

PANORAMA COMMUNITY SCHOOL DISTRICT

Comprehensive student achievement and character development through educational excellence

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors of the Panorama Community School District will meet at 6:30 pm on the 9th day of June, 2014 for a work session with the regular board meeting immediately following in the District Board Room located at 701 W Main Street in Panora, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
DISTRICT BOARD ROOM

June 9th, 2014
6:30 PM

Call to Order

- I. **Roll Call**
- II. **Welcome Visitors/Public Forum**
- III. **Approve Meeting Agenda**
- IV. **Good News**
- V. **Consent Items**
 - A. Minutes of the May 12th Public Hearing & Regular Meeting #2 thru #5
 - B. Monthly Financial Report #6 thru #9
 - C. Bills/VISA #10 thru #25
 - D. Resignations #26 thru #31
 - E. Contract Recommendations #32
- VI. **Reports**
 - A. Recognition of Food Service staff :
 - B. Food and Nutrition Service (FNS) Audit Report #33 thru #43
 - C. Principal Reports #44 + #45
 - D. Superintendent Report
- VII. **Discussion/Information Topics**
 - A. Golf Overnight Trip
 - B. IASB Legislative Priorities #46 thru #50
 - C. Upcoming Dates:
 - Regular Board Meeting – July 14th, 2014 @ 6:30pm
- VIII. **Action Items**
 - A. Specialty Underwriters Insurance
 - B. PPEL Expenditures #51
 - C. Fees for 2014-15 #52
 - D. Approve district to issue warrants in June for FY14 expenses
- IX. **Adjourn**

Immediately following the meeting, the board will go into exempt session to discuss 2014-15 negotiations.

PANORAMA COMMUNITY SCHOOL DISTRICT
701 W MAIN ST
PANORA, IA 50216

Sarah Young
Secretary
Board of Directors

The Panorama School District does not illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity, and socio-economic status (for programs) in its educational programs and employment practices.

Panorama Community School District May Regular School Board Meeting

Date: 5/12/2014
Time: 6:30 pm
Location: Panorama District Board Room

The PPEL/SAVE work session that was scheduled for 5:30 was postponed due to the tornado damage sustained by several Panorama employees, including Superintendent Kathy Elliott.

Public Hearing for the 2014-15 School Calendar: Hours vs Days

The Panorama Community School District Board of Education held a public hearing for the 2014-15 school calendar on May 12th, 2014 in the district board room located at the middle/high school.

Board Members Present:

Board Members Tom Arganbright, Deb Douglass and Bryce Wilke were present. Greg Irving and Jon Stetzel were absent.

Administrators Present:

Mary Breyfogle (Elem Principal/School Improvement Coordinator), and Sarah Young (Business Manager/Board Secretary) were present.

Others:

Gordon Castile, Holly Mills, Kelly Nunn, Dave Beidelman, Dani Perrigo, Ryan Lehms, Jenny VanGundy, Krista Gafkjen, Kordell Gafkjen, Jensen Wilke, Lindsay VanGundy, Kennedy Kuta.

T. Arganbright motioned to open the public hearing for the 2014-15 school calendar at 6:30pm.

D. Douglass seconded

Roll Call Vote:

Jon Stetzel: Absent

Tom Arganbright: Aye

Deb Douglass: Aye

Bryce Wilke: Aye

Greg Irving: Absent

Motion carries.

Written Objections/Comments:

The district did not receive any written objections or comments.

Oral Objections/Comments:

There were no oral objections or comments.

T. Arganbright motioned to approve using hours instead of days for the 2014-15 school year calendar.

D. Douglass seconded

Roll Call Vote:

Jon Stetzel: Absent

Tom Arganbright: Aye

Deb Douglass: Aye

Bryce Wilke: Aye

Greg Irving: Absent

Motion carries.

D. Douglass motioned to close the public hearing at 6:32 pm

T. Arganbright seconded.

Motion carries.

Regular Meeting

The Panorama Community School District Board of Education met in a regular session on May 12th, 2014 in the district board room located at the middle/high school. The work session was called to order by Bryce Wilke, President, at 6:32pm.

Board Members Present:

Board Members Tom Arganbright, Deb Douglass and Bryce Wilke were present. Greg Irving and Jon Stetzel were absent.

Administrators Present:

Mary Breyfogle (Elem Principal/School Improvement Coordinator), and Sarah Young (Business Manager/Board Secretary) were present.

Others:

Gordon Castile, Holly Mills, Kelly Nunn, Dave Beidelman, Dani Perrigo, Ryan Lehms, Jenny VanGundy, Krista Gafkjen, Kordell Gafkjen, Jensen Wilke, Lindsay VanGundy, Kennedy Kuta.

Agenda

Changes to Agenda (if any): Remove Principal and Superintendent Reports.

T. Arganbright motioned to approve the agenda as amended.

D. Douglass seconded.

Motion carried unanimously.

Good News

The following "Good News" items were shared:

- Middle school students Madi Fear, Nicole Rolfe, Jensen Wilke, Carson Fisher, and Devyn Kemble designed and conducted a science experiment to enter into the State Science Fair held at Iowa State University.
- The High School Battle of the Books team competed at the state contest on April 29th. In order to qualify, they placed in the top 16 teams out of 72. They finished in 9th place at state.
- The Senior Trip went smoothly.
- The High School Boys track team finished 2nd at Conference and the girls were 3rd. Miranda Mlyenek lowered her own school record in the 100M hurdles by running 16.08. The teams brought home 7 gold medals from the meet.
- Many high school students and staff have volunteered their time helping with the clean-up efforts at Lake Panorama following the tornado damage that was sustained on May 11th. Mr. Wilke commented that the community has always helped the school and that it was now time for the school to help the community.

School Board Recognition

May is designated by the Iowa Association of School Boards as "School Board Recognition Month." Panora State Bank presented a meat and cheese tray to the board in recognition of their service to the school. In addition, Middle School Student Council members Jensen Wilke, Kordell Gafkjen, Lindsay VanGundy and Kennedy Kuta presented board members with a "Thank You" card that had been signed by all middle school students.

Consent Items

D. Douglass motioned to approve the consent items.

T. Arganbright seconded.

Motion carried unanimously.

Consent items included minutes of the April 14th Work Session /Regular Meeting and the May 1st Special Meeting, the monthly financial report and the bills/VISA as presented. The board also approved 5 open enrollment "IN" applications and 1 open enrollment "OUT" application. The resignation of Katherine Gibbons as elementary teacher was accepted with the following new contracts being approved:

- Theresa Christensen, 6th Grade Teacher, \$44,459.95
- Scott Geadelmann, Social Studies, \$36,825.95
- Staci Prellwitz, Volleyball, \$3,410.00

Reports

Nature Explore Outdoor Classroom Presentation

Preschool teachers Holly Mills and Kelly Nunn were present to provide an update on the "Nature Explore" Outdoor Classroom located at the elementary. Construction of the outdoor classroom began in 2010 with the purpose of engaging young children in outdoor activities to enhance the learning experience. Many community members have donated supplies as well as their time to help with construction of the classroom. The next step is to apply for the official certification as a Nature Explore Outdoor Classroom. In order to receive this certification, certain criteria need to be met. The only thing missing from Panorama's classroom is appropriate signage, which will be completed this summer.

