES AND EXPENDITURES**

See Enclosures.

**3. GENERAL, ACTIVITY, AND FOOD SERVICE FUND REPORTS TO THE BOARD**

See Enclosures.

MAQUOKETA COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, SEPTEMBER 12, 2011

The Maquoketa Community School Board of Education held a regular meeting on Monday, September 12, 2011. President Schwenker called the meeting to order at 6 p.m. at Central Office. Directors Tabor, Hawks, Hudrlik, and Schwenker were present. Director Pape was absent. Supt. Huckstadt, Board Secretary McKeon, and Administrators H Snell, P Bollman, J Bollman, Vervaecke, C Snell, and Wilkins were present. Also in attendance were Susan Risinger, Mike Wing, Dustin Cogan, Paulette Horner, Mike Hayward, and a student. Kelly Gerlach of Maquoketa Sentinel Press, Sherri Melvold of KMAQ and Kayla Gerardy of Maquoketa Access Cable represented press.

MOTION #022-11/12: Motion/Hawks, 2<sup>nd</sup>/Hudrlik to approve the following amended consent agenda items to include the Hiring of an Assistant Wrestling Coach. Director Hawks amended her motion and seconded by Director Hudrlik to remove the agenda item under Policy and Instruction the 28E Agreement with Clinton Community College:

Agenda – Approved as amended.  
Minutes – Approved the minutes of the regular meeting held on August 8, 2011 as presented.  
Registrations, Reimbursements and Selected Accounts Payable – Approved as presented totaling \$1,472,544.30.  
Financial Reports – The following reports for period ending August 31, 2011 were reviewed: Account Balance and Combined Statement of Revenues and Expenditures.  
Resignations – Approved the following resignations: Holly Honey as the High School Guidance Counselor effective August 15, 2011; Brenda Groves as a Middle School Teacher Associate effective September 30, 2011; and Jim Geronzin as the Pre School Bus Driver effective August 18, 2011.  
Recommendations to Hire – Approve the hiring of the following individuals for the 2011-12 school year: **Erin Soedt** as the High School Guidance Counselor at MA Step 4 of Schedule C of the Master Contract plus 5 extended contract days (total of 192 days) for a total of \$36,214.73. Future HS Guidance contract will be for 10 extra days; **Shannon Edwards** as the Cardinal Teacher Associate for the 2011-12 school year. Ms. Edwards will be awarded one year previous experience with the district and her contract for 2011-12 is for 32.5 hours per week at \$8.64 plus \$.15 stipend retroactive to August 17, 2011 pending the outcome of the criminal background check; **Mary McBride** as the MAC Teacher Associate for 32.5 hours per week at \$8.69 per hour (teacher associate schedule below), retroactive to September 6, 2011 pending the outcome of the criminal background check; **Mary Ann Heinzl** as the Mid-Day Preschool Route Bus Driver effective August 29, 2011 at \$12.15 per hour (Preschool schedule below) for a maximum of 2 hours per day; and **Kyle Billups** as the Assistant High School Wrestling Coach at Level III, year 5 for \$3,24.80.  
Teacher Contract Amendments-approved the following:

	From:	To:
<b>Jennifer Dull</b>	MA+15 Step 15	MA+30 Step 16
Schedule C	\$53,791.63	\$55,480.96

Contract Amendment – Approve the contract amendment of Julie Kinrade for an additional 5 extended contract days for this school year only, due to the late

resignation of the other High School Counselor. The amount of additional pay is \$963.60.

4 ayes, motion carried.

The following gave Administrative Reports: Transportation/Operations-Maintenance Director Wing; Briggs Elementary Principal P Bollman; Technology Coordinator Cogan; High School Activities Director Wilkins; Cardinal Elementary Principal J Bollman; Director of School Improvement H Snell; High School Principal Vervaecke; and Middle School Principal C Snell. A thank you is extended to the Class of 1973 for their donation of \$1,900 towards a new flagpole at Goodenow Field.

Under Board Comments – Director Tabor commented the Football field looks great and reminded everyone to vote for school board members tomorrow, Tuesday, Sept. 13, 2011.

MOTION #023-11/12: Motion/Hawks, 2<sup>nd</sup>/Tabor to approve the Acceptable Use Agreement for Computers Issued for Student Use, the Computer Loan Agreement, and the Computer Damage Insurance Agreement as presented. 4 ayes, motion carried.

Supt. Huckstadt reported the Federal Education Job Fund Program is being used to support positions in this fiscal year totaling \$267,594.39. This will be a key consideration in budget planning for Fiscal Year 2013.

MOTION #024-11/12: Motion/Tabor, 2<sup>nd</sup>/Hawks to approve the Purchase Service Agreement with Edu-Care, Inc. to provide supplemental education services in the amount of \$1,251 per eligible pupil as required by Section H-1 (p.33) of the document No Child Left Behind Supplemental Services Non-Regulatory Guidance – January 14, 2009. 4 ayes, motion carried.

MOTION #025-11/12: Motion/Tabor, 2<sup>nd</sup>/Hudrlik to cast Maquoketa Schools Board of Education vote for Dick Wold to serve as District #7 representative on the Mississippi Bend Area Agency Board of Directors. 4 ayes, motion carried.

Under General Business of the Board, Business Affairs, Energy Efficiency Study Follow-up Discussion and Prioritizing, Directors Hawks and Schwenker expressed they preferred this item and discussion be made with the future Board of Education. No action was taken this evening. Supt. Huckstadt reported the district's utility costs increased \$50,000 from 2009/10 to 2010/11 and that the new gymnasium/commons area was fully operational in 2008/09.

MOTION #026-11/12: Motion/Tabor, 2<sup>nd</sup>/Hudrlik to amend the wage and settlement conditions for the following non-certified employee groups as presented: Teacher Associates, Food Service, Special Needs Bus Driver/Preschool Mid-Day Route Drivers and Health Care Provider – Special Needs – Kelly Benhart. 4 ayes, motion carried. The agreements reflect a \$.20 cent increase per step on the salary schedules (from \$.15 per step increase for 2011-12), for 2012-13 a \$.20 cent increase per step on the salary schedules; and for groups with health insurance and the Letter of Understanding, the second year of the two year agreement will include an increase of up to an additional \$40 per month insurance premium credit.

MOTION #027-11/12: Motion/Hawks, 2<sup>nd</sup>/Tabor to approve the contract amendment of Mary Klein as a BD Teacher Associate at Briggs Elementary. Ms. Klein's wage will increase from \$11.75 per hour plus \$.10 extra duty stipend (\$11.85) to \$11.75 plus \$.15 BD stipend per hour \$11.90 retroactive to 8-15-11. 4 ayes, motion carried.

Supt. Huckstadt and Director Tabor reported the Governor's plan would be coming out in October.

Under Superintendent's report: IASB Employee Relations Conference is October 7, 2011; the IASB School Board Convention is November 16-17, 2011; Board Member Orientation is October 27, 2011 in Clinton, IA. He provided a summary of information that will be provided at all three events; preliminary BEDS enrollment was provided; school board election is Tuesday, Sept. 13, 2011 and everyone is encouraged to vote. The location is Jackson County Court House, North Lobby from noon to 8 p.m., with the canvas of votes held on Sept. 16, 2011. The district's Annual and Organizational Meeting will be held on Sept. 26, 2011 at 6 p.m.; Fiscal Year-12 Local Option/SAVE revenue estimate is \$959,177.70; provide a letter from Mary Moisiman, Deputy of Elections in the Secretary of State's Office regarding the requirements of the Iowa Code related to reapportionment of Director District for school elections. Our district is one of about 100 districts in Iowa that have Director Districts. Board members expressed that Director Districts served the district well when it was reorganized years ago, but felt it would be appropriate to make a change. The new board will need to review this and make a decision prior to May 12, 2012; and provided information regarding the requirement of an authorization for school business officials (SBOs) issued by the Legislature and signed by the Governor in 2010. In light of this additional requirement, the Board may want to consider an amendment to the Settlement Conditions of School Business Manager/Board Secretary similar to the article in the Administrative Settlement Conditions enabling additional compensation over a two-year period.

Under Misc., a copy of the Briggs Notice of Adequate Yearly Progress was provided. Supt. Huckstadt reported a brief presentation and expression of gratitude would be made to departing board members at the next meeting on Sept. 26, 2011. Past board members, family and friends are invited to attend.

Pres. Schwenker announced the Annual, Organizational and Regular Meeting of the Board of Education would be held on Monday, September 26, 2011 at 6 p.m. at Central Office.

Pres. Schwenker adjourned the meeting at 8:09 p.m.

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Bill Schwenker, President

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Barbara A. McKeon, Secretary

**MAQUOKETA COMMUNITY SCHOOL DISTRICT**  
**2010/11 COMBINED STATEMENT OF REVENUES AND EXPENDITURES**

**6/30/11**  
 Created 9/21/11

Includes Intrafund transfers

FD #	FUND	EST. 7/1/2010 BEGINNING BALANCE (CASH & INVEST.)	EOFY AUDITORS ADJUST. FD BAL. June-11	RECEIPTS TO DATE	EXPENDITURES TO DATE	6/30/11 EST. BALANCE
10	GENERAL	\$ 1,233,386.80		\$ 16,757,532.34	\$ 16,178,694.52	\$ 1,812,224.62
21	ACTIVITY	\$ 134,496.47		\$ 353,073.14	\$ 350,919.12	\$ 136,650.49
22	MANAGEMENT	\$ 218,916.14		\$ 275,062.77	\$ 323,693.29	\$ 170,285.62
36 (Old #23)	PPEL	\$ 352,482.04		\$ 445,382.97	\$ 256,224.24	\$ 541,640.77
33	LOCAL OPT SALES TAX	\$ 1,239,776.61		\$ 1,166,265.86	\$ 955,353.08	\$ 1,450,689.39
35	CAP PROJ-CA PLYGRND	\$ 19,339.58		\$ 118,997.04	\$ 138,238.07	\$ 98.55
41	DEBT SVCE REV BONDS	\$ 1,060,653.87		\$ 520,784.69	\$ 516,400.00	\$ 1,065,038.56
61	NUTRITION	\$ 112,001.03	\$ 5,081.07	\$ 771,193.02	\$ 788,201.23	\$ 100,073.89
71	HEALTH	\$ 2,940,943.38		\$ 2,173,703.92	\$ 1,946,562.67	\$ 3,168,084.63
27/81	TRUST FUNDS	\$ 427,688.19		\$ 59,302.73	\$ 7,730.00	\$ 479,260.92
91	AGENCY	\$ 14,076.92		\$ 66,590.50	\$ 77,218.18	\$ 3,449.24
FLEX		\$ 6,008.12		\$ 34,214.26	\$ 34,123.86	\$ 6,098.52

**BUDGET RECAP FISCAL YEAR 2010-11**

CATEGORIES	YTD INSTRUCTION (1000-1999)	YTD SUPPORT SVCES (2110-2899)	YTD NON INSTR PROG (3100-3499)	YTD OTHER SVCES (3500-5999's)	TOTAL YTD	2010/11 Aprvd Budget 4/10 GAAP	OTHER FIN SVCES Transfers
<b>Expenditures:</b>							
Total General-10	\$ 11,262,201	\$ 4,288,050		\$ 627,756	\$ 16,178,007	\$ 16,947,213	\$ 687.79
Total Nutrition Fund-61	\$ 438	\$ 29,218	\$ 758,546		\$ 788,201	\$ 831,251	
Total Activity Fund-21	\$ 326,920	\$ 23,999			\$ 350,919	\$ 439,182	
Total Mgmt Fund-22	\$ 134,712	\$ 176,075	\$ 12,907		\$ 323,693	\$ 429,614	
Total Trust Funds-27 & 81	\$ 7,500	\$ 230			\$ 7,730	\$ 34,000	
Total Capital Projects CA #35				\$ 138,238	\$ 138,238	INCLUDED IN #33	
Local Opt S & S Tax-33	\$ 128,862	\$ -		\$ 182,200	\$ 311,061	\$ 1,050,000	\$ 644,292
Total Debt Svce Fund-40 & 41				\$ 516,400	\$ 516,400	\$ 520,400	
Total PPEL Fund- 36 (old #23)	\$ 55,949	\$ 57,430		\$ 142,845	\$ 256,224	\$ 484,679	
<b>Total</b>	<b>\$ 11,916,581</b>	<b>\$ 4,575,001</b>	<b>\$ 771,453</b>	<b>\$ 1,607,439</b>	<b>\$ 18,870,474</b>	<b>\$ 20,736,339</b>	<b>\$ 644,979</b>

FYI..All Fds YTD Trsnfr Out

FY'11 EXPENDITURES AS  
 APPROVED IN Apr '10  
 % Spent YTD to Adopted

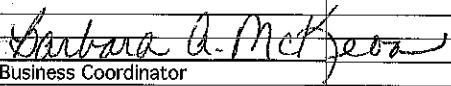
\$12,703,182	\$4,791,511	\$851,005	\$2,390,641	\$ 20,736,339	\$	695,400
94%	95%	91%	67%	91%		93%

FY'11 Expenditures as  
 Amended May 9, 2011  
 % Spent YTD to Amended

\$ 12,753,289	\$ 4,941,511	\$ 876,005	\$ 2,165,641	\$ 20,736,446
93%	93%	88%	74%	91%

Barbara A. McKeon, Business Coordinator 9-21-11

REVENUE REPORT FOR BOARD		fy2010/11	6/31/11	9/19/11	%	Pr Yr %
#10 GENERAL FUND	Approp. 11/1/10	Prior Mo YTD	Current Month	YTD Total	Of Budget	Of Budget
Taxes Levied On Property	\$3,450,901	\$3,348,186.52	\$113,404.88	\$3,461,591.40	100%	99.0%
Income Surtaxes	\$562,259	\$616,113.00		\$616,113.00	110%	117.0%
Utility Repl Exc Tax/M&E Repl	\$98,373	\$97,353.48		\$97,353.48	99%	82.0%
Tuition/Transp Received	\$1,584,157	\$1,094,422.93	\$450,363.29	\$1,544,786.22	98%	97.0%
Earnings on Investments	\$32,000	\$14,237.05	\$7,231.31	\$21,468.36	67%	42.0%
Nutrition Program Sales	\$0	\$0.00		\$0.00	#DIV/0!	
Student Activities and Sales	\$38,000	\$41,620.57	\$1,556.69	\$43,177.26	114%	96.0%
Other Revenues from Local Sources	\$263,283	\$171,178.77	\$66,835.37	\$238,014.14	90%	98.0%
Revenue from Intermediary Sources	\$11,880	\$7,365.00	\$1,522.50	\$8,887.50	75%	
State Foundation Aid	\$7,251,446	\$8,197,434.00	\$837,828.00	\$9,035,262.00	125%	90.0%
Instructional Support State Aid	\$32,236	\$29,016.00	\$3,220.00	\$32,236.00	100%	0.0%
Other State Sources	\$2,083,491	\$158,616.85	\$92,866.25	\$251,483.10	12%	104.0%
Chapter 1 Grants	\$333,772	\$273,392.00	\$35,497.00	\$308,889.00	93%	98.0%
Other Federal Sources	\$1,090,880	\$891,877.29	\$202,901.09	\$1,094,778.38	100%	94.0%
<b>Total General</b>	<b>\$16,832,678</b>	<b>\$14,940,813.46</b>	<b>\$1,813,226.38</b>	<b>\$16,754,039.84</b>	<b>99.5%</b>	<b>94.5%</b>
<b>ADOPTED APRIL 2010</b>	<b>\$17,034,528</b>					
<b>#61 NUTRITION FUND</b>	<b>Approp. 11/1/10</b>					
Earnings on Investments	\$100.00	\$129.61	\$16.00	\$145.61	146%	51.0%
Account Deposits/Nut Prog Sales	\$260,375.00	\$250,776.30	\$2,389.91	\$253,166.21	97%	91.0%
Sp Function Prog Sales	\$24,900.00	\$13,055.22	\$6,316.72	\$19,371.94	78%	207.0%
Other Revenues from Local Sources	\$180.00	\$395.65	\$2,716.97	\$3,112.62	1729%	19.0%
Other State Sources	\$8,800.00	\$17,364.63	\$655.00	\$18,019.63	205%	82.0%
Other Federal Sources	\$497,100.00	\$366,855.70	\$92,971.31	\$459,827.01	93%	103.0%
<b>Total Nutrition</b>	<b>\$791,455.00</b>	<b>\$648,577.11</b>	<b>\$105,065.91</b>	<b>\$753,643.02</b>	<b>95.2%</b>	<b>99.8%</b>
<b>#21 ACTIVITY FUND</b>	<b>Approp. 11/1/10</b>					
<b>Total Activity</b>	<b>\$427,500.00</b>	<b>\$343,553.12</b>	<b>\$9,520.02</b>	<b>\$353,073.14</b>	<b>82.6%</b>	<b>97.0%</b>
<b>#22 MGMT FUND</b>	<b>Approp. 11/1/10</b>					
Taxes Levied on Property	\$241,000.00	\$235,107.92	\$7,963.31	\$243,071.23	101%	100.0%
Misc. Income	\$1,315.00	\$17,828.19	\$363.47	\$18,191.66	1383%	1265.0%
Federal Grants						
Military Credit	\$777.00	\$223.19		\$223.19	29%	0.0%
Utility Repl Exc Tax	\$6,908.00	\$6,836.23		\$6,836.23	99%	83.0%
<b>Total Mgmt</b>	<b>\$250,000.00</b>	<b>\$259,995.53</b>	<b>\$8,326.78</b>	<b>\$268,322.31</b>	<b>107.3%</b>	<b>108.9%</b>
<b>#27 &amp; #81 TRUST FUNDS</b>	<b>Approp. 11/1/10</b>					
Earnings on Investments	\$700.00	\$1,621.95	\$1,699.19	\$3,321.14	474%	152.0%
Donations/Gifts	\$300.00	\$55,981.59		\$55,981.59	18661%	605.0%
<b>Total Expend. Trust</b>	<b>\$1,000.00</b>	<b>\$57,603.54</b>	<b>\$1,699.19</b>	<b>\$59,302.73</b>	<b>5930.3%</b>	<b>188.6%</b>
<b>#40 &amp; #41 DEBT SVCE FUND</b>	<b>Approp. 11/1/10</b>					
Taxes Levied On Property				\$0.00		0.0%
Int Earned/Other Income	\$6,100.00	\$4,720.77	\$1,063.66	\$5,784.43	95%	79.0%
Military Credit				\$0.00		
Util Repl Exc Tax				\$0.00		0.0%
<b>Total SH Debt Service</b>	<b>\$6,100.00</b>	<b>\$4,720.77</b>	<b>\$1,063.66</b>	<b>\$5,784.43</b>	<b>94.8%</b>	<b>79.2%</b>
<b>#35 CA PLAYGRND</b>	<b>Approp. 11/1/10</b>					
Misc/Donations	\$30,661.00	\$29,797.04		\$29,797.04		
Interest				\$0.00		
Federal Sources				\$0.00		
<b>Total Capital Projects</b>	<b>\$30,661.00</b>	<b>\$29,797.04</b>	<b>\$0.00</b>	<b>\$29,797.04</b>	<b>97.2%</b>	<b>0.0%</b>
<b>#33 LOCAL OPT. S &amp; S TAX</b>	<b>Approp. 11/1/10</b>					
Local Option Sales Tax Proceeds	\$850,000.00	\$621,742.81	\$394,491.43	\$1,016,234.24	120%	106.0%
Interest	\$4,000.00	\$2,346.76	\$1,220.80	\$3,567.56	89%	52.0%
Federal Sources		\$59,386.13		\$59,386.13		
Donations/Microsoft	\$77,000.00	\$50,000.00	\$37,077.93	\$87,077.93	113%	157.0%
<b>Total Capital Projects</b>	<b>\$931,000.00</b>	<b>\$733,475.70</b>	<b>\$432,790.16</b>	<b>\$1,166,265.86</b>	<b>125.3%</b>	<b>109.3%</b>
<b>#36 (Old #23) SH PPEL FUND</b>	<b>Approp. 11/1/10</b>					
Taxes Levied On Property	\$329,000.00	\$319,153.55	\$11,496.52	\$330,650.07	101%	100.0%
Other Revenue	\$3,350.00	\$5,083.59	\$19,758.99	\$24,842.58	742%	14125.0%
Earnings on Investments	\$600.00	\$1,226.51	(\$293.23)	\$933.28	156%	11.0%
Military Credit	\$767.00	\$263.15		\$263.15	34%	43.0%
Federal Grants	\$39,904.00	\$39,904.00		\$39,904.00		
Util Repl Exc Tax	\$8,079.00	\$8,010.66		\$8,010.66	99%	97.0%
<b>Total SH PPEL</b>	<b>\$381,700.00</b>	<b>\$373,641.46</b>	<b>\$30,962.28</b>	<b>\$404,603.74</b>	<b>106.0%</b>	<b>139.7%</b>
<b>TOTAL</b>	<b>\$19,621,433.28</b>	<b>\$17,362,380.69</b>	<b>\$2,402,654.38</b>	<b>\$19,765,035.07</b>	<b>100.7%</b>	<b>96.4%</b>

FY...ADOPTED APRIL 2010	\$19,784,834.00	Excludes Oper. Transfers In/FA Dispositions		
Oper. Transfers In/FA Dispositions:	Appropriated			YTD
General 10	\$0.00	\$3,492.50		\$3,492.50
Mgmt 22		\$6,740.46		\$6,740.46
Debt Service 40/41	\$520,400.00	\$471,837.42	\$43,162.84	\$515,000.26
PPEL #36	\$0.00	\$40,779.23		\$40,779.23
Capital Proj #35	\$88,239.00	\$75,000.00	\$14,200.00	\$89,200.00
Local Option Sales Tax 33	\$125,000.00	\$0.00		\$0.00
Nutrition #61			\$17,550.00	\$17,550.00
Total	\$733,639.00	\$597,849.61	\$57,362.84	\$655,212.45
*****NOT BUDGETED FUNDS:				
#71 HEALTH FUND		Prior Month	Current Month	YTD Total
Other Revenues from Local Sources		\$1,990,270.48	\$183,433.44	\$2,173,703.92
Transfers				\$0.00
Total Health		\$1,990,270.48	\$183,433.44	\$2,173,703.92
 Barbara A. McKee Business Coordinator 9/19/11				

GENERAL FUND & NON BUDGETED EXPENDITURE DETAIL REPORT FOR BOARD					6/30/11	Created	
FY2010/11						9/21/11	
GENERAL FUND	Approp. Pending 11/4/10	PR MO EXP YTD	CURRENT MONTH EXPENDITURE	CURR EXP YEAR TO DATE	YTD %	Pr Yr % Spent	
SALARIES	\$5,489,675.83	\$4,179,860.03	\$1,135,093.35	\$5,314,953.38	97%	90%	
BENEFITS	\$2,114,547.16	\$1,624,140.54	\$488,530.04	\$2,112,670.58	100%	90%	
SPECIAL EDUCATION	\$2,981,952.66	\$2,006,963.55	\$993,003.98	\$2,999,967.53	101%	93%	
MEDICAID TPB REIMB (EST)		\$0.00	\$65,753.53	\$65,753.53	#DIV/0!		
IDEA PART B (AEA 9)	\$105,973.40	\$77,804.77	\$7,747.23	\$85,552.00	81%	72%	
IDEA PART B ARRA #4031	\$93,180.48	\$68,402.95	\$12,935.05	\$81,338.00	87%		
TITLE I	\$333,772.00	\$232,463.51	\$98,357.49	\$330,821.00	99%	89%	
CENTRAL OFFICE & GRANTS	\$2,783,467.41	\$2,089,974.45	\$716,650.32	\$2,806,624.77	101%	134%	
OPERATION/MAINTENANCE	\$512,100.00	\$479,807.64	\$79,039.73	\$558,847.37	109%	97%	
TRANSPORTATION	\$110,370.00	\$102,124.06	(\$58,157.85)	\$43,966.21	40%	22%	
HIGH SCHOOL	\$141,650.00	\$70,015.35	\$27,488.19	\$97,503.54	69%	65%	
MIDDLE SCHOOL	\$68,250.00	\$27,867.76	\$1,619.96	\$29,487.72	43%	49%	
CARDINAL	\$41,250.00	\$15,533.29	\$8,906.57	\$24,439.86	59%	66%	
BRIGGS	\$43,250.00	\$23,686.83	\$3,781.43	\$27,468.26	64%	56%	
SACRED HRT (Texts/Techn)	\$1,600.00	\$0.00	\$1,290.98	\$1,290.98	81%	108%	
TAL. & GIFTED	\$124,167.50	\$88,155.42	\$34,252.87	\$122,408.29	99%	102%	
INSTRUCTIONAL SUPPORT:							
Misc. Instr (#755 KPH & SIS)	\$212,531.00	\$20,481.42	\$16,646.03	\$37,127.45	17%	31%	
Curr Support (HS #756)	\$60,000.00	\$9,763.73	\$18,359.25	\$28,122.98	47%	58%	
Bldg Techn Needs (#758)	PPEL/LOT	\$0.00	\$0.00	\$0.00			
Dst Wide Tech Exp (DC #759)	\$70,000.00	\$24,783.77	\$8,109.04	\$32,892.81	47%	47%	
Salaries & Benefits (#655)	\$272,258.00	\$136,908.77	\$49,851.76	\$186,760.53	69%	53%	
Subtotal Instruct. Support	\$614,789.00	\$191,937.69	\$92,966.08	\$284,903.77	46%	45%	
EC AT RISK CA #3234	\$137,915.00	\$104,305.46	\$33,609.54	\$137,915.00	100%	100%	
GRAA #4329	\$398,304.00	\$280,960.76	\$77,280.70	\$358,241.46	90%	84%	
EXTRA CURR. ACCOUNTS	\$100,000.00	\$52,601.16	\$13,496.32	\$66,097.48	66%	65%	
CORRECTIVE TRANSFER TO PPEL		\$687.79		\$687.79			
PASS THROUGH TO AEA	\$627,756.00	\$627,756.00		\$627,756.00	100%	100%	
<b>GENERAL FUND TOTAL</b>	<b>\$16,823,970.44</b>	<b>\$12,345,049.01</b>	<b>\$3,833,645.51</b>	<b>\$16,178,694.52</b>	<b>96%</b>	<b>95%</b>	
Adopted April 2010	\$16,947,213.00						
<b>Non Budgeted Expenditures:</b>							
Health Fund		\$1,845,044.22	\$101,518.45	\$1,946,562.67			
<i>Barbara A. McKeon</i>							
BUSINESS COORDINATOR		9/21/11					