Mrs. Mills and Mrs. Nunn also wanted to specially thank community member Dave Beidelman for his contributions to the classroom. Mr. Beidelman has spent countless hours volunteering his time to the classroom.

In addition, the following people were recognized for their contributions: Josh & Tina Arganbright & family, Dan & Mary Breyfogle & family, Cory Heiman, Ben & Danae Branson & family, Barry & Vanessa Branson, Goods from the Woods, Rocky & Melissa Rizzuti & family, Laurie Mills, Jim Jones, Crees Family, Jef & Kelli Overby & family, Arianne Steenblock & family, Sarah Carstens & family, Carstens Family Farms, Signe Hinde & family, John (YT) Meacham, Brad Halterman, Steve Thil, Mr. Babcock's Classes, Mr. Robert's Classes, Lake Lumber, Panorama Gardens, John & Deb Seeman, Kelly Nunn's extended family, Holly Mills' extended family, Jon & Jan Hansen & extended family, Mike & Valerie Sutton & family, Liz Labath, Jill Wanninger- Head Start, Tina Thornberry, Karen Sievers, Kathy Elliott, Dave Beidelman, Mindy Elliott- Physical Therapist @ AEA, Sterling Stoppelmoor, Shari Bieret-Head Start, Amy Tunink, Jim Harty- DHS Child Care Licensing, Head Start Body Start Grant, Mini Outdoor Grant- Early Childhood Iowa, Girl Scouts, Matt Harmon, Bette Donahey, Cindy Durkopf- Early Childhood Iowa, Gayla Wasson, Camie Walker, Hans Seeman, Adam Benner, Sharon Neel, Kelly McNabb, Bryan & Lila Richey & family, Ron Eike-Wood Duck Tree Farms, Audra Johnson & family, Scott Fredrickson, Rhonda Hafner, Kristin Shipman-Little Hands Childcare, Little Panther Daycare & Preschool, WSO, PEO, Nick Peterson, Alexi Buckner & family, Jimi Jo Allen & family, Candi Thompson & family, Steve Pote, Amber Lopez & family, Leo & Jill White & family

Transportation Report

Business Manager Sarah Young presented the board with a review of transportation expenditures from the last seven school years as was requested by a board member. This report showed an overall savings in expenditures of 10.72% in the 2012-13 school year when compared to the 2011-12 school year. Overall expenditures for the current school year are on track to be significantly less than previous school years. In addition, expenditures on employee salaries and benefits decreased by 14.30% during the 2012-13 school year.

Activity Fund Report

Ms. Young also presented a report on revenues and expenditures in the activity fund that also was requested by a board member. The report showed that concession stand revenues have increased slightly with a decrease in expenditures. The report also showed that admission gate revenues received at athletic events have decreased slightly this past school year.

Principal Reports

Written reports were submitted from principals Mary Breyfogle and Mark Johnston.

Board Member Deb Douglass commented on the MS/HS handbook mentioned in Mr. Johnston's written report. Mrs. Douglass requested that something be added in regard to student cell phone use and social media similar to the policy just approved for staff. Mary Breyfogle commented that administrative staff have discussed this in the past and will continue to work on a policy to add to the student handbooks.

Discussion/Information Topics

Technology Update on 1:1 Initiative & Website Development

IT Director Ryan Lehms was present to provide an update on the 1:1 initiative. The 1:1 committee has visited two different schools using Kuno Tablets and Chrome Books. During these visits, the committee was able to gather information on best practices and what to avoid. In addition, the committee is exploring a software program called "Curriculum Loft" which will allow students to work on homework at home, even if they do not have internet access available. The long term plan is to begin rolling tablets out to teachers next school year and then follow with students in the 2015-16 school year.

Mr. Lehms also reported that work on the new website continues and is hoping to have it available online in June.

Discussion/Information Topics, continued

Support Staff Salaries for 2014-15

Mr. Wilke reported that Ms. Elliott will begin working on support staff salaries for the 2014-15 school year. The district would like to implement differential pay for support staff by providing a higher rate of pay to those with more years of experience. Ms. Elliott will bring a final recommendation at the June board meeting.

Upcoming Dates

- Senior Awards Night – May 14th @ 6:00 p.m.
- Baccalaureate – May 14th @ 7:30 p.m.
- Senior Breakfast – May 16th @ 7:45 a.m.
- Commencement – May 18th @ 1:00 p.m.
- Last Day of School – May 28th
- Regular Board Meeting – June 9th, 2014 @ 6:30pm

Action Items

Preschool/Elementary Reading Staff Recommendation

T. Arganbright motioned to approve re-hiring a PK-5 teacher to serve as .50 FTE preschool teacher and .50 FTE reading teacher. D. Douglass seconded. Motion carried unanimously.

Elementary Curriculum Adoption

D. Douglass motioned to approve the purchase of the social studies and literacy curriculum packages as presented. T. Arganbright seconded. Motion carried unanimously

Fundraising Requests

T. Arganbright motioned to approve the fundraising requests for Football and Drama as submitted. D. Douglass seconded. Motion carried unanimously.

MS/HS Handbook

Mr. Wilke asked for a motion to approve the MS/HS handbook as presented with the amendment that the handbook could be changed and/or modified at any time due to the concerns raised about student cell phone and social media use. D. Douglass motioned to approve the MS/HS handbook as presented. T. Arganbright seconded. Motion carried unanimously.

Adjournment

Meeting adjourned at 7:45 pm. The next regular board meeting is set for June 9th, 2014 at 6:30pm (work session will be held prior to the regular meeting at 5:30pm).

Sarah Young,
Board Secretary

Board President

Board Secretary

Date

Date



Expenditures/Expenses to Certified Budget Comparison
Through May 2014

Instruction	General	Management	PPEL	Capital Projects
Regular Program Instruction (1100)				
<i>Expenditures to Date</i>	\$2,703,675.86	\$121,361.94	\$7,768.64	\$2,811.03
<i>Budgeted Amount (Line Item)</i>	\$3,431,785.00	\$139,000.00	\$80,000.00	\$0.00
<i>Amount Remaining</i>	\$728,109.14	\$17,638.06	\$72,231.36	(\$2,811.03)
<i>Percentage of Budget Spent</i>	78.78%	87.31%	9.71%	

Special Program Instruction (1200)				
<i>Expenditures to Date</i>	\$692,331.01			
<i>Budgeted Amount (Line Item)</i>	\$918,007.00			
<i>Amount Remaining</i>	\$225,675.99			
<i>Percentage of Budget Spent</i>	75.42%			

Vocational Program Instruction (1300)				
<i>Expenditures to Date</i>	\$166,752.33			
<i>Budgeted Amount (Line Item)</i>	\$210,574.00			\$0.00
<i>Amount Remaining</i>	\$43,821.67			\$0.00
<i>Percentage of Budget Spent</i>	79.19%			0.00%

Co-Curricular Program Instruction (1400)				
<i>Expenditures to Date</i>	\$147,711.42			
<i>Budgeted Amount (Line Item)</i>	\$183,475.00			
<i>Amount Remaining</i>	\$35,763.58			
<i>Percentage of Budget Spent</i>	80.51%			

TOTAL INSTRUCTION				
<i>Expenditures to Date</i>	\$3,710,470.62	\$121,361.94	\$7,768.64	\$2,811.03
<i>Budgeted Amount (Line Item)</i>	\$4,743,841.00	\$139,000.00	\$80,000.00	\$0.00
<i>Amount Remaining</i>	\$1,033,370.38	\$17,638.06	\$72,231.36	(\$2,811.03)
<i>Percentage of Budget Spent</i>	78.22%	87.31%	9.71%	

TOTAL INSTRUCTION (ALL FUNDS COMBINED)	FY13 to date	FY12 to date	FY11 to date
<i>Expenditures to Date</i>	\$3,842,412.23	\$3,810,501.96	\$3,780,437.47
<i>Budgeted Amount (Line Item)</i>	\$4,962,841.00	\$4,998,612.00	\$4,740,912.00
<i>Amount Remaining</i>	\$1,120,428.77	\$1,188,110.04	\$960,474.53
<i>Percentage of Budget Spent</i>	77.42%	76.23%	79.74%

CERTIFIED BUDGET (INSTRUCTION)	
<i>Expenditures to Date</i>	\$3,842,412.23
<i>Budgeted Amount</i>	\$5,711,094.00
<i>Amount Remaining</i>	\$1,868,681.77
<i>Percentage of Budget Spent</i>	67.28%

Support Services

General Management PPEL Capital Projects

Guidance/Nurse (21XX)

Expenditures to Date	\$153,507.29			
Budgeted Amount (Line Item)	\$186,378.00			
Amount Remaining	\$32,870.71			
Percentage of Budget Spent	82.36%			

Curriculum Director/Library/Technology (22XX)

Expenditures to Date	\$240,500.98		\$206,655.20	\$3,140.00
Budgeted Amount (Line Item)	\$266,080.00		\$190,000.00	\$0.00
Amount Remaining	\$25,579.02		(\$16,655.20)	(\$3,140.00)
Percentage of Budget Spent	90.39%		108.77%	0.00%

Administration/Fiscal Services (23XX-25XX)

Expenditures to Date	\$664,716.67		\$3,167.74	
Budgeted Amount (Line Item)	\$731,217.00		\$6,000.00	
Amount Remaining	\$66,500.33		\$2,832.26	
Percentage of Budget Spent	90.91%		52.80%	

Plant Operation & Maintenance (26XX)

Expenditures to Date	\$512,458.30	\$93,007.00	\$9,205.00	\$1,919.12
Budgeted Amount (Line Item)	\$537,235.00	\$124,000.00	\$9,000.00	\$0.00
Amount Remaining	\$24,776.70	\$30,993.00	(\$205.00)	(\$1,919.12)
Percentage of Budget Spent	95.39%	75.01%	102.28%	0.00%

Transportation (27XX)

Expenditures to Date	\$355,059.73	\$13,963.00	\$67,328.64	\$2,985.49
Budgeted Amount (Line Item)	\$503,322.00	\$17,000.00	\$60,000.00	\$0.00
Amount Remaining	\$148,262.27	\$3,037.00	(\$7,328.64)	(\$2,985.49)
Percentage of Budget Spent	70.54%	82.14%	112.21%	0.00%

TOTAL SUPPORT SERVICES

Expenditures to Date	\$1,926,242.97	\$106,970.00	\$286,356.58	\$8,044.61
Budgeted Amount (Line Item)	\$2,224,232.00	\$141,000.00	\$265,000.00	\$0.00
Amount Remaining	\$297,989.03	\$34,030.00	(\$21,356.58)	(\$8,044.61)
Percentage of Budget Spent	86.60%	75.87%	108.06%	0.00%

TOTAL SUPPORT (ALL FUNDS COMBINED)

		FY13 to date	FY12 to date	FY11 to date
Expenditures to Date	\$2,319,569.55	\$2,233,371.55	\$2,208,865.73	\$2,133,563.99
Budgeted Amount (Line Item)	\$2,630,232.00	\$2,647,455.00	\$2,631,585.00	\$2,371,615.00
Amount Remaining	\$302,617.84	\$414,083.45	\$422,719.27	\$238,051.01
Percentage of Budget Spent	88.19%	84.36%	83.94%	89.96%

CERTIFIED BUDGET (SUPPORT SERVICES)

Expenditures to Date	\$2,319,569.55
Budgeted Amount	\$2,794,998.00
Amount Remaining	\$475,428.45
Percentage of Budget Spent	82.99%

Non-Instruction

Nutrition Fund

Nutrition (3XXX)

Expenditures to Date	\$321,939.13
Budgeted Amount (Line Item)	\$411,810.00
Amount Remaining	\$89,870.87
Percentage of Budget Spent	78.18%

TOTAL NON-INSTRUCTION		FY13 to date	FY12 to date	FY11 to date
Expenditures to Date	\$321,939.13	\$330,585.59	\$320,503.83	\$305,978.02
Budgeted Amount (Line Item)	\$411,810.00	\$445,000.00	\$424,950.00	\$403,602.00
Amount Remaining	\$89,870.87	\$114,414.41	\$104,446.17	\$97,623.98
Percentage of Budget Spent	78.18%	74.29%	75.42%	75.81%

CERTIFIED BUDGET (NON-INSTRUCTION)

Expenditures to Date	\$321,939.13
Budgeted Amount (Certified)	\$475,000.00
Amount Remaining	\$153,060.87
Percentage of Budget Spent	67.78%

Other

General

Debt Service

PPEL

Capital Projects

AEA Flowthrough (6100)

Expenditures to Date	\$260,637.63			
Budgeted Amount (Line Item)	\$284,332.00			
Amount Remaining	\$23,694.37			
Percentage of Budget Spent	91.67%			

Debt Service (5100)

Expenditures to Date		\$985,866.00		
Budgeted Amount (Line Item)		\$988,500.00		
Amount Remaining		\$2,634.00		
Percentage of Budget Spent		99.73%		

Facilities Acquisition & Construction (4XXX)

Expenditures to Date			\$189,975.21	\$36,719.31
Budgeted Amount (Line Item)			\$196,000.00	\$250,000.00
Amount Remaining			\$6,024.79	\$213,280.69
Percentage of Budget Spent			96.93%	14.69%

TOTAL OTHER

Expenditures to Date	\$260,637.63	\$985,866.00	\$189,975.21	\$36,719.31
Budgeted Amount (Line Item)	\$284,332.00	\$988,500.00	\$196,000.00	\$250,000.00
Amount Remaining	\$23,694.37	\$2,634.00	\$6,024.79	\$213,280.69
Percentage of Budget Spent	91.67%	99.73%	96.93%	14.69%

CERTIFIED BUDGET (OTHER)

Expenditures to Date	\$1,473,198.15
Budgeted Amount (Certified)	\$1,595,534.00
Amount Remaining	\$122,335.85
Percentage of Budget Spent	92.33%

May 2014 Bank Reconciliation

Farmer's State Bank

Capital Projects

Bank Balance

Statement Balance 5/26/2014	\$1,156,116.66
<i>Outstanding Checks</i>	\$0.00

Total Bank Balance **\$1,156,116.66**

School Books

Debt Service Balance	(\$2,598.96)
PPEL Balance	\$167,444.14
SAVE Balance	\$991,271.48