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2010 - 06/2011

Excluding Zeros; Beginning Month 07/2010; Processing Month 06/2011; Fund 21

21 STUDENT ACTIVITY FUND

<u>Account Number</u>	<u>Account Name</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 009 6504 920	RESTRICTED DRUG TESTING-ACTIVITY	891.00	0.00	0.00	0.00	891.00
21 729 009 7001 950	RESTRICTED DIST INTEREST-ACTIVITY	169.52	0.00	985.37	(1,154.89)	0.00
21 729 009 7002 950	RESTRICTED SPEC CKS-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6000 919	RESTRICTED HS ACT TICKETS-ACTIVITY	35.00	0.00	21,307.40	(21,340.00)	2.40
21 729 109 6006 910	RESTRICTED ACTIVITIES CONTROL-ACTI	1,934.18	0.00	0.00	2,349.06	4,283.24
21 729 109 6120 910	RESTRICTED HS SPEECH-ACTIVITY	31.00	2,536.81	528.00	1,977.81	0.00
21 729 109 6121 910	RESTRICTED SPEECH FUNDRAISER	1,503.14	6,168.22	5,368.66	540.00	1,243.58
21 729 109 6210 910	RESTRICTED HS VOCAL MUSIC-ACTIVITY	0.00	12,400.85	14,165.20	(1,764.35)	0.00
21 729 109 6211 910	RESTRICTED HARM HLPRS-ACTIVITY	2,111.77	7,385.42	5,808.09	0.00	534.44
21 729 109 6220 910	RESTRICTED HS BAND-ACTIVITY	0.00	3,271.79	1,786.70	1,485.09	0.00
21 729 109 6221 910	RESTRICTED HS BAND TOUR-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6502 920	RESTRICTED ATHLETIC CONTROL	26,745.93	4,208.77	3,363.50	(4,018.89)	21,881.77
21 729 109 6503 920	RESTRICTED ATHLETIC PASS	1,887.46	2,632.02	3,130.00	0.00	2,385.44
21 729 109 6645 920	RESTRICTED COED CROSS COUNTRY	0.00	1,446.22	213.24	1,232.98	0.00
21 729 109 6646 920	RESTRICTED HS CROSS COUNTRY FUNDRAISER	276.13	560.00	616.00	0.00	332.13
21 729 109 6651 920	RESTRICTED TENNIS FUNDRAI-ACTIVITY	832.17	1,994.99	2,528.00	180.00	1,545.18
21 729 109 6693 920	RESTRICTED CHEERLEADERS	0.00	2,372.06	0.00	2,372.06	0.00
21 729 109 6694 920	RESTRICTED DANCE TEAM	0.00	1,759.94	0.00	1,759.94	0.00
21 729 109 6695 920	RESTRICTED-CHEERLEADERS FUNDRAISER ACCT	2,830.04	15,714.93	19,007.50	0.00	6,122.61
21 729 109 6696 920	RESTRICTED- DANCE TEAM FUNDRAISER ACCT	2,413.38	5,723.09	5,081.99	270.00	2,042.28
21 729 109 6710 920	RESTRICTED HS B BSKTBLL-ACTIVITY	0.00	7,641.70	11,748.30	(4,106.60)	0.00
21 729 109 6711 920	RESTRICTED BBB FUNDRAISR-ACTIVITY	662.36	8,368.91	10,278.10	0.00	2,571.55
21 729 109 6720 920	RESTRICTED HS FOOTBALL-ACTIVITY	0.00	21,108.72	28,036.95	(6,928.23)	0.00
21 729 109 6721 920	RESTRICTED FTBALL FUNDRAIS-ACTIVTY	4,912.17	10,221.35	13,489.88	0.00	8,180.70
21 729 109 6725 920	RESTRICTED HS B SOCCER	0.00	3,344.11	1,694.82	1,649.29	0.00
21 729 109 6726 920	RESTRICTED HS B SOCCER FUNDRAISER	1,078.02	944.25	465.00	270.00	868.77
21 729 109 6730 920	RESTRICTED HS BASEBALL-ACTIVITY	0.00	12,448.33	3,400.75	9,047.58	0.00
21 729 109 6731 920	RESTRICTED BASEBL FUNDRA-ACTIVITY	211.59	10,114.99	11,401.00	0.00	1,497.60
21 729 109 6740 920	RESTRICTED HS B TRACK-ACTIVITY	0.00	8,196.98	2,869.00	5,327.98	0.00
21 729 109 6741 920	RESTRICTED B TRCK FUNDRAI-ACTIVITY	195.42	1,121.50	888.09	37.99	0.00
21 729 109 6750 920	RESTRICTED B TENNIS-ACTIVITY	0.00	1,428.80	26.00	1,402.80	0.00
21 729 109 6760 920	RESTRICTED HS B GOLF-ACTIVITY	0.00	3,833.07	2,272.45	1,560.62	0.00
21 729 109 6761 920	RESTRICTED B GOLF FUNDRAIS-ACTIVTY	2,778.68	2,121.28	1,546.00	270.00	2,473.40
21 729 109 6790 920	RESTRICTED HS WRESTL-ACTIVITY	0.00	8,250.38	5,303.02	2,947.36	0.00
21 729 109 6791 920	RESTRICTED HS WR FUNDRAIS-ACTIVITY	882.14	3,910.72	5,126.12	0.00	2,097.54
21 729 109 6810 920	RESTRICTED HS G BSKTBLL-ACTIVITY	0.00	8,593.94	8,600.50	(6.56)	0.00
21 729 109 6811 920	RESTRICTED G BB FUNDRAIS-ACTIVITY	940.80	1,725.88	1,820.00	0.00	1,034.92

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2010 - 06/2011

Excluding Zeros; Beginning Month 07/2010; Processing Month 06/2011; Fund 21

21 STUDENT ACTIVITY FUND

<u>Account Number</u>	<u>Account Name</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 109 6815 920	RESTRICTED HS VLLYBALL-ACTIVITY	0.00	5,437.56	3,567.10	1,870.46	0.00
21 729 109 6816 920	RESTRICTED VOLLYBL FUNDR-ACTIVITY	926.79	3,965.97	3,414.00	0.00	374.82
21 729 109 6825 920	RESTRICTED HS G SOCCER	0.00	2,616.76	880.00	1,736.76	0.00
21 729 109 6826 920	RESTRICTED HS G SOCCER FUNDRAIER	603.41	759.98	420.00	0.00	263.43
21 729 109 6835 920	RESTRICTED HS SOFTBALL-ACTIVITY	0.00	6,539.34	2,169.12	4,370.22	0.00
21 729 109 6836 920	RESTRICTED SFTBL FUNDR-ACTIVITY	2,638.35	4,396.84	3,085.00	0.00	1,326.51
21 729 109 6840 920	RESTRICTED HS G TRACK-ACTIVITY	0.00	2,675.37	1,832.50	842.87	0.00
21 729 109 6841 920	RESTRICTED G TRCK FNDRAIS-ACTIVITY	716.87	896.26	270.00	180.00	270.61
21 729 109 6850 920	RESTRICTED G TENNIS-ACTIVITY	0.00	810.43	0.00	810.43	0.00
21 729 109 6860 920	RESTRICTED HS G GOLF-ACTIVITY	0.00	2,327.72	484.27	1,843.45	0.00
21 729 109 6861 920	RESTRICTED G GOLF FUNDRAI-ACTIVITY	1,111.42	565.73	225.00	0.00	770.69
21 729 109 7004 950	RESTRICTED - CLUB HOPE	257.34	2,239.66	3,669.27	550.24	2,237.19
21 729 109 7005 950	RESTRICTED YEARBOOK	0.00	6,197.89	5,595.00	602.89	0.00
21 729 109 7007 950	RESTRICTED WINTER CONCESSIONS	3,000.00	28,423.72	38,061.45	(11,137.73)	1,500.00
21 729 109 7023 950	RESTRICTED FOR ACTIVITY-CLASS 2014	1,511.26	70.23	10.00	9.38	1,460.41
21 729 109 7024 950	RESTRICTED CLASS OF 2009-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 7025 950	RESTRICTED CLASS OF 2010-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 7026 950	RESTRICTED CLASS OF 2011-ACTIVITY	3,073.32	505.93	20.00	(2,587.39)	0.00
21 729 109 7027 950	RESTRICTED CLASS OF 2012-ACTIVITY	1,871.31	12,361.62	11,478.85	1,102.17	2,090.71
21 729 109 7028 950	RESTRICTED CLASS OF 2013-ACTIVITY	2,049.77	923.41	25.00	11.59	1,162.95
21 729 109 7029 950	RESTRICTED HS POST GRADS-ACTIVITY	6,370.66	6,370.66	0.00	2,614.59	2,614.59
21 729 109 7030 950	RESTRICTED HS BPA-ACTIVITY	1,528.15	2,831.41	6,199.34	(1,714.19)	3,181.89
21 729 109 7031 950	RESTRICTED CLASS OF 2008-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 7032 950	RESTRICTED-HOSA FUND BALANCE	15,867.29	8,022.91	6,590.46	642.61	15,077.45
21 729 109 7033 950	RESTRICTED CLASS OF 2015	0.00	0.00	800.00	3.96	803.96
21 729 109 7040 950	RESTRICTED HS FCCLA-ACTIVITY	2,060.47	936.94	683.70	12.58	1,819.81
21 729 109 7050 950	RESTRICTED FOR HS FPA-ACTIVITY	7,433.13	21,519.94	21,260.60	223.62	7,397.41
21 729 109 7060 950	RESTRICTED NATL HONOR SOC-ACTIVITY	313.78	836.65	0.00	541.11	18.24
21 729 109 7070 950	RESTRICTED HS STDT SENATE-ACTIVITY	1,553.31	3,033.84	3,648.50	520.96	2,688.93
21 729 109 7072 950	RESTRICTED SPANISH CLUB-ACTIVITY	6,854.32	16,431.40	15,670.88	1,143.73	7,237.53
21 729 109 7073 950	RESTRICTED HS FRENCH CLUB-ACTIVITY	4,532.04	78.84	3,052.85	314.40	7,820.45
21 729 109 7075 950	RESTRICTED-MAQUOKETAN FUND BALANCE	236.48	0.00	0.00	1.49	237.97
21 729 109 7077 950	NO!!! NOT IN USE/ACTIV'S JUICE-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 7080 950	RESTRICTED HS SADD-ACTIVITY	259.15	325.00	740.65	1.94	676.74
21 729 209 6210 910	RESTRICTED MS CHORUS-ACTIVITY	596.00	564.68	131.00	1.91	164.23
21 729 209 6220 910	RESTRICTED MS BAND-ACTIVITY	1,008.07	11,247.69	11,119.81	23.03	903.22
21 729 209 6700 920	RESTRICTED MS B ATHLTCS-ACTIVITY	4,762.39	6,270.67	4,682.00	27.56	3,201.28
21 729 209 6791 920	RESTRICTED MS MAT REFUR-ACTIVITY	20.59	0.00	0.00	0.12	20.71

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2010 - 06/2011

Excluding Zeros; Beginning Month 07/2010; Processing Month 06/2011; Fund 21

21 STUDENT ACTIVITY FUND

<u>Account Number</u>	<u>Account Name</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 209 6800 920	RESTRICTED MS G ATHLTCS-ACTIVITY	3,567.60	2,417.44	3,166.30	26.48	4,342.94
21 729 209 7049 950	RESTRICTED MS AWARDS-ACTIVITY	1,529.44	1,524.08	1,781.74	10.59	1,797.69
21 729 209 7070 950	RESTRICTED MS STDT COUNCIL-ACTIVIT	4,036.67	4,579.85	5,041.12	32.25	4,530.19
21 729 209 7084 950	RESTRICTED MS CARDS CLUB	758.10	662.68	442.00	4.04	541.46
21 729 418 7082 950	RESTRICTED BR ELEMENTARY CHORUS	127.09	0.00	0.00	0.84	127.93
21 Total:		134,496.47	350,919.12	353,073.14	0.00	136,650.49

*Barbara A. McKeon*  
*Business Coordinator*  
*9-21-11*

## MAQUOKETA COMMUNITY SCHOOLS

**HOT LUNCH REPORT FOR THE MONTH OF:**

**Jun-11**

**CREATED 9/21/11**

5/31/11 Secretary's Balance

\$112,715.14

EOFY 6/30/11

GAAP entries

\$14,761.47

**RECEIPTS:**

**RECEIPTS:**

Earnings on Invest	\$16.00
Acct. Deposits	\$2,389.91
Sp Funct Prog Sles	\$6,316.72
Rev Local Sources	\$2,716.97
State Sources	\$655.00
Federal Sources	\$92,971.31
Contributed Capital	\$17,550.00

\$122,615.91

**DISBURSEMENTS:**

Salaries	\$30,815.02
Payroll benefits	\$17,269.38
Purch Svce	\$1,584.57
Travel	\$69.35
Supplies/Food	\$80,348.86
Equipment/Depreciation	\$19,931.45
Dues & Fees	

\$150,018.63

**6/30/11 Secretary's Balance:**

**\$100,073.89**

*Barbara A. McKeon*

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Barbara A. McKeon, Board Secretary 9/21/11

**V. OLD BUSINESS**

**A. SCHOOL CALENDAR AMENDMENT – GRADUATION DATE  
CHANGE: MAY 20, 2012**

**VI. BOARD COMMENTS**

**VII. ADJOURNMENT OF PREVIOUS BOARD:**

Procedurally, the 2010-2011 School Board officially adjourns at this time and the reorganization process for the 2011-2012 School Board begins.