Total Balance on School Books **\$1,156,116.66**

Panora State Bank

General/Management

Bank Balance

Statement Balance 5/30/2014	\$2,866,532.62
<i>Outstanding Checks</i>	\$2,094.67
<i>Deposit in Transit</i>	\$54,779.61

Total Bank Balance **\$2,919,217.56**

School Books

General Balance	\$2,718,630.38
Management	\$200,587.18

Total Balance on School Books **\$2,919,217.56**

Activity

Bank Balance

Statement Balance 5/30/2014	\$70,891.27
<i>Deposit in Transit</i>	\$0.00
<i>Outstanding Checks</i>	\$440.00

Total Bank Balance **\$70,451.27**

School Books

Activity Balance	\$70,451.27
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Total Balance on School Books **\$70,451.27**

Guthrie County State Bank

Nutrition

Bank Balance

Statement Balance 5/30/2014	\$100,910.40
<i>Deposit in Transit</i>	\$0.00
<i>Outstanding Checks</i>	\$0.00

Total Bank Balance **\$100,910.40**

School Books

Nutrition Balance	\$100,910.40
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Total Balance on School Books **\$100,910.40**

**PANORAMA COMMUNITY SCHOOL
LUNCH REPORT
2013-2014**

TOTAL LUNCHES SERVED MAY 2013-2014:		9,982
“A” Lunches Served	5,657	
Adult Lunches – Total	845	
Reduced Student	635	
Free Student	3,690	
Free Adult	269	

TOTAL BREAKFASTS SERVED MAY 2013- 2014:		3,607
“A” Breakfasts	1,247	
Adult Breakfasts	167	
Reduced Student	280	
Free Student	2,080	
Free Adult	0	

Board Report - For Board

Unposted; Batch Description MAY 2014 NUTRITION-0010

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
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Checking	2	Fund: 61 NUTRITION FUND	
PANORAMA COMMUNITY SCHOOL-GEN FUND 20140513		APRIL BNFTS/SALARIES	13,424.39

Vendor Total: 13,424.39

Fund Total: 13,424.39

Checking Account Total: 13,424.39

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Board Report - For Board

Unposted; Batch Description JUNE 2014 NUTRITION-0001

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	2	Fund: 61 NUTRITION FUND		
ANDERSON ERICKSON DAIR CO	20140605	MILK	3,811.75	
		Vendor Total:		3,811.75
BETZER, ELLEN	20140605	HOT LUNCH REIMBURSEMENT	15.35	
		Vendor Total:		15.35
BUMP, KAREN	20140605	HOT LUNCH REIMBURSEMENT	19.30	
		Vendor Total:		19.30
CARROLL, NANETTE	20140605	HOT LUNCH REIMBURSEMENT	30.80	
		Vendor Total:		30.80
CASTEEL, CATHY	20140605	HOT LUNCH REIMBURSEMENT	10.20	
		Vendor Total:		10.20
CHRISTOFFERSON, LIZ	20140605	HOT LUNCH REIMBURSEMENT	13.15	
		Vendor Total:		13.15
DOWNING, SHELLY	20140605	HOT LUNCH REIMBURSEMENT	13.05	
		Vendor Total:		13.05
DRUIVENGA, DAN	20140605	HOT LUNCH REIMBURSEMENT	55.85	
		Vendor Total:		55.85
EARLY MORNING HARVEST	20140605	GROCERY	5.00	
		Vendor Total:		5.00
GOODWIN TUCKER GROUP	20140605	REPAIRS/MAINTENANCE	747.72	
		Vendor Total:		747.72
IOWA STATE UNIVERISTY	20140605	TRAINING-CONFIRMATION #22771	85.00	
		Vendor Total:		85.00
MARTIN BROTHERS DISTRIBUTING COMPANY	20140605	GROCERY/SUPPLIES	14,222.28	
MARTIN BROTHERS DISTRIBUTING COMPANY	20140605- 0001	VENDING	810.28	
MARTIN BROTHERS DISTRIBUTING COMPANY	20140605- 0002	CATERING	603.17	
		Vendor Total:		15,635.73
MARTIN, ROBBIE	20140605	HOT LUNCH REIMBURSEMENT	11.15	
		Vendor Total:		11.15
PANORAMA COMMUNITY SCHOOL-GEN FUND	20140605	MAY SALARIES/BNFTS	12,065.50	
		Vendor Total:		12,065.50
RANDEL, TRISH	20140605	HOT LUNCH REIMBURSEMENT	14.40	
		Vendor Total:		14.40
ROGERS, BOB	20140605	GROCERY	15.78	
		Vendor Total:		15.78
SARA LEE BAKERY GROUP/EARTHGRAINS	20140605	GROCERY	71.25	
SARA LEE BAKERY GROUP/EARTHGRAINS	20140605- 0001	GROCERY	161.45	
SARA LEE BAKERY GROUP/EARTHGRAINS	52173000921	GROCERY	87.75	
SARA LEE BAKERY GROUP/EARTHGRAINS	52173000974	GROCERY	156.90	
SARA LEE BAKERY GROUP/EARTHGRAINS	52173001013	GROCERY	25.00	
SARA LEE BAKERY GROUP/EARTHGRAINS	52173001067	GROCERY	102.00	
SARA LEE BAKERY GROUP/EARTHGRAINS	52173001206	GROCERY	40.00	
		Vendor Total:		644.35
SIMMONS, DAWN	20140605		24.35	
		Vendor Total:		24.35
SWORD, JAVIN	20140605	HOT LUNCH REIMBURSEMENT	26.05	
		Vendor Total:		26.05
THORNBERRY, TINA	20140605		13.15	
		Vendor Total:		13.15
		Fund Total:		33,257.63

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Panorama CSD
06/05/2014 12:26 PM

Board Report - For Board

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User ID: 11

Unposted; Batch Description JUNE 2014 NUTRITION-0001

Vendor Name

Invoice

Description

Amount

Checking Account Total:

33,257.63

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Fund: 21 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
21 729 000 1923 000	DARE	217.08	0.00	0.00	0.00	217.08
21 729 000 6110 910	DRAMA	3,178.45	69.33	126.00	0.00	3,235.12
21 729 000 6120 910	SPEECH	376.23	(1,029.23)	34.25	0.00	1,439.71
21 729 000 6615 920	VOLLEYBALL	53.72	0.00	0.00	0.00	53.72
21 729 000 6640 920	TRACK	3,169.43	2,085.07	1,158.50	0.00	2,242.86
21 729 000 6645 920	CROSS COUNTRY	14.43	10.00	0.00	0.00	4.43
21 729 000 6660 920	GOLF	140.88	280.00	670.86	0.00	531.74
21 729 000 6710 920	GIRLS BASKETBALL	351.58	0.00	324.00	0.00	675.58
21 729 000 6715 920	BOYS BASKETBALL	1,470.77	0.00	0.00	0.00	1,470.77
21 729 000 6720 920	FOOTBALL	2,312.55	0.00	0.00	0.00	2,312.55
21 729 000 6731 920	BASEBALL	76.53	0.00	2,830.00	0.00	2,906.53
21 729 000 6732 920	SOFTBALL	60.11	237.84	4,240.00	0.00	4,062.27
21 729 000 6790 920	WRESTLING	21.44	8.00	0.00	0.00	13.44
21 729 000 6792 920	MISC ATHLETICS	587.54	982.61	1,777.00	0.00	1,381.93
21 729 000 6900 920	OFFICIALS	119.58	(2,000.00)	0.00	0.00	2,119.58
21 729 000 7010 950	TAG	693.01	0.00	0.00	0.00	693.01
21 729 000 7015 950	STUDENT COUNCIL	2,227.08	0.00	0.00	0.00	2,227.08
21 729 000 7016 950	MS STUDENT COUNCIL	3,326.32	573.27	85.20	0.00	2,838.25
21 729 000 7017 950	NATIONAL HONOR SOCIETY	45.74	35.00	0.00	0.00	10.74
21 729 000 7020 950	FCCLA	786.92	201.40	34.25	0.00	619.77
21 729 000 7021 950	O-M	59.54	0.00	0.00	0.00	59.54
21 729 000 7025 950	FFA	5,435.80	1,815.21	1,135.75	0.00	4,756.34
21 729 000 7030 950	PANTHER GREENHOUSE	614.90	0.00	0.00	0.00	614.90
21 729 000 7032 950	PANTHER PRODUCTIONS	122.88	0.00	0.00	0.00	122.88
21 729 000 7039 950	SCIENCE ACTIVITY	3,081.20	0.00	0.00	0.00	3,081.20
21 729 000 7042 950	ART CLUB	780.45	0.00	34.25	0.00	814.70
21 729 000 7043 950	MUSIC CLUB	16,414.67	3,709.86	1,128.82	0.00	13,833.63
21 729 000 7044 950	ROBOTICS CLUB	64.55	0.00	0.00	0.00	64.55
21 729 000 7045 950	YEARBOOK	3,461.23	0.00	240.00	0.00	3,701.23
21 729 000 7050 950	DRILL TEAM	1,401.41	18.00	200.00	0.00	1,583.41
21 729 000 7055 950	CHEERLEADERS	1,403.13	0.00	0.00	0.00	1,403.13
21 729 000 7065 950	TECHNOLOGY	1,431.70	609.33	179.68	0.00	1,002.05
21 729 000 7070 950	PANTHERS FOR PREVENTION	694.79	0.00	0.00	0.00	694.79
21 729 000 7083 950	CLASS OF 2013	0.00	0.00	0.00	0.00	0.00
21 729 000 7084 950	CLASS OF 2014	728.54	0.00	115.00	0.00	843.54
21 729 000 7085 950	GENERAL	21,798.06	7,469.00	4,011.37	0.00	18,340.43
21 729 000 7086 950	CLASS OF 2015	2,236.79	1,824.00	0.00	0.00	412.79

Fund: 21 ACTIVITY FUND

Excluding Zeros: Beginning Month 05/2014; Processing Month 05/2014; Fund Number 21

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 729 000 7087 950	CLASS OF 2016	58.55	0.00	0.00	0.00	58.55
21 729 000 7089 950	APPRENTICE WEEK	0.00	0.00	0.00	0.00	0.00
	Fund Total: 21	79,017.58	16,898.69	18,324.93	0.00	80,443.82

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	3	Fund: 21 ACTIVITY FUND		
ADVENTURELAND PARK	625230008000	BAND TRIP	828.00	
		Vendor Total:		828.00
ARNOLD MOTOR SUPPLY	82-111858	FILTER	83.64	
ARNOLD MOTOR SUPPLY	82-25370	MEK-GALLON	(46.99)	
ARNOLD MOTOR SUPPLY	82-29639	FUEL TANK LINER	61.38	
ARNOLD MOTOR SUPPLY	82.111538	PRIMER-TRACTOR	183.63	
		Vendor Total:		281.66
BREADEAUX PIZZA	20140602	CONCESSIONS	351.00	
		Vendor Total:		351.00
CARSON, TERRY	20140602	V-SB-5/27/14	105.00	
		Vendor Total:		105.00
CHEER ZONE	1368454	DRILL TEAM WARMUPS	616.38	
		Vendor Total:		616.38
GILBERT HIGH SCHOOL	20140603	FCCLA-STATE CONF	31.25	
		Vendor Total:		31.25
GODFREY PRINTING & PROMOTIONS	2649	CONFERENCE TSHIRTS	324.00	
GODFREY PRINTING & PROMOTIONS	2652	JAVA JAZZ-TSHIRTS	126.00	
		Vendor Total:		450.00
GOLF WAREHOUSE, INC, THE	PO7128140101	SB-EQUIPMENT	496.48	
	3			
		Vendor Total:		496.48
GONZALES, SCOTT	20140602	MS RELAYS-4/13/14	130.00	
GONZALES, SCOTT	20140602-	MS INV.-4/15/14	130.00	
	0001			
		Vendor Total:		260.00
GRAPHIC EDGE, THE	770440	APPAREL	309.98	
GRAPHIC EDGE, THE	770602	TSHIRTS	379.15	
GRAPHIC EDGE, THE	770604	JACKETS	260.35	
GRAPHIC EDGE, THE	770609	SWEATSHIRTS	471.22	
GRAPHIC EDGE, THE	770651	TSHIRTS	608.88	
GRAPHIC EDGE, THE	779141	TSHIRTS	47.97	
		Vendor Total:		2,077.55
HOFFMAN BROTHERS ROBE CO	20840	ROBES	8,580.00	
		Vendor Total:		8,580.00
HOMETOWN FOODS	002094951300	BATTERIES/ETC	142.60	
HOMETOWN FOODS	20140602	CONCESSION	5.03	
		Vendor Total:		147.63
INSTRUMENTALIST, THE	20140603	JAZZ PLAQUE	78.00	
		Vendor Total:		78.00
IOWA GIRLS' HIGH SCHOOL ATHLETIC UNION	20140602	14-15 MEMBERSHIP	100.00	
IOWA GIRLS' HIGH SCHOOL ATHLETIC UNION	20140604	STATE CO-ED GOLF	35.00	
		Vendor Total:		135.00
IOWA HIGH SCHOOL SPEECH ASSN.	20140602	ALL-STATE LARGE GROUP	21.00	
		Vendor Total:		21.00
J. W. PEPPER & SON, INC.	11969909	MUSIC	48.99	
		Vendor Total:		48.99
LAKE LUMBER	845096	FIELD SUPPLIES	220.93	
		Vendor Total:		220.93
LAKE PANORAMA NATL RESORT	20140602	BOY'S DISTRICT GOLF-5/23	60.00	
LAKE PANORAMA NATL RESORT	20140604	GREEN FEES/GOLF BALLS/CONFERENCE GOLF	3,517.88	
		Vendor Total:		3,577.88