**Recommendation:** If there is no other business to be conducted by the Board, it is recommended that the 2010-2011 School Board be adjourned.

**Motion Needed.**

**THERE MAY BE A BRIEF RECESS PRIOR TO THE ASSEMBLING OF THE NEW BOARD.**

**ORGANIZATIONAL AND REGULAR BUSINESS MEETINGS WILL FOLLOW ANNUAL MEETING  
MAQUOKETA COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
ORGANIZATIONAL AND REGULAR MEETING  
MONDAY, SEPTEMBER 26, 2011  
PLACE: CENTRAL OFFICE**

- I. ROLL CALL
- II. ASSEMBLING OF THE NEW BOARD OF DIRECTORS
  - A. REVIEW OF ELECTION RESULTS
  - B. ADMINISTRATION OF THE OATH OF OFFICE
  - C. ELECTION OF BOARD OFFICERS AS PER BOARD POLICY 200.1
  - D. REVIEW OF PRESIDENTIAL DUTIES AND VICE-PRESIDENTIAL DUTIES
  - E. DETERMINATION OF TIME AND PLACE OF REGULAR MEETINGS
  - F. REVIEW OF SCHOOL BOARD 'CODE OF ETHICS'
  - G. APPROVAL OF BOARD POLICY BOOK FOR 2011-2012
  - H. APPOINTMENTS AND DESIGNATIONS
    - 1. BOARD SECRETARY / TREASURER
    - 2. SCHOOL ATTORNEY
    - 3. ASBESTOS COORDINATOR
    - 4. TRUANCY OFFICERS
    - 5. RESOLUTION NAMING DEPOSITORIES FOR 2011-12 SCHOOL YEAR
    - 6. APPOINTMENT TO DELWOOD AND ANDREW FACILITIES COMMITTEE
    - 7. REPRESENTATION ON JACKSON COUNTY CONFERENCE BOARD
    - 8. APPOINT LEGISLATIVE ACTION NETWORK REPRESENTATIVE
    - 9. BOARD MEMBER APPOINTMENTS AS BUILDING CONTACTS
- III. CONSENT AGENDA
  - A. APPROVAL OF AGENDA
  - B. REVIEW OF FINANCIAL REPORTS
  - C. RESIGNATION [IF ANY]
  - D. RECOMMENDATION TO HIRE [IF ANY]
- IV. RECEPTION OF VISITORS AND INFORMAL COMMENTS FROM THE PUBLIC
- V. GOOD NEWS: ADMINISTRATIVE REPORTS
- VI. BOARD COMMENTS
- VII. GENERAL BUSINESS OF THE BOARD
  - A. POLICY AND INSTRUCTION
    - 1. REQUEST FOR APPROVAL OF OUT OF SCHOOL SUSPENSION PROGRAM
    - 2. 28-E AGREEMENT WITH CLINTON COMMUNITY COLLEGE FOR INSTRUCTIONAL SERVICES
    - 3. INNOVATIVE CALENDAR REQUEST AND OPPORTUNITY FOR PUBLIC COMMENT
  - B. BUSINESS AFFAIRS
    - 1. SCHOOL BUDGET REVIEW COMMITTEE REQUEST FOR CLAIM OF SPECIAL ED. COSTS
    - 2. SCHOOL BUDGET REVIEW COMMITTEE APPLICATION FOR INCREASING BUDGET AUTHORITY DUE TO OPEN ENROLLMENT OUT STUDENTS
- VIII. LEGISLATIVE UPDATE
  - 1. LEGISLATIVE ACTION NETWORK REPRESENTATIVE
- IX. SUPERINTEDENT'S REPORT
  - 1. OCTOBER 3<sup>RD</sup> – OFFICIAL COUNT DATE FOR FY-12 CERTIFIED ENROLLMENT
  - 2. IASB CONVENTION – NOVEMBER 16-17, 2011
  - 3. BOARD MEMBER ORIENTATION – OCTOBER 27, 2011
  - 4. SPECIAL REPORT: DIRECTOR DISTRICTS AND METHODS OF ELECTION
  - 5. EFFICIENCY STUDY REVIEW AND UPDATE – OCTOBER 10, 2011
- X. ADJOURNMENT

**The next regular board meeting will be on Monday, October 10, 2011 at 6:00 pm.**

I. ROLL CALL

II. ASSEMBLING OF THE NEW BOARD

[II] A. REVIEW OF ELECTION RESULTS

Enclosed for the Board's review are the official results of the School Board Election held on September 13, 2011.

<b><u>Director District 2:</u></b>	Deb Lane:	258 votes
	Todd Green:	172 votes
	Bill Schwenker:	35 votes
	Scattering:	<u>15 votes</u>
	Total:	480 votes

<b><u>Director District 3:</u></b>	Michael Hayward:	540 votes
	Scattering:	<u>6 votes</u>
	Total:	546 votes

<b><u>Director District 4:</u></b>	David Sybesma:	400 votes
	Susan Risinger:	216 votes
	Scattering:	<u>0 votes</u>
	Total:	616 votes

B. ADMINISTRATION OF THE OATH OF OFFICE

State law requires that elected officials be administered the oath of office following their election and before fulfilling the duties of their position. Board Secretary, Barb McKeon, will administer the oath to our recently elected board members:

Deb Lane - will represent District 2  
Michael Hayward – will represent District 3  
David Sybesma – will represent District 4

*“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the office of Director in the Maquoketa Community School District as now or hereafter required by law?”*

[AJ] C. ELECTION OF OFFICERS AS PER BOARD POLICY 200.1

Prior to the election of the Board President for the 2011-2012 school term, either the Superintendent or the Business Manager will serve as temporary chairperson. Barb McKeon will serve in this capacity. She will guide the Board through the nomination and election process for Board President. Please review Board Policy 200.1, enclosed.

Following the election of the Board President, the newly elected President will preside over the meeting and conduct proceedings for the election of the Vice President.

**Recommendation:** Elect the President and Vice-President of the School Board for the 2011-2012 school year as per Board Policy 200.1.

**Motion Needed.**

**STATE OF IOWA**  
**ABSTRACT OF VOTES**

**Jackson County, Iowa**

We, the undersigned Members of the Board of Supervisors and ex-officio County Board of Canvassers for this County, do hereby certify the following to be a true and correct abstract of the votes cast in this County at the 2011 Jackson County School Election held on the 13th day of September, 2011, as shown by the tally lists returned from the several election precincts.

**Maquoketa School Board Director 3**

**Jackson**

MICHAEL L HAYWARD	Received five hundred forty (540) votes
<b>Candidate Total</b>	<b>Five hundred forty (540) votes</b>
SCATTERING	Six (6) votes
TOTAL	Five hundred forty-six (546) votes

**We therefore declare:**

MICHAEL L HAYWARD duly elected for the office of Maquoketa School Board Director 3 for the term of 4 years.

**Maquoketa School Board Director 2**

**Jackson**

TODD GREEN	Received one hundred seventy-two (172) votes
<b>WRITE-IN</b>	
DEB LANE	Received two hundred fifty-eight (258) votes
BILL SCHWENKER	Received thirty-five (35) votes
<b>Candidate Total</b>	<b>Four hundred sixty-five (465) votes</b>
SCATTERING	Fifteen (15) votes
TOTAL	Four hundred eighty (480) votes

**We therefore declare:**

DEB LANE duly elected for the office of Maquoketa School Board Director 2 for the term of 4 years.

**Maquoketa School Board Director 4**

**Jackson**

SUSAN RISINGER	Received two hundred sixteen (216) votes
DAVID S SYBESMA	Received four hundred (400) votes
<b>Candidate Total</b>	<b>Six hundred sixteen (616) votes</b>
SCATTERING	Zero (0) votes
TOTAL	Six hundred sixteen (616) votes

**We therefore declare:**

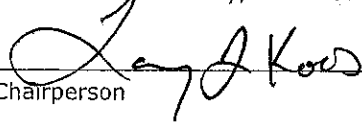
DAVID S SYBESMA duly elected for the office of Maquoketa School Board Director 4 for the term of 4 years.

STATE OF IOWA  
ABSTRACT OF VOTES

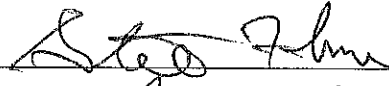
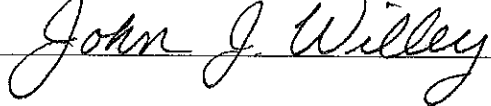
Jackson County, Iowa

IN TESTIMONY WHEREOF, we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors.

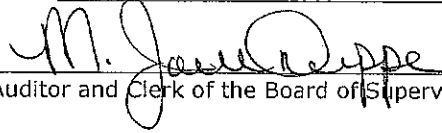
Done at Maquoketa the county seat of Jackson County, this 16th day of September, 2011.

  
\_\_\_\_\_  
Chairperson

(Seal)

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

Members of the Board  
of Supervisors and  
ex-officio County  
Board of Canvassers

Attest:   
\_\_\_\_\_  
County Auditor and Clerk of the Board of Supervisors

Policy Title Organization of Board

The Maquoketa Community School District board is authorized by and derives its organization from Iowa law. The board will consist of five board members.

The board is organized for the purpose of setting policy and providing general direction for the school district. The board will hold its organizational meeting at the first regular meeting following the canvass of votes or the September board meeting of even numbered years. The retiring board will transfer materials, including the board policy manual, and responsibility to the new board.

The organizational meeting allows the outgoing board to approve minutes of its previous meetings, complete unfinished business and review the school election results. The retiring board will adjourn and the new board will then begin. The Secretary of the Board will administer the oath of office to the newly-elected board members. The Secretary of the Board or the Superintendent of Schools will preside while the new board elects the president and vice-president whom will hold office for a term of one year.

Nominations for president may be made by any Board member. The Board member receiving the majority vote will be declared elected. This may be done orally or by written ballot. However, if a written ballot is the choice, ballots must be initialed or signed by each Board member for identification.

The nominations for and election of a vice-president shall be conducted in the same manner as the president.

Legal Reference: Iowa Code §§ 274.2; 275.23A; 277.23, .28, .31; 279.1, .5, .7, .8 .33  
(2007).  
281 I.A.C 12.3(2).

Cross Reference: 201.5 Memberships  
206.1 President  
206.2 Vice-President  
210.2 Regular Meetings

Previous Date of Adoption	11-10-86
First Reading	07-13-87
Adoption of Revision	08-10-87
Reviewed by Policy Committee	09-08-03, 01-08-07, 08-10-09

## ORGANIZATIONAL MEETING PROCEDURES

The board will hold its organizational meeting at the first regular meeting following the canvass of votes or the September board meeting of even numbered years. Notice of the meeting's place and time will be given by the board secretary to each member, member-elect, and the public.

The purpose of the meeting is to transfer material and responsibility from the outgoing board to the new board. At the meeting, the board will elect a president who will hold office for one year. Once elected, the president will be entitled to vote on all matters before the board.

Meeting Procedure

The organizational meeting of the board will be held in two parts: the final meeting of the outgoing board, and the organizational meeting of the new board.

1. Final Meeting of the Retiring Board

- (1) Roll Call.
- (2) Approval of Agenda
- (3) Approval of minutes of previous meeting(s)
- (4) Annual Business
- (5) Old Business - Board resolution of appreciation recognizing the public service rendered by retiring board members (if appropriate).
- (6) Visitors – Comments from the Public
- (7) Board Comments
- (8) Adjournment of the retiring board.

2. Organizational Meeting of the New Board

- (1) Review of election results. The board secretary will present the county auditor's official report on the latest elections. Official results are recorded in the minutes. The Board's Secretary, as president pro tem, will preside over the meeting until a new board president is elected.
- (2) Oath of office. The board secretary will administer the oath to new members
- (3) Election of a president and vice-president of the board.
- (4) Review of Presidential and Vice Presidential Duties
- (5) Determination of time and place of regular meetings
- (6) Review of School Board Code of Ethics
- (7) Approval of the Board Policy Book
- (8) Appointments and Designations

Vacancies in Officer Positions

If any office of the board should become vacant between organizational meetings, such office will be filled by the remaining members of the board in accordance with this policy.

**II. ASSEMBLING OF THE NEW BOARD (continued)**

**D. REVIEW OF PRESIDENTIAL and VICE-PRESIDENTIAL DUTIES**

In order to review the duties of President, it has been the practice of the District to have the newly elected President and Vice-President read Board Policies 206.1 and 206.2 aloud.

[AI]

**E. DETERMINATION OF TIME AND PLACE OF REGULAR SCHOOL BOARD MEETINGS**

It has been the practice to hold board meetings at 6:00 p.m. at the Central Office. It is required that the Board establishes a location and starting time for regular meetings.

The Board Policy 210.2 reflects that meetings will be held at the Central Administration Office at 612 S. Vermont Street and begin at 6:00 pm unless otherwise posted. Meetings shall be held on the second and fourth Monday in the months of September, January, February, March, April and May. Meetings will be held on the second Monday of the month in August, October, November, December, and June. The July meeting is held on the third Monday.

**Recommendation:** It is recommended that the Board of Directors review and approve Policy 210.2 as presented. If further changes are initiated, Policy 210.2 can be amended to reflect those changes.

**Motion Needed.**

**F. REVIEW OF SCHOOL BOARD CODE OF ETHICS**

It has been the practice of the District to have the board members read aloud Board Policy 204 on Board Ethics.

**Recommendation:** Have each member assist with the reading of Board Policy 204.

**Motion Needed.**

[AI]

**G. APPROVAL OF BOARD POLICY BOOK FOR 2011-2012**

Each year, it is required that the Board approves the Board Policy Book as presently written. Individual policy changes will be enacted throughout the year following formal Board action.

**Recommendation:** Approve Board Policies as presently written.

**Motion Needed.**

Policy Title President

It is the responsibility of the board president to lead a well-organized board in an efficient and effective manner. The board president will set the tone of the board meetings and, as the representative of the consensus of the board, speak on behalf of the board to the public.

The president of the board is elected by a majority vote at the organizational meeting in odd-numbered years, or at the annual meeting, in even-numbered years, to serve a one year term of office.

The president, in addition to presiding at the board meetings, will take an active role in board decisions by discussing and voting on each motion before the board in the same manner as other board members. Before making or seconding a motion, the board president will turn over control of the meeting to either the vice-president or other board member.

The board president has the authority to call special meetings of the board. Prior to board meetings, the board president will consult with the superintendent on the development of the agenda for the meeting.

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

However, in the event of a conflict of interest, or the absence of both the President and the Vice-President, the Secretary shall perform this duty

Legal Reference: Iowa Code §§ 279.1.-2; 291.1 (2009)

Cross Reference: 200.1 Organization of the Board of Directors  
206.2 Vice-President

Previous Date of Adoption	04-27-81
Revision Discussion	10-27-86
Adoption of Revision	11-10-86
Reviewed by Policy Committee	09-08-03, 01-08-07, 07-20-09, 07-19-10

Policy Title Vice-President

The Vice-President of the Board of Education shall perform the duties ascribed to the President in Policy Code No. 206.1 in the absence of the President, or at the President's request, or in special circumstances, by the voted request of the majority of the Board of Education.

If the board president is unable to or unwilling to carry out the duties required, it is the responsibility of the Vice-President of the board to carry out the duties of the president. If the president is unable or unwilling to complete the term of office, the vice-president will serve as president for the balance of the president's term of office, and a new vice-president will be elected.

The vice-president of the board will be elected by a majority vote at the organizational meeting, in odd-numbered years, or at the annual meeting, in even-numbered years, to serve a one-year term of office.

The vice-president will accept control of the meeting from the president when the president wishes to make or second a motion. The vice-president will take an active role in board decisions by discussing and voting on matters before the board in the same manner as other board members.

Legal Reference: Iowa Code § 279.5 (2009)

Cross Reference: 200.1 Organization of the Board Members  
206.1 President

Discussion of Proposed New Policy	10-27-86
First Reading Approval	11-10-86
Second Reading Approval	11-24-86
Reviewed by Policy Committee	09-08-03, 01-08-07, 07-20-09, 07-19-10

MCS D  
September 2009  
Chapter 2 - Board of Education

Code No. 210.2

Policy Title Regular Meetings

Regular meetings of the Board of Education normally will be held on the second and fourth Monday in the months of September, January, February, March, April and May. They will be held on the second Monday only in the months of October, November, December, June and August, and, they will be held on the third Monday only in July.

All meetings shall be held in the meeting place officially designated by the Board of Education which shall be at the District Administration Office, 612 South Vermont Street unless otherwise approved by the Board in regular session. Regular meetings normally will commence at 6:00 p.m.

An attempt shall be made to transact all business items at the meeting on the second Monday. Whereas those meetings on the fourth Monday will be devoted to the educational program and the improvement of the curricular offerings of the school.

Legal Reference: Iowa Code §§ 21.3, .4; 279.1 (2005)

Previous Date of Adoption	08-12-91
Revision Discussion	09-24-01
Second and Final Reading	12-09-96
Policy Revised	06-20-02
Reviewed by Policy Committee	09-08-03
Policy Revised	09-12-05, 01-22-07, 09-14-09

Policy Title Code of Ethics

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

AS A SCHOOL BOARD MEMBER

1. I will listen.
2. I will respect the opinions of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "star chamber" or "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on a proposition would be considered to be "close minded". Further, should I agree not to think through other facts and points of view, which might be presented in the meeting, would also be interpreted as "close minded".
8. I will expect, in board meetings, to spend more time on educational programs and procedures than on business detail.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.

Policy Title Code of Ethics, continued

11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigating and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interest of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.
16. I will endeavor to keep informed on local, state, and national educational developments of significance so I may become a better board member.

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods, and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for educational facilities and programs.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

Policy Title Code of Ethics, continued

IN MY RELATIONSHIP WITH SUPERINTENDENT AND EMPLOYEES

1. I will function, in meeting the legal responsibility that is mine, as a part of a legislative, policy forming body, not as an administrative office.
2. I will recognize that it is my responsibility, together with that of my fellow Board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the Board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through both oral and written reports.
7. I will vote to employ employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teacher and the board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the Superintendent of Schools friendly counsel and advice.
11. I will present any personal criticism of employees to the Superintendent of Schools.
12. I will refer all complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARDS

1. I will not employ a Superintendent, principal, or teacher who is already under contract with another school without first securing assurance from the proper authority that the person can be released from contract.

Policy Title Code of Ethics, continued

2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring Board or Superintendent.
3. I will not recommend an employee for a position in another school district unless I would employ the employee under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgment, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

Legal Reference: Iowa Code §§ 21.6(3)(d); 68B; 69; 277.28; 279.7A, 279.8. 301.28 (2007)

Cross Reference: 203 Board of Directors' Conflict of Interest

Previous Date of Adoption	11-10-86
Revision Discussion	07-20-92
Adoption of Revision	07-20-92
Reviewed by Policy Committee	09-08-03, 01-08-07, 11-12-07

II. ASSEMBLING OF THE NEW BOARD (Continued)

H. APPOINTMENTS AND DESIGNATIONS

[AI]

1. BOARD SECRETARY/TREASURER

In the past, the Board has been required to appoint both a Board Secretary and a Board Treasurer to serve the school district. Iowa Chapter 277.28 and Board Policy 206.3 & 206.4 govern Board action regarding these appointments. The Iowa Code has since been amended so that the annual appointment of a Board Secretary is no longer a required component. It has been the tradition of the Board to administer this oath each year. While it is not required, it is a practice that may be continued at the Board's discretion.

**Recommendation:** It is recommended that the Board of Directors appoint Barb McKeon as Board Secretary and Board Treasurer for the 2011-2012 school year.

**Motion Needed.**

*"Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the offices of Secretary and Treasurer in the Maquoketa Community School District as now or hereafter required by law?"*

[AI]

2. SCHOOL ATTORNEY

The Iowa Association of School Boards recommends that each local school district designate a local attorney to attend to routine legal school matters requiring such expertise.

The law firm of Schoenthaler, Roberg, Bartelt and Kahler has served the district for many years. During the past year, Steve Kahler assumed the lead role in meeting the district's needs.

**Recommendation:** It is recommended the Board designate the firm of Schoenthaler, Roberg, Bartelt and Kahler (and/or Steve Kahler) as local school attorney for the Maquoketa Community School District for the 2011-2012 school year.

**Motion Needed.**

[AI]

3. ASBESTOS COORDINATOR

The school district is required to designate an employee as the coordinator of our local asbestos plan.

**Recommendation:** It is recommended that the Board designate Director of Transportation and Operations, Mike Wing as District Asbestos Plan Coordinator for the 2011-2012 school year.

**Motion Needed.**

Policy Title: Secretary

It is the responsibility of the Board to annually appoint a Board Secretary at the organizational meeting in odd-numbered years, or at the annual meeting, in even-numbered years, or the September board meeting of even numbered years.

A Board Secretary may be appointed from employees, other than a position requiring a teaching certificate, or from the public at the Board's annual meeting. To finalize the appointment, the Board Secretary will take the oath of office during the meeting at which the individual was appointed or no later than ten days thereafter. [It is the responsibility of the Board to evaluate the Board Secretary annually.]

It is the responsibility of the board secretary, as custodian of school district records,

To preserve and maintain the records and documents pertaining to the business of the district.

To keep complete minutes of special and regular board meetings, including closed sessions.

Keep a record of the results of regular and special elections.

Keep a record of each fund deposited with the Treasurer.

Keep an accurate account of all bills and present them to the Board for audit and approval for payment.

Make and file with the Board monthly financial statements, showing receipts, disbursements, and the remaining balance in each fund.

Countersign with the President, all warrants and drafts upon the County Treasurer. Draw warrants for claims allowed by the Board, countersign and keep a record of them, showing fund upon which the warrant is drawn, the date, name of vendor, purpose, and the amount.

Report to the County Treasurer, the name of the President, the Secretary, and the Treasurer of the School Board as soon as practicable after each officer has qualified.

Prepare and publish the annual and quarterly financial statements for the district.

Mail itemized tuition statements as per written or oral agreements with cooperating districts or agencies.

Policy Title: Secretary, continued

Call to the attention of the Board legal requirements in those matters for which the Secretary is responsible.

Handle legal advertisements.

Countersign all interest bearing school bonds issued.

Collect data on truant students.

The Board Secretary will also be responsible for filing the required reports with the Iowa Department of Education.

Perform such other duties from time to time as may be required by the Board of Education, Superintendent, or by law.

In the event the President and Vice-President are absent, the Secretary shall serve as temporary chairperson for the purpose of selecting a President protempore.

Legal reference: Iowa Code §§ 64; 279.3, .5, .7, .32, .33, .35;  
291.2-.4, .6-.8, .10-.11; 299.10, .16 (2009)  
281 I.A.C. 12.3(1).

Cross Reference:	206.4	Treasurer
	210.1	Annual Meeting
	804.1	Secretary's Monthly Report
	215	Minutes of Open Meeting
	501.10	Truancy – Unexcused Absences
	707.1	Secretary Monthly Report
	708	School District Records

Previous Date of Adoption	11-12-79
Revision Discussion	10-27-86
Adoption of Revision	11-10-86
Reviewed Policy	03-25-02
Reviewed by Policy Committee	09-08-03, 01-08-07, 07-20-09, 07-19-10

Policy Title Treasurer

It is the responsibility of the Board to annually appoint a treasurer at the organizational meeting in odd-numbered years, or at the annual meeting, in even-numbered years, to serve a one year term of office. The treasurer may be the same individual serving as secretary. To finalize the appointment, the treasurer will take the oath of office at the meeting or no later than ten days thereafter.

It is the responsibility of the treasurer to oversee the investment portfolio, to receive funds of the school district, to pay out the funds for expenses approved by the Board, to maintain accurate accounting records for each fund, to report monthly regarding the investment portfolio and the status of each fund and to file required reports with the appropriate state agencies and other entities.

If the treasurer is unable or unwilling to carry out the duties required, it is the responsibility of the Superintendent to carry out the duties of the treasurer.

The treasurer shall give bond in an amount set by the Board. The cost of the bond will be paid by the school district.

Legal Reference: Iowa Code §§ 12B.10; 12C; 279.3, .31-.33; 291.2-.4, .8, .11-.14 (2009)  
281 I.A.C. 12.3 (1)

Cross Reference: 206.3 Secretary  
210.1 Annual Meeting  
215 Minutes of Open Meetings  
704.3 Investments

Previous Date of Adoption	11-10-86
Revision Discussion	07-20-92
First Reading on Revision	07-20-92
Second Reading – Adoption	07-20-92
Reviewed by Policy Committee	09-08-03, 01-08-07, 07-20-09, 07-19-10

II. ASSEMBLING OF THE NEW BOARD (Continued)

H. APPOINTMENTS AND DESIGNATIONS

[AI] 4. TRUANCY OFFICERS

HF 455 makes the appointment of district truancy officer(s) optional. However, if the Board does not appoint such officer(s), the Board must designate someone to collect information regarding the number of students who are truant. In the past, building administrators at each attendance center have been appointed as truancy officers.

**Recommendation:** It is recommended that the building administrators serve as truancy officers for the 2011-2012 school year.

**Motion Needed.**

[AI] 5. RESOLUTION NAMING DEPOSITORIES FOR FY 2011-12

The Board is required to name depositories and designate maximum balances on an annual basis. Business Coordinator, Barb McKeon is not recommending any changes for the coming fiscal year at this time.