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
LAZENBY, LUCAS	20140603	MS-BB-6/2/14	70.00	
			Vendor Total:	70.00
LIDS TEAM SPORTS	469579	TSHIRTS	48.00	
LIDS TEAM SPORTS	470708	TSHIRT	28.00	
LIDS TEAM SPORTS	476503	BANNERS	974.72	
LIDS TEAM SPORTS	476522	BANNERS	582.27	
			Vendor Total:	1,632.99
MILLS, LAURIE	20140602	CONCESSIONS	380.33	
MILLS, LAURIE	20140602-0001	CONCESSIONS	262.40	
			Vendor Total:	642.73
NULINE PROMOTIONS	PANOTRK-4	STATE TRACK	831.00	
			Vendor Total:	831.00
OGDEN COMMUNITY SCHOOLS	20140604	JV-GOLF	100.00	
			Vendor Total:	100.00
ORIENTAL TRADING COMPANY	663597850-01	COOKOUT	65.92	
			Vendor Total:	65.92
PANORA AUTO PARTS	276726	BATTERY	87.37	
			Vendor Total:	87.37
PANORAMA GARDENS	20140602	FLOWERS-GRADUATION	252.00	
			Vendor Total:	252.00
PETERSON, MARK	20140602	V-SB-5/27/14	105.00	
			Vendor Total:	105.00
RIEMAN MUSIC	1923309	BAND-REPAIRS	5.60	
RIEMAN MUSIC	1927147	MUSIC STANDS	171.29	
			Vendor Total:	176.89
ROBSON, AL	20140602	KIP JANVRIN RELAYS-4/7/14	130.00	
ROBSON, AL	20140602-0001	HS-RELAYS-5/8/14	130.00	
			Vendor Total:	260.00
ROSSOW, HAL	20140603	MS-BB-6/2/14	70.00	
			Vendor Total:	70.00
SUNSTREAM RETREAT CENTER	20140602	MS FIELD TRIP	1,460.00	
			Vendor Total:	1,460.00
VAN METER COMM SCHOOL	20140602	JH-TRACK-4/17/14	80.00	
			Vendor Total:	80.00
VISA	20140604-0012	SENIOR TRIP	562.84	
VISA	20140604-0013	PITCHING MACHINE	2,700.00	
			Vendor Total:	3,262.84
WINTERSET HIGH SCHOOL	20140603	JV-WRESTLING-12/7	85.00	
			Vendor Total:	85.00
			Fund Total:	27,488.49
			Checking Account Total:	27,488.49

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	1	Fund: 10 GENERAL FUND		
AIRGAS NORTH CENTRAL	9027735189	WELDERS SUPPLIES	352.35	
		Vendor Total:		352.35
AMAZON	019619123972	INSTRUCTIONAL SUPPLIES - SCIENCE	11.77	
AMAZON	037904797992	INSTRUCTIONAL SUPPLIES	95.12	
AMAZON	07943612062	MAINTENANCE SUPPLIES	155.87	
AMAZON	079549054784	MAINTENANCE SUPPLIES	131.89	
AMAZON	120224848031	MISC SUPPLIES	86.99	
AMAZON	120228136585	MISC SUPPLIES	86.99	
AMAZON	175166596683	TECHNOLOGY SUPPLIES	144.41	
AMAZON	238348315386	OFFICE CHAIR CLASSROOM	69.88	
		Vendor Total:		782.92
AP PROGRAM	20140602	EXAM FEES	243.00	
		Vendor Total:		243.00
ARAMARK UNIFORM SERVICES	637-8334165	CUSTODIAL SUPPLIES	274.60	
ARAMARK UNIFORM SERVICES	637-8334166	CUSTODIAL SUPPLIES	118.76	
		Vendor Total:		393.36
ARGANBRIGHT, DEB	20140602	REIMBURSEMENT - T/G TRAVEL	15.00	
		Vendor Total:		15.00
BLOCK, AMY	20140530	ELEM MUSIC SUPPLIES	212.84	
		Vendor Total:		212.84
CENTRAL IOWA PUBLISHING, INC	20140602	ADS & PUBLICATIONS	345.19	
		Vendor Total:		345.19
CITY OF PANORA	MAY 2014	ELECTRIC/WATER/SEWER BALL	186.63	
CITY OF PANORA	MAY 2014 BUS	ELECTRIC/WATER/SEWER	423.12	
CITY OF PANORA	MAY 2014	ELECTRIC/WATER/SEWER ELEM	5,013.25	
CITY OF PANORA	MAY 2014	ELECTRIC/WATER/SEWER MS/HS	8,618.62	
		Vendor Total:		14,241.62
CLIMATE SOLUTIONS, INC	9417	MAINTENANCE REPAIR SERVICES	240.00	
		Vendor Total:		240.00
CULLIGAN WATER CONDITIONING	20140604	BOTTLE FREE COOLER RENT	35.00	
CULLIGAN WATER CONDITIONING	20140604-0001	BOTTLE FREE COOLER RENT	78.00	
		Vendor Total:		113.00
ENGEL LAW OFFICE	20140604	LEGAL SERVICES	1,405.00	
		Vendor Total:		1,405.00
FOLLETT SCHOOL SOLUTIONS	432692F-6	T/G BOOKS	68.68	
FOLLETT SCHOOL SOLUTIONS	432694F-2	T/G BOOKS	239.35	
		Vendor Total:		308.03
G.E.M. SERVICES	214049	ELECTRICAL LABOR/PARTS	195.00	
G.E.M. SERVICES	214051	ELECTRICAL LABOR	108.56	
		Vendor Total:		303.56
GUTHRIE CENTER CSD	GUTH 4TH/2014	OPEN ENROLLMENT	45,007.50	
		Vendor Total:		45,007.50
GUTHRIE TRANSFER STATION	35923	LANDFILL FEES	36.00	
		Vendor Total:		36.00
HEARTLAND CO-OP ELEVATOR	33-534031	GASOLINE & DIESEL	19.60	
		Vendor Total:		19.60
HEARTLAND EDUC AGENCY #11	103578	CREDIT MENTORING REGISTRATION	(125.00)	