Maquoketa State Bank, Maquoketa, IA	\$12,000,000
US Bank, Maquoketa, IA	\$3,000,000
Ohnward Bank & Trust, Baldwin, IA	\$5,000,000
Du Trac Comm. Credit Union, Maquoketa, IA	\$100,000
Clinton National Bank, Delmar, IA	\$1,000,000
Fidelity Bank, Maquoketa, IA	\$5,000,000
First Central State Bank, DeWitt, IA	\$1,000,000
Bankers Trust, Des Moines, IA	\$700,000

**Recommendation:** It is recommended that the Board approve the named depositories and the limits as presented.

**Motion Needed.**

[AI] 6. APPOINTMENT OF BOARD MEMBER TO DELWOOD AND ANDREW FACILITIES COMMITTEE

The Facility Improvement Program is a 28-E Agreement between the Maquoketa and the Andrew and Delwood School Districts that establishes a restricted fund in the Local Option Sales and Services Tax fund of both Andrew and Delwood for the purpose of assisting Maquoketa in defraying the cost of secondary school building infrastructure needs. For the past two years, Former Director Mark Pape represented the Maquoketa Board on the Facilities Improvement Committee. The Directors may name one director to serve on both committees or appoint two different directors to serve on the respective committees.

**Recommendation:** It is recommended that the Board appoint a Director(s) to serve on the Maquoketa-Delwood and Maquoketa-Andrew Facility Improvement Committees for the 2011-12 school year.

**Motion Needed.**

H. APPOINTMENTS AND DESIGNATIONS (Continued)

[AI] 7. REPRESENTATION ON JACKSON COUNTY CONFERENCE BOARD

The Board of Directors is entitled to representation on the 2011-12 Jackson County Conference Board. This Board is responsible for overseeing the budget of the County Assessor.

In 2010-11, Director Hudrlik served in this capacity as a representative of the Board. The Board will need to name a new representative for the 2011-12 school year.

**Recommendation:** It is recommended that the Board appoint one member to serve as a representative on the County Conference Board.

**Motion Required.**

[AI] 8. LEGISLATIVE ACTION NETWORK REPRESENTATIVE

Annually, the Board of Directors appoints a Director to serve as the Legislative Action Network Representative. With assistance from the superintendent, this individual takes a leadership role and reporting and updating fellow-Board Members regarding legislative issues impacting school districts.

This individual usually (but not always) represents the Board of Directors at the Delegate Assembly of the Iowa Association of School Boards held in conjunction with the Annual School Board Convention held in Des Moines.

In 2010-11, Former Director Mark Pape served as the Legislative Action Network Representative. The Board will need to name a new representative for the 2011-12 school year.

**Recommendation:** It is recommended that the Board appoint one member to serve as the Legislative Action Network Representative.

**Motion Required.**

[AI] 9. BOARD MEMBER APPOINTMENTS AS BUILDING CONTACTS

It has been the past practice of the Board to appoint a member to serve as a liaison to each building. If it is the Board's desire to continue this practice, specific assignments should be determined. This practice has served the district well in the past and assists in improving communications.

The Board President is typically assigned to the Central Office.

High School -  
Middle School -  
Cardinal Elementary -  
Briggs Elementary -

**Recommendation:** Assignments are at the Board's discretion.

**Motion Needed.**

**III. CONSENT AGENDA**

**A. APPROVAL OF AGENDA**

**B. REVIEW OF FINANCIAL REPORTS**

A. REVENUE REPORT

B. GENERAL FUND AND NON-BUDGETED EXPENDITURE REPORT

C. ACTIVITY FUND REPORT

D. NUTRITION FUND REPORT

**C. RESIGNATION: OTHER [IF ANY]**

**D. RECOMMENDATIONS TO HIRE: OTHER [IF ANY]**

**Recommendation:** Approve items in the consent agenda as presented.

**Motion Needed.**

**IV. RECEPTION OF VISITORS AND INFORMAL COMMENTS FROM THE PUBLIC**

**V. GOOD NEWS: ADMINISTRATIVE REPORTS**

**1. ADMINISTRATORS WILL MAKE BRIEF REPORTS**

**VI. BOARD COMMENTS:**

REVENUE REPORT FOR BOARD		FY2011/12	8/31/11	Created 9/23/11
#10 GENERAL FUND	Approp.	Prior Mo YTD	Current Month	YTD Total
Taxes Levied On Property				\$0.00
Income Surtaxes				\$0.00
Utility Repl Exc Tax/M&E Repl				\$0.00
Tuition/Transp Received		\$135.44	\$832.96	\$968.40
Earnings on Investments			\$387.80	\$387.80
Nutrition Program Sales			\$664.06	\$664.06
Student Activities and Sales				\$0.00
Other Revenues from Local Sources		\$100.00	\$32,945.12	\$33,045.12
Revenue from Intermediary Sources				\$0.00
State Foundation Aid				\$0.00
Instructional Support State Aid				\$0.00
Other State Sources				\$0.00
Chapter 1 Grants				\$0.00
Other Federal Sources				\$0.00
<b>Total General</b>	<b>\$0</b>	<b>\$235.44</b>	<b>\$34,829.94</b>	<b>\$35,065.38</b>
<b>ADOPTED APRIL 2011</b>	<b>\$16,424,426</b>			
#61 NUTRITION FUND	Approp.			
Earnings on Investments			\$6.71	\$6.71
Account Deposits/Nut Prog Sales		\$136.51	\$35,919.22	\$36,055.73
Sp Function Prog Sales			\$2,180.93	\$2,180.93
Other Revenues from Local Sources		\$1.50	\$23.00	\$24.50
Other State Sources				\$0.00
Other Federal Sources				\$0.00
<b>Total Nutrition</b>	<b>\$0.00</b>	<b>\$138.01</b>	<b>\$38,129.86</b>	<b>\$38,267.87</b>
#21 ACTIVITY FUND	Approp.			
<b>Total Activity</b>		<b>\$5,504.00</b>	<b>\$39,026.45</b>	<b>\$44,530.45</b>
#22 MGMT FUND	Approp.			
Taxes Levied on Property				\$0.00
Misc. Income				\$0.00
Federal Grants				\$0.00
Military Credit				\$0.00
Utility Repl Exc Tax				\$0.00
<b>Total Mgmt</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
#27 & #81 TRUST FUNDS	Approp.			
Earnings on Investments		\$3.29	\$411.90	\$415.19
Donations/Gifts			\$100.00	\$100.00
<b>Total Expend. Trust</b>	<b>\$0.00</b>	<b>\$3.29</b>	<b>\$511.90</b>	<b>\$515.19</b>
#40 & #41 DEBT SVCE FUND	Approp.			
Taxes Levied On Property				\$0.00
Int Earned/Other Income			\$1.25	\$1.25
Military Credit				\$0.00
Util Repl Exc Tax				\$0.00
<b>Total SH Debt Service</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1.25</b>	<b>\$1.25</b>
#35 CA PLAYGRND	Approp.			
Misc/Donations				\$0.00
Interest				\$0.00
Federal Sources				\$0.00
<b>Total Capital Projects</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
#33 LOCAL OPT. S & S TAX	Approp.			
Local Option Sales Tax Proceeds				\$0.00
Interest				\$0.00
Federal Sources				\$0.00
Donations/Microsoft			\$1,900.00	\$1,900.00
<b>Total Capital Projects</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,900.00</b>	<b>\$1,900.00</b>

<b>#36 SH PPEL FUND</b>	<b>Approp.</b>			
Taxes Levied On Property				\$0.00
Other Revenue				\$0.00
Earnings on Investments			\$32.23	\$32.23
Military Credit				\$0.00
Federal Grants				\$0.00
Util Repl Exc Tax				\$0.00
<b>Total SH PPEL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32.23</b>	<b>\$32.23</b>
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$5,880.74</b>	<b>\$114,431.63</b>	<b>\$120,312.37</b>
<i>FYI...ADOPTED APRIL 2011</i>	<i>\$19,378,456.00</i>	<i>Excludes Oper. Transfers In/FA Dispositions</i>		
<i>Oper. Transfers In/F A Dispositions:</i>	<i>Appropriated</i>			<i>YTD</i>
<i>General 10</i>		<i>\$1,323.71</i>		<i>\$1,323.71</i>
<i>Mgmt 22</i>				<i>\$0.00</i>
<i>Debt Service 40/41</i>		<i>\$43,168.98</i>	<i>\$43,173.75</i>	<i>\$86,342.73</i>
<i>Capital Proj HS 36</i>				<i>\$0.00</i>
<i>Local Option Sales Tax 33</i>		<i>\$14,200.00</i>		<i>\$14,200.00</i>
<i>Total</i>	<i>\$0.00</i>	<i>\$58,692.69</i>	<i>\$43,173.75</i>	<i>\$101,866.44</i>
<b>*****NOT BUDGETED FUNDS:</b>				
<b>#71 HEALTH FUND</b>		<b>Prior Month</b>	<b>Current Month</b>	<b>YTD Total</b>
Other Revenues from Local Sources				\$0.00
Transfers		\$186,682.91	\$186,681.51	\$373,364.42
<b>Total Health</b>		<b>\$186,682.91</b>	<b>\$186,681.51</b>	<b>\$373,364.42</b>
<i>Barbara A. McKeon</i>				
Business Coordinator				
	<i>9/23/11</i>			

GENERAL FUND & NON BUDGETED EXPENDITURE DETAIL REPORT FOR BOARD				8/31/11	
FY2011-12				Created 9/23/11	
GENERAL FUND			PR MO EXP YTD	CURRENT MONTH EXPENDITURE	CURR EXP YEAR TO DATE
SALARIES			\$34,406.68	\$127,157.70	\$161,564.38
BENEFITS			\$11,581.66	\$56,498.76	\$68,080.42
SPECIAL EDUCATION			\$649.19	\$2,107.15	\$2,756.34
MEDICAID TPB REIMB (EST)			\$0.00		\$0.00
IDEA PART B (AEA 9)			\$0.00		\$0.00
IDEA PART B ARRA #4031			\$0.00		\$0.00
TITLE I			\$0.61	\$18.16	\$18.77
CENTRAL OFFICE & GRANTS			\$17,485.46	\$10,751.21	\$28,236.67
OPERATION/MAINTENANCE			\$5,278.66	\$25,714.29	\$30,992.95
TRANSPORTATION			\$518.99	\$2,327.06	\$2,846.05
HIGH SCHOOL			\$36.21	\$4,467.06	\$4,503.27
MIDDLE SCHOOL			\$504.39	\$2,865.60	\$3,369.99
CARDINAL			\$24.39	\$288.76	\$313.15
BRIGGS			\$793.39	\$856.94	\$1,650.33
SACRED HRT (Texts/Techn)			\$0.00		\$0.00
TAL. & GIFTED			\$0.00		\$0.00
INSTRUCTIONAL SUPPORT:					
Misc. Instr (#755 KPH & SIS)			\$19,628.00	\$361.88	\$19,989.88
Curr Support (HS #756)			\$0.00	\$513.71	\$513.71
Bldg Techn Needs (#758)		PPEL/LOT	\$0.00		\$0.00
Dst Wide Tech Exp (DC #759)			\$0.00	\$2,172.14	\$2,172.14
Salaries & Benefits (#655)			\$0.00		\$0.00
Subtotal Instruct. Support		\$0.00	\$19,628.00	\$3,047.73	\$22,675.73
EC AT RISK CA #3234					\$0.00
GRAA #4329			\$1,202.55	\$1,186.13	\$2,388.68
EXTRA CURR. ACCOUNTS				\$45.53	\$45.53
CORRECTIVE TRANSFER TO PPEL					\$0.00
PASS THROUGH TO AEA					\$0.00
GENERAL FUND TOTAL		\$0.00	\$92,110.18	\$237,332.08	\$329,442.26
Adopted April 2011		\$16,678,928.00			
Non Budgeted Expenditures:					
Health Fund			\$146,701.10	\$219,394.06	\$366,095.16
<i>Barbara A. McKeon</i>					
BUSINESS COORDINATOR			9/23/11		