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
HEARTLAND EDUC AGENCY #11	103578-1	CREDIT MENTORING REGISTRATION FEE	(125.00)	
HEARTLAND EDUC AGENCY #11	103736	CREDIT AIW MID-YEAR CONFERENCE FEES	(45.00)	
HEARTLAND EDUC AGENCY #11	103736-1	CREDIT AIW MID YEAR CONFERENCE FEES	(15.00)	
HEARTLAND EDUC AGENCY #11	103736-2	CREDIT AIW MID YEAR CONFERENCE FEES	(15.00)	
HEARTLAND EDUC AGENCY #11	103765	EPILEPSY CONFERENCE REGISTRATION	25.00	
HEARTLAND EDUC AGENCY #11	103889	DIRECT INSTRUCTION REGISTRATION	60.00	
HEARTLAND EDUC AGENCY #11	105704	EARLY LITERACY REGISTRATION	450.00	
HEARTLAND EDUC AGENCY #11	105704-1	EARLY LITERACY REGISTRATION	1,350.00	
		Vendor Total:		1,560.00
HIGHWAY 44 ENTERPRISES, LLC	2730	TRANSPORTATION PURCHASED SERVICE	133.41	
		Vendor Total:		133.41
HOMETOWN FOODS	20140602- 0001	MEAT/CHEESE TRAY	22.99	
HOMETOWN FOODS	20140604	FCS SUPPLIES	22.54	
HOMETOWN FOODS	20140604- 0001	FCS SUPPLIES	6.29	
HOMETOWN FOODS	20140604- 0002	FCS INSTRUCTIONAL SUPPLIES	10.06	
HOMETOWN FOODS	20140604- 0003	FCS SUPPLIES	9.89	
		Vendor Total:		71.77
HOTSY CLEANING SYSTEMS INC	0155051	FLEETWASH	106.20	
		Vendor Total:		106.20
INSTRUCTIONAL SOLUTIONS GROUP	14-1304	SAFE & SECURE SCHOOLS CONFERENCE	388.00	
		Vendor Total:		388.00
JENSEN SANITATION, LLC	22506	GARBAGE COLLECTION	457.50	
		Vendor Total:		457.50
JOSTENS	16632029	GRADUATION SUPPLIES	57.32	
JOSTENS	16645981	GRADUATION SUPPLIES	234.93	
		Vendor Total:		292.25
JULIE WEIDENTHALER	20140603	T/G MISSOURI TRAVEL	15.00	
		Vendor Total:		15.00
LAKE LUMBER	846175	BLACK SPRAY PAINT	22.45	
		Vendor Total:		22.45
MARTIN BROTHERS DISTRIBUTING COMPANY	5176087	CUSTODIAL SUPPLIES	334.72	
MARTIN BROTHERS DISTRIBUTING COMPANY	5186055	PAPER SUPPLIES	348.11	
MARTIN BROTHERS DISTRIBUTING COMPANY	5195366	PAPER SUPPLIES	460.57	
		Vendor Total:		1,143.40
MIDAMERICAN ENERGY	090140514	MONTHLY NATURAL GAS CHARGES	273.21	
MIDAMERICAN ENERGY	200060514	MONTHLY NATURAL GAS CHARGES	92.78	
MIDAMERICAN ENERGY	250290514	MONTHLY NATURAL GAS CHARGES	986.21	
		Vendor Total:		1,352.20
MIDWEST TECHNOLOGY PRODUCTS	2056784-00	IND TECH SUPPLIES	50.80	
MIDWEST TECHNOLOGY PRODUCTS	2056914	IND TECH INSTRUCTIONAL SUPPLIES	58.65	
		Vendor Total:		109.45
MOULDS, JEROME	20140602	FUEL REIMBURSEMENT	20.00	

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	20.00
NATURAL EXPRESSION PHOTOGRAPHY	77140	PHOTOGRAPHY SERVICES	87.50	
			Vendor Total:	87.50
NOLTE, CORNMAN & JOHNSON P. C.	20140529	BOARD PRESENTATION	165.00	
			Vendor Total:	165.00
NORSOLV SYSTEMS ENVIRONMENTAL SERVICES	381462	PURCHASED SERVICE/TRANSP	157.95	
			Vendor Total:	157.95
PANORA AUTO PARTS	2777243	TRANSPORTATION SUPPLIES	43.96	
			Vendor Total:	43.96
PANORA OIL CO	20140604	GASOLINE	2,027.48	
			Vendor Total:	2,027.48
PANORA TELCO	20140602	TELEPHONES	2,058.23	
			Vendor Total:	2,058.23
PANORAMA NUTITION FUND, PANORAMA CATERING	52914	CATERING SERVICES	184.50	
			Vendor Total:	184.50
PERRY COMMUNITY SCHOOLS	20140521	OPEN ENROLLMENT 3RD & 4TH QTR	27,004.50	
			Vendor Total:	27,004.50
POSTMASTER	20140604	POST OFFICE BOX RENEWAL	110.00	
			Vendor Total:	110.00
PRESTO-X	30350190	PEST CONTROL	79.57	
			Vendor Total:	79.57
PURCHASE POWER	20140602	POSTAGE FOR METER	500.00	
			Vendor Total:	500.00
SARA OPIE PUBLIC RELATIONS	MAY 2014	PUBLIC RELATIONS	935.00	
			Vendor Total:	935.00
SCOTT, MAX	20140521	PROFESSIONAL BOOK	18.48	
			Vendor Total:	18.48
SIEMENS INDUSTRY, INC.	5443121148	MAINTENANCE/SUPPORT	825.00	
			Vendor Total:	825.00
SPECIALTY UNDERWRITERS LLC	31020	NON COVERED SERVICES	97.50	
			Vendor Total:	97.50
TASC - CLIENT INVOICES	IN313220	HSA ADMIN FEES	36.00	
TASC - CLIENT INVOICES	IN313538	RENEWAL & ADMIN FEES	1,141.26	
			Vendor Total:	1,177.26
TROPHIES PLUS	343490	RETIREE PLAQUES	55.77	
			Vendor Total:	55.77
US GAMES/SPORT SUPPLY GROUP	96079874	PE SUPPLIES	441.02	
			Vendor Total:	441.02
VAN METER COMM SCHOOL	VM 4TH/2014	OPEN ENROLLMENT	1,500.25	
			Vendor Total:	1,500.25
VEDETTE, THE	1026	ADS & PUBLICATIONS	25.17	
VEDETTE, THE	1103	ADS & PUBLICATIONS	232.30	
			Vendor Total:	257.47
VENTEICHER ELECTRIC	Q55413-14	ELECTRICAL LABOR	95.00	
VENTEICHER ELECTRIC	Q56404-14	HVAC MAINTENENCE SERVICE	216.00	
VENTEICHER ELECTRIC	Q58014-14	TOGGLE SWITCH/LABOR	131.66	
			Vendor Total:	442.66
VISA	1399308522DZ D	MISC SUPPLIES & EQUIP	125.80	
VISA	20140604	BUSINESS MANAGER TRAVEL	110.88	
VISA	20140604- 0001	PD TRAVEL 1:1 CONFERENCE	(127.68)	

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
VISA	20140604-0002	PE ELEMENTARY FIELD TRIP	570.00	
VISA	20140604-0003	DSM EMPLOYMENT ADVERTISEMENT	725.25	
VISA	20140604-0004	KIWI SYSLOG SERVER	335.75	
VISA	20140604-0005	LAPTOP BATTERY	158.99	
VISA	20140604-0006	T/G MS MISSOURI TRAVEL - ADMISSIONS	190.00	
VISA	20140604-0007	T/G MS MISSOURI - 2 TEACHER MEALS	11.82	
VISA	20140604-0008	T/G MS MISSOURI TRAVEL	115.48	
VISA	20140604-0009	T/G MS MISSOURI TRAVEL - ADMISSIONS	72.00	
VISA	20140604-0010	T/G MS MISSOURI TRAVEL - ADMISSIONS	96.00	
VISA	20140604-0011	T/G MS MISSOURI - 2 TEACHER MEALS	24.76	
		Vendor Total:		2,409.05
WEIDENTHALER, JULIE	20140529	BAIT FOR SPRINGBROOK TRIP	20.94	
		Vendor Total:		20.94
		Fund Total:		110,289.69
		Checking Account Total:		110,289.69