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2011 - 08/2011

Excluding Zeros; Beginning Month 07/2011; Processing Month 08/2011; Fund 21

21 STUDENT ACTIVITY FUND

<u>Account Number</u>	<u>Account Name</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 009 6504 920	RESTRICTED DRUG TESTING-ACTIVITY	891.00	0.00	0.00	0.00	891.00
21 729 009 7001 950	RESTRICTED DIST INTEREST-ACTIVITY	0.00	0.00	15.72	0.00	15.72
21 729 109 6000 919	RESTRICTED HS ACT TICKETS-ACTIVITY	2.40	0.00	16,030.00	0.00	16,032.40
21 729 109 6006 910	RESTRICTED ACTIVITIES CONTROL-ACTI	4,283.24	0.00	0.00	0.00	4,283.24
21 729 109 6120 910	RESTRICTED HS SPEECH-ACTIVITY	0.00	75.00	0.00	0.00	(75.00)
21 729 109 6121 910	RESTRICTED SPEECH FUNDRAISER	1,243.58	0.00	0.00	0.00	1,243.58
21 729 109 6210 910	RESTRICTED HS VOCAL MUSIC-ACTIVITY	0.00	12.50	0.00	0.00	(12.50)
21 729 109 6211 910	RESTRICTED HARM HLPRS-ACTIVITY	534.44	0.00	0.00	0.00	534.44
21 729 109 6220 910	RESTRICTED HS BAND-ACTIVITY	0.00	12.50	0.00	0.00	(12.50)
21 729 109 6221 910	RESTRICTED HS BAND TOUR-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6502 920	RESTRICTED ATHLETIC CONTROL	21,881.77	0.00	1,290.75	5,577.26	28,749.78
21 729 109 6503 920	RESTRICTED ATHLETIC PASS	2,385.44	0.00	2,370.00	0.00	4,755.44
21 729 109 6645 920	RESTRICTED COED CROSS COUNTRY	0.00	0.00	0.00	0.00	0.00
21 729 109 6646 920	RESTRICTED HS CROSS COUNTRY FUNDRAISER	332.13	0.00	306.00	0.00	638.13
21 729 109 6651 920	RESTRICTED TENNIS FUNDRAI-ACTIVITY	1,545.18	0.00	0.00	0.00	1,545.18
21 729 109 6693 920	RESTRICTED CHEERLEADERS	0.00	40.00	0.00	0.00	(40.00)
21 729 109 6694 920	RESTRICTED DANCE TEAM	0.00	0.00	0.00	0.00	0.00
21 729 109 6695 920	RESTRICTED-CHEERLEADERS FUNDRAISER ACCT	6,122.61	252.40	2,514.74	0.00	8,384.95
21 729 109 6696 920	RESTRICTED- DANCE TEAM FUNDRAISER ACCT	2,042.28	0.00	59.30	0.00	2,101.58
21 729 109 6710 920	RESTRICTED HS B BSKTBLL-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6711 920	RESTRICTED BBB FUNDRAISR-ACTIVITY	2,571.55	420.00	0.00	0.00	2,151.55
21 729 109 6720 920	RESTRICTED HS FOOTBALL-ACTIVITY	0.00	773.00	275.00	0.00	(498.00)
21 729 109 6721 920	RESTRICTED FTBALL FUNDRAIS-ACTIVTY	8,180.70	268.65	7,295.00	0.00	15,207.05
21 729 109 6725 920	RESTRICTED HS B SOCCER	0.00	0.00	0.00	0.00	0.00
21 729 109 6726 920	RESTRICTED HS B SOCCER FUNDRAISER	868.77	0.00	0.00	0.00	868.77
21 729 109 6730 920	RESTRICTED HS BASEBALL-ACTIVITY	0.00	1,131.37	329.00	0.00	(802.37)
21 729 109 6731 920	RESTRICTED BASEBL FUNDRA-ACTIVITY	1,497.60	0.00	0.00	0.00	1,497.60
21 729 109 6740 920	RESTRICTED HS B TRACK-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6741 920	RESTRICTED B TRCK FUNDRAI-ACTIVITY	0.00	0.00	0.00	(37.99)	(37.99)
21 729 109 6750 920	RESTRICTED B TENNIS-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6760 920	RESTRICTED HS B GOLF-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6761 920	RESTRICTED B GOLF FUNDRAIS-ACTIVTY	2,473.40	0.00	88.00	0.00	2,561.40
21 729 109 6790 920	RESTRICTED HS WRESTL-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6791 920	RESTRICTED HS WR FUNDRAIS-ACTIVITY	2,097.54	0.00	0.00	0.00	2,097.54
21 729 109 6810 920	RESTRICTED HS G BSKTBLL-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6811 920	RESTRICTED G BB FUNDRAIS-ACTIVITY	1,034.92	811.42	1,300.00	0.00	1,523.50
21 729 109 6815 920	RESTRICTED HS VLLYBALL-ACTIVITY	0.00	533.68	883.25	0.00	349.57

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2011 - 08/2011

Excluding Zeros; Beginning Month 07/2011; Processing Month 08/2011; Fund 21

21 STUDENT ACTIVITY FUND

<u>Account Number</u>	<u>Account Name</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 109 6816 920	RESTRICTED VOLLYBL FUNDR-ACTIVITY	374.92	240.00	9,166.00	0.00	9,300.82
21 729 109 6825 920	RESTRICTED HS G SOCCER	0.00	0.00	0.00	0.00	0.00
21 729 109 6826 920	RESTRICTED HS G SOCCER FUNDRAIER	263.43	0.00	0.00	0.00	263.43
21 729 109 6835 920	RESTRICTED HS SOFTBALL-ACTIVITY	0.00	272.42	0.00	0.00	(272.42)
21 729 109 6836 920	RESTRICTED SFTBL FUNDR-ACTIVITY	1,326.51	0.00	0.00	0.00	1,326.51
21 729 109 6840 920	RESTRICTED HS G TRACK-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6841 920	RESTRICTED G TRCK FNDRAIS-ACTIVITY	270.61	0.00	0.00	0.00	270.61
21 729 109 6850 920	RESTRICTED G TENNIS-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6860 920	RESTRICTED HS G GOLF-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 6861 920	RESTRICTED G GOLF FUNDRAI-ACTIVITY	770.69	0.00	0.00	0.00	770.69
21 729 109 7004 950	RESTRICTED - CLUB HOPE	2,237.19	263.97	0.00	0.00	1,973.22
21 729 109 7005 950	RESTRICTED YEARBOOK	0.00	0.00	0.00	(5,539.27)	(5,539.27)
21 729 109 7007 950	RESTRICTED WINTER CONCESSIONS	1,500.00	0.00	1,131.15	0.00	2,631.15
21 729 109 7023 950	RESTRICTED FOR ACTIVITY-CLASS 2014	1,460.41	0.00	0.00	0.00	1,460.41
21 729 109 7026 950	RESTRICTED CLASS OF 2011-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 7027 950	RESTRICTED CLASS OF 2012-ACTIVITY	2,090.71	0.00	0.00	0.00	2,090.71
21 729 109 7028 950	RESTRICTED CLASS OF 2013-ACTIVITY	1,162.95	0.00	0.00	0.00	1,162.95
21 729 109 7029 950	RESTRICTED HS POST GRADS-ACTIVITY	2,614.59	0.00	0.00	0.00	2,614.59
21 729 109 7030 950	RESTRICTED HS BPA-ACTIVITY	3,181.89	0.00	275.00	0.00	3,456.89
21 729 109 7032 950	RESTRICTED-HOSA FUND BALANCE	15,077.45	0.00	357.00	0.00	15,434.45
21 729 109 7033 950	RESTRICTED CLASS OF 2015	803.96	0.00	0.00	0.00	803.96
21 729 109 7040 950	RESTRICTED HS FCCLA-ACTIVITY	1,819.81	0.00	0.00	0.00	1,819.81
21 729 109 7050 950	RESTRICTED FOR HS FPA-ACTIVITY	7,397.41	199.06	639.54	0.00	7,837.89
21 729 109 7060 950	RESTRICTED NATL HONOR SOC-ACTIVITY	18.24	0.00	0.00	0.00	18.24
21 729 109 7070 950	RESTRICTED HS STDT SENATE-ACTIVITY	2,688.93	0.00	0.00	0.00	2,688.93
21 729 109 7072 950	RESTRICTED SPANISH CLUB-ACTIVITY	7,237.53	0.00	80.00	0.00	7,317.53
21 729 109 7073 950	RESTRICTED HS FRENCH CLUB-ACTIVITY	7,820.45	0.00	80.00	0.00	7,900.45
21 729 109 7075 950	RESTRICTED-MAQUOKETAN FUND BALANCE	237.97	0.00	0.00	0.00	237.97
21 729 109 7077 950	NO!!! NOT IN USE/ACTIV'S JUICE-ACTIVITY	0.00	0.00	0.00	0.00	0.00
21 729 109 7080 950	RESTRICTED HS SADD-ACTIVITY	676.74	0.00	0.00	0.00	676.74
21 729 209 6210 910	RESTRICTED MS CHORUS-ACTIVITY	164.23	0.00	0.00	0.00	164.23
21 729 209 6220 910	RESTRICTED MS BAND-ACTIVITY	903.22	0.00	0.00	0.00	903.22
21 729 209 6700 920	RESTRICTED MS B ATHLTCS-ACTIVITY	3,201.28	0.00	0.00	0.00	3,201.28
21 729 209 6791 920	RESTRICTED MS MAT REFUR-ACTIVITY	20.71	0.00	0.00	0.00	20.71
21 729 209 6800 920	RESTRICTED MS G ATHLTCS-ACTIVITY	4,342.94	0.00	0.00	0.00	4,342.94
21 729 209 7049 950	RESTRICTED MS AWARDS-ACTIVITY	1,797.69	0.00	0.00	0.00	1,797.69
21 729 209 7070 950	RESTRICTED MS STDT COUNCIL-ACTIVIT	4,530.19	41.39	45.00	0.00	4,533.80
21 729 209 7084 950	RESTRICTED MS CARDS CLUB	541.46	0.00	0.00	0.00	541.46

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2011 - 08/2011

Excluding Zeros; Beginning Month 07/2011; Processing Month 08/2011; Fund 21

21 STUDENT ACTIVITY FUND

<u>Account Number</u>	<u>Account Name</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 418 7082 950	RESTRICTED BR ELEMENTARY CHORUS	127.93	0.00	0.00	0.00	127.93
	21 Total:	136,650.49	5,347.36	44,530.45	0.00	175,833.58

## MAQUOKETA COMMUNITY SCHOOLS

**HOT LUNCH REPORT FOR THE MONTH OF:**

**Aug-11**

**CREATED 9/21/11**

7/31/11 Secretary's Balance

\$90,059.32

EOFY 6/30/11

GAAP entries

(\$5,751.20)

**RECEIPTS:**

**RECEIPTS:**

Earnings on Invest

\$6.71

Acct. Deposits

\$35,919.22

Sp Funct Prog Sles

\$2,180.93

Rev Local Sources

\$23.00

State Sources

Federal Sources

Contributed Capital

\$38,129.86

**DISBURSEMENTS:**

Salaries

\$86.86

Payroll benefits

\$4,883.17

Purch Svce

\$41.52

Travel

Supplies/Food


Equipment/Depreciation

Dues & Fees

\$5,011.55

**8/31/11 Secretary's Balance:**

**\$117,426.43**



Barbara A. McKeon, Board Secretary 9/21/11

**VII. GENERAL BUSINESS OF THE BOARD**

**A. POLICY AND INSTRUCTION**

[AI] **1. REQUEST FOR APPROVAL OF OUT OF SCHOOL SUSPENSION PROGRAM**

High School Principal, Mark Vervaecke and Middle School Principal, Christine Snell, are asking for Board approval of a contract with Anna B. Lawther Academy Hillcrest Family Services (Maquoketa) to provide a supervised setting for students in special needs programs that have been suspended from school.

This agreement has been in place for the past five years. The program is primarily (but not exclusively) utilized to serve students in the Behavioral Disorder programs. Building administrators report that this program has added a needed component of accountability and helped to improve the behavioral management systems utilized at both the Middle School and High School.

**Recommendation:** It is recommended that the Board approve a contract with Anna B. Lawther Hillcrest Family Services to provide specialized out-of-school suspension / intervention programming for the 2011-2012 school year.

**Motion Needed.**

[AI] **2. 28-E AGREEMENT WITH CLINTON COMMUNITY COLLEGE FOR INSTRUCTIONAL SERVICES**

**Welding Instructor:**

Prior to the 2009-2010 school year the Board of Directors approved an expansion of the welding program to offer a Welding Academy. The expansion of this program has allowed students an opportunity to complete the equivalent of a first year community college program. If approved, Craig Burken, will continue to be an employee of Clinton Community College but will provide instruction for all welding classes taught at Maquoketa High School. The cost for the program is summarized as follows:

Salary:	\$ 46,337
Insurance	\$ 8,897
<u>FICA / IPERS /Disability (15.016%)</u>	<u>\$ 7,284</u>
<b>Total cost to MCSD:</b>	<b>\$ 62,518</b>

**Instructor Hired by EICCD under Adjunct Status:**

When, by mutual agreement between the school district and the college, an adjunct instructor is hired by the EICCD, the cost to the school district will be the actual adjunct rate per credit hour plus benefits, assessed at 15.72%.

**Motion Required**

**VII. GENERAL BUSINESS OF THE BOARD**

**A. POLICY AND INSTRUCTION**

[AI]

**3. INNOVATIVE CALENDAR REQUEST AND OPPORTUNITY FOR PUBLIC COMMENT**

The district has received notification from the state that a preliminary request for an innovative calendar (similar to the current calendar) must be submitted to the Department of Education by November 1, 2011. Submitting this preliminary request does not lock the Board into a particular calendar. However, if the preliminary request is not submitted, the Board will not have the option to do so later in the year.

The rationale for making the request are enclosed for your review.

Prior to taking action on any application for an innovative calendar, an opportunity for public comment and input must be provided. The Board President may recognize any members of the audience that would like to make comments to be noted for the record.

**Opportunity for Public Comment / Discussion**

Board approval must be given prior to submitting the request for an innovative calendar, as this documentation from official board minutes must be included in the application.

It should be noted that the Board of Directors would still have the authority and flexibility to establish an official school calendar for the 2012-2013 school year.

**Recommendation:** It is recommended that the Board authorize Curriculum/School Improvement Director, Helen Snell, to submit a preliminary application on behalf of the District for an innovative calendar for the 2012-2013 school year.