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	1	Fund: 10 GENERAL FUND		
BLANK PARK ZOO	20140521	FIELD TRIP	82.00	
			Vendor Total:	82.00
CDW GOVERNMENT INC	LP52704	INSTRUCTIONAL SUPPLIES	417.72	
			Vendor Total:	417.72
KRUCK PLUMBING & HEATING CO	53187	MAINTENANCE REPAIR SERVICES	1,211.00	
			Vendor Total:	1,211.00
PANORA OIL CO	000011013	VEHICLE MAINTENANCE CAR #27	92.00	
			Vendor Total:	92.00
PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	1480525-MY14	POSTAGE METER LEASING	200.04	
			Vendor Total:	200.04
VERIZON WIRELESS	9724763080	CELLULAR PHONES	73.46	
			Vendor Total:	73.46
			Fund Total:	2,076.22
			Checking Account Total:	2,076.22

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	1	Fund: 10 GENERAL FUND		
BLANK PARK ZOO	20140522	FIELD TRIP	108.00	
			Vendor Total:	108.00
			Fund Total:	108.00
			Checking Account Total:	108.00

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Employee Official Payments

Name	Date	Event	Amount
Miller, Randy	6/2/2014	JH Softball	\$70.00
Nail, Ryan	6/2/2014	JH Softball	\$70.00

Board Report - For Board

Unposted; Batch Description PPEL JUNE INVOICES-0001

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	4	Fund: 36 PPEL FUND		
RICOH USA, INC.	92340420	COPIER SUPPLIES	1,933.50	
			Vendor Total:	1,933.50
			Fund Total:	1,933.50
			Checking Account Total:	1,933.50

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**June 2014 VISA Statement
Board Financial Report**

Vendor	Purchase	Amount	Fund
Hotels.com	Hotel for ISBMA	\$110.88	General
AmericInn of Ottumwa	Credit Hotel Charge - Technology Travel	-\$127.68	General
G Catering of Greektown	Senior Trip Travel	\$562.84	Activity
Radonzone.com	Maintenance Supplies - Alpha Track Test Kit	\$125.80	General
DCVWEBSTORES	Pitching Machine - Softball	\$2,700.00	Activity
Iowa Cubs Tickets	Elementary PE Field Trip	\$570.00	General
Iowa Newspapers	Employment Advertisement - DM Register	\$725.25	General
Solarwinds	Kiwi Syslog Server - Technology Supplies	\$335.75	General
Dell Sales & Service	Laptop Battery	\$158.99	General
Gateway Arch Online	T/G Missouri Travel Admission Fee	\$190.00	General
Burger King	T/G Missouri Travel Meal	\$11.82	General
Hannibal Amoco	T/G Missouri Travel Fuel	\$115.48	General
Rockcliff Mansion	T/G Missouri Travel Admission Fee	\$72.00	General
Mark Twain Café	T/G Missouri Travel Meal	\$96.00	General
Mark Twain Dinette	T/G Missouri Travel Meal	\$24.76	General
Total		\$5,671.89	

Mr. Mark Johnston
Principal
Panorama Community School District
701 West Main Street
Panora, Iowa 50126

May 27, 2014

Dear Mr. Johnston

It is with mixed emotions that I give you this letter. I have decided to accept a position with the Ames Middle School as their Family and Consumer Sciences Instructor for the 2014-2015 school year.

I would like to thank you for the opportunity to teach with the Panorama Community School District for the past two years. The staff, administration and students have been wonderful to work with. The guidance, mentoring and friendship I have received while on staff here, has been priceless. I have thoroughly enjoyed the school district and the community support.

Ames Middle School comes with a fine reputation and a 12-minute commute. Being closer to home and family is a definite advantage.

Thank you, again, for the opportunity to teach with the fine staff at Panorama Community School District. If I can be of any assistance throughout the summer please don't hesitate to contact me. Best wishes for the 2014-2015 school year.

A handwritten signature in blue ink that reads "Shari Hernandez". The signature is written in a cursive style with a large, looping flourish at the end.

Shari Hernandez

May 29, 2014

Panorama Board of Education Members:

Please accept my resignation for my position as teacher associate. I would like to thank you for your consideration during my fourteen years of service. I have enjoyed working with the faculty and students at Panorama, but I now feel that it is time to retire. I look forward to substituting and keeping in contact with Panorama staff and students.

Sincerely,


D Ann Jontz

May 19, 2014

Ms. Kathy Elliott,

Please accept this letter as my resignation from my Paraeducator position at the elementary school effective at the end of the 2013-2014 school year.

I have enjoyed my time here so much. I've learned more than I ever imagined possible, I've created friendships that I cherish and, of course, I've had my heart stolen time and time again by the many wonderful students that I've had the honor of teaching.

I hope that, if the opportunity presents itself in the future, you would consider hiring me again for any position that you feel I would be well suited.

Thank you,

A handwritten signature in cursive script that reads "Deb Seeman". The signature is written in dark ink and is positioned to the right of the typed name "Deb Seeman".

Deb Seeman



Sarah Young <sarah.young@panorama.k12.ia.us>

Junior High Track Letter of Resignation

1 message

Jill Parker <jill.parker@panorama.k12.ia.us>

Fri, Jun 6, 2014 at 7:52 AM

To: Erin Ambrose <erin.ambrose@panorama.k12.ia.us>, Sarah Young <sarah.young@panorama.k12.ia.us>

I am sending this letter to inform you that I will be resigning from my position as Junior High Track Coach. I was grateful for the opportunity to continue to work with young athletes and gain more experience as a coach. I am excited about my newest endeavor with my Teacher Leadership position as a mentor for new teachers next year. I'm unaware with how this position will affect my schedule and want to choose how I use my time wisely. I want the best for these athletes and my career as a teacher.

Thank you for understanding,

Jill Parker
Panorama Community School District
4th Grade Teacher
MS Volleyball Coach



Sarah Young <sarah.young@panorama.k12.ia.us>

Junior High Track Resignation

1 message

Ryan Nail <ryan.nail@panorama.k12.ia.us>

Thu, Jun 5, 2014 at 1:54 PM

To: Erin Ambrose <erin.ambrose@panorama.k12.ia.us>, Sarah Young <sarah.young@panorama.k12.ia.us>

I am writing to resign my position as a junior high track coach. I would like to spend more of my time and efforts on my head softball position once the beginning of the year starts. Thank you.

-

Ryan Nail

Panorama Elementary School
Physical Education Teacher
Varsity Softball Coach
School: 641-755-2021
Cell: 515-230-5736
ryan.nail@panorama.k12.ia.us



Sarah Young <sarah.young@panorama.k12.ia.us>

Wrestling cheer coach

1 message

Heather Vogel <heather.vogel@panorama.k12.ia.us>
To: Sarah Young <Sarah.Young@panorama.k12.ia.us>
Cc: Erin Ambrose <erin.ambrose@panorama.k12.ia.us>

Fri, May 16, 2014 at 10:05 AM

I am resigning my position as the wrestling Cheerleading coach effective immediately.

Heather Vogel

—

Heather Vogel

Contract Recommendations

2014-15 School Year

Teacher Contracts

Cara Heffernan	3 rd Grade Teacher	\$36,285.95
Jacob Schmudlach	3 rd Grade Teacher	\$36,285.95
Jessica Prince	Preschool/Reading	\$37,173.95
Angela Gloede	3 rd Grade Teacher	\$46,659.95
LeRoy Berentschot	Elementary Art	\$53,901.95
Steven Hameister	Food Science	\$44,763.95
Emily Stagg	Paraeducator	\$15,898.00
Jacki King	Paraeducator	\$14,904.00
Page