**Motion Needed.**

**B. BUSINESS AFFAIRS**

[AI]

**1. SCHOOL BUDGET REVIEW COMMITTEE REQUEST FOR CLAIM OF SPECIAL EDUCATION ADMINISTRATIVE COSTS**

As was the case the last several years, we are asking Board approval to submit a request to the Department of Education School Budget Review Committee for approval to charge certain administrative costs to special education weighted funds. The justification for this request is based on the following factor:

*MCSD serves as the fiscal agent for the Hillcrest Alternative School located in Maquoketa.*

If approved, this will be forwarded to the SBRC for consideration at their December meeting. This request did receive SBRC approval a year ago. We are optimistic that it will receive favorable consideration again this year.

**Recommendation:** Approve the request to the School Budget Review Committee to charge administrative costs to special education.

**Motion Required.**

September 26, 2011  
Memo to: Board of Education  
From: Helen Snell, Director of School Improvement  
Re: Innovative Calendar

## **Educational Impact and Rationale for an Innovative Calendar**

Please review the following information regarding an Innovative Calendar Request for the Maquoketa Community School District for the 2012-2013 school year. The request includes 177 student days within the school calendar. The application is to be submitted to the Department of Education by November 1, 2011. Our request can be retracted after that date, but we cannot file a request after that time.

We are seeking an innovative calendar in order to allow longer, sustained times for teachers to work together to meet the goals of our Five Year Comprehensive School Improvement Plan (CSIP). Specific actions are outlined in the CSIP for our district-wide professional development plan. The district plan coincides with the Iowa Professional Development Model, which requires learning theory for each initiative, participation in demonstration and practice, and allowing time for reflection and feedback from colleagues and team members. The innovative calendar of full staff development days is much more conducive to this model of professional development.

The actions within our plan include using professional development time and resources to focus on learning new content, curriculum, instructional practices, and assessment leading to increased student achievement. The plan and actions also align with the Iowa Teaching Standards.

Our district-wide professional development plan specifies that our instructional staff will participate in the following:

- a) Year 2 of Effective Instruction in the Iowa/Common Core. PK-12 leadership teams from each building are participating in training at the AEA, and will be assisting with training of colleagues at their respective buildings.
- b) Curriculum Mapping –Completion of content, skills and assessments being entered in Curriculum Maps, for the alignment to the Iowa/Common Core Standards.

Staff members throughout the district continue their use of data analysis to drive instruction. This is an important component leading to improved student achievement. Data analysis takes a considerable amount of time. Longer periods of time allow for more thorough work to be completed on formative and summative data analysis. Our analysis of data has identified gaps in achievement, leading to the specific components for staff development. Feedback from staff and the district leadership team indicates that the full day staff development schedule is more productive than early dismissal days. Full days of professional development enable staff to work on district and building level goals.

Childcare continues to be an important issue in our district. Parents report that arranging childcare for an entire day is less of a challenge (i.e. transportation) than making arrangements for early dismissal days.

**VII. GENERAL BUSINESS OF THE BOARD**

**B. BUSINESS AFFAIRS**

[AJ]

**2. SCHOOL BUDGET REVIEW COMMITTEE APPLICATION FOR INCREASED BUDGET AUTHORITY DUE TO OPEN ENROLLMENT OUT STUDENTS**

The school district is allowed under Iowa code to request a modified allowable growth to compensate for increased enrollment for students that have open enrolled out of the district that were not on the previous year's count. This would primarily be a resident kindergarten student that has open enrolled out of the district.

Approving this request would give the Maquoketa District the additional spending authority for the current fiscal year to recoup the dollars that may be paid to other districts as a result of the previously mentioned open enrollments. This step will only give the Board the authority to build this into next year's (FY-13) Aid and Levy Worksheet to levy as cash reserve. It does not actually generate additional dollars for the current fiscal year nor will it affect property taxes in the current fiscal year.

**Recommendation:** It is recommended that the Board approve the application request to the School Budget Review Committee for the additional budget authority and modified allowable growth for possible open enrollment out students not on the previous year's certified enrollment count in the maximum amounts allowable.

**Motion Required.**

[AJ]

**3. OTHER IF ANY...**

**Recommendation:** It is recommended that the Board

**Motion Required.**

**VIII. LEGISLATIVE UPDATE**

1. \_\_\_\_\_ - LEGISLATIVE ACTION NETWORK REPRESENTATIVE  
- IASB Delegate Assembly - November 16, 2011 - 1:00 PM

## **IX. SUPERINTENDENT'S REPORT**

### **1. OCTOBER 3<sup>RD</sup> – OFFICIAL COUNT FOR FY-12 CERTIFIED ENROLLMENT**

### **2. IASB CONVENTION - NOVEMBER 16–17, 2011**

#### Early Bird Workshop - Morning Sessions (November 16<sup>th</sup> / 9:00 AM – 11:30 AM)

Attendees have the option of attending one of two morning workshops:

- 1) School Finance 201 – Intermediate
- 2) School Finance 301 – Advanced

#### Early Bird Workshop - Afternoon Sessions (November 16<sup>th</sup> / 1:00 PM-4:00 PM)

Attendees have the option of attending one of three afternoon workshops:

- 1) Long-Term Student Achievement: Board/Superintendent Teams Do Have an Impact
- 2) Accountability Matters: 20 Questions School Board Members Should Be Asking
- 3) School Finance 101 – Basic Introductory Session

#### Annual Delegate Assembly (November 16<sup>th</sup> / 1:00 PM)

#### Convention Thursday – November 17, 2011

Featured Speakers: Doug Reeves - Opening General Session  
Jamie Vollmer - Second General Session  
Jason Glass - Closing General Session  
Governor Branstad (Invited) - Closing General Session

### **3. BOARD MEMBER ORIENTATION – OCTOBER 27, 2011 – CLINTON, IA**

- Time: 6:30 PM to 9:00 PM
- The Orientation sessions are conducted regionally across the state of Iowa.
- While primarily intended for newly elected Board Members, anyone can attend.
- Alternative / Second Option: October 26<sup>th</sup> in Manchester, Iowa

### **4. SPECIAL REPORT: DIRECTOR DISTRICTS AND METHODS OF ELECTION**

- Enclosed for the Board's review is a letter from Mary Moisiman the Deputy of Elections in the Secretary of State's Office regarding the requirements of the Iowa Code related reapportionment of Director Districts for school elections.
- Maquoketa is one of about 100 school districts in Iowa that have Director Districts. Enclosed for the Board's review are the Director District maps currently in place.
- The Board of Directors will need to make a determination of whether to maintain the current Director Districts in the future. Procedural guidance will be presented in October 2011.

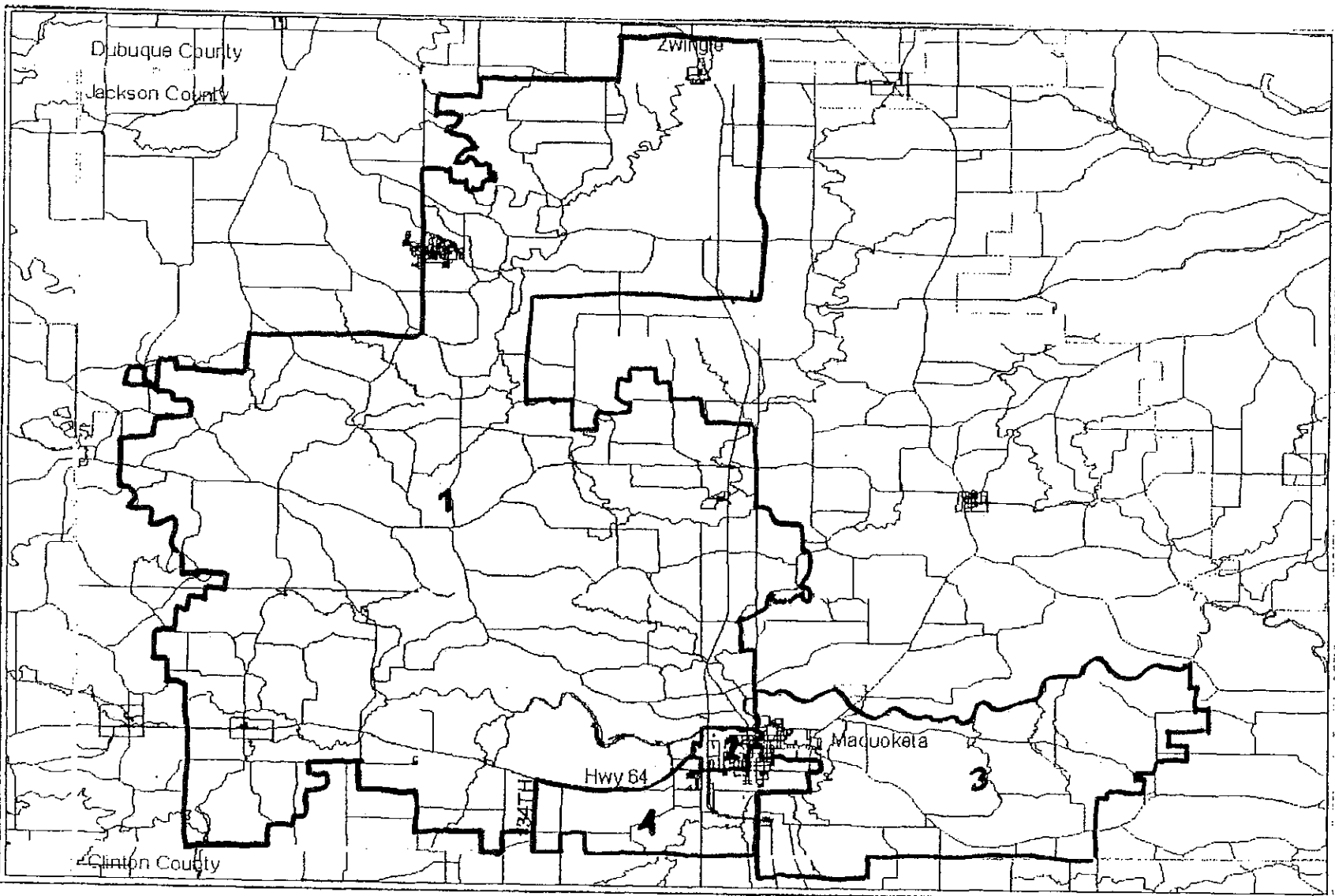
### **5. EFFICIENCY STUDY REVIEW AND UPDATE**

- Representatives from Shive-Hattery will be here on October 10, 2011 to provide a brief overview and update of budget estimates for the recommendations made in the 2009 Efficiency Study.

## **X. ADJOURNMENT**

The next regularly scheduled meeting of the Board of Directors will be on Monday, October 10, 2011 at 6:00 p.m. at the Central Office.

Policy Title Membership [Exhibit 1 District Wide Map]





Board Member District 1

Beginning at the point which Maple St. intersects with the Corporate City limit west to the intersection of Maple and Main. Then that part of said School District in Dubuque County, and in Otter Creek, Brandon, Farmers Creek, Monmouth, and Perry Townships, Jackson County, all cities and towns included herein. Additionally, the area in South Fork Township, Jackson County, west of 134th Avenue and north and west of Hwy 64, excluding the City of Maquoketa in Southfork Township, Jackson County.

Board Member District 2

Beginning at a point where Summit Street intersects with the western Maquoketa Corporate Limit Boundary Line:

- ◇ Then follow western Corporate Limit Boundary Line to northern Corporate Limit Boundary Line;
- ◇ Then east to the intersection of Pershing and Main;
- ◇ Then go south on Main to Grove;
- ◇ Then east on Grove to Olive;
- ◇ Then south on Olive to Quarry;
- ◇ Then east on Quarry to Eliza;
- ◇ Then south on Eliza to Pleasant;
- ◇ Then west on Pleasant to Olive;
- ◇ Then north on Olive to Platt;
- ◇ Then west on Platt to Prospect;
- ◇ Then south on Prospect to Locust;
- ◇ Then east on Locust to Fifth St;
- ◇ Then south on Fifth St. to Summit;
- ◇ West on Summit to Corporate Limit Boundary Line

Board Member District 3

All that part of said School District in Clinton County and in rural Fairfield and Maquoketa Townships, Jackson County, including those parts in the City of Maquoketa;

- ◇ Beginning at the point which Maple St. intersects with the corporate city limit west to the intersection of Maple St. and Main St.
- ◇ Then east on Platt to Olive;
- ◇ Then south on Olive to Pleasant;
- ◇ Then east on Pleasant to Eliza;
- ◇ Then north on Eliza to Quarry;
- ◇ Then west on Quarry to Olive;
- ◇ Then north on Olive to Grove;
- ◇ Then west on Grove to Main;
- ◇ Extending to northern Maquoketa Community School District boundary.

Board Member District 4

The area in South Fork Township south of Hwy 64 and east of 134th Ave. West of Corporate Limit Boundary to where it intersects with Summit St:

- ◇ Then east on Summit to Fifth St;
  - ◇ Then north on Fifth St. to Locust;
  - ◇ Then west on Locust to Prospect;
  - ◇ Then north on Prospect to Platt;
  - ◇ Then east on Platt to Main St;
  - ◇ Then south on Main to Maple St;
  - ◇ Then east on Maple to Corporate Limit Boundary;
  - ◇ Then Corporate Limit Boundary to the South Fork Township line
  - ◇ Then south on 200th Avenue to Maquoketa Community School District boundary line.
- Additionally, the Corporate Limit Boundary area east of 200th Avenue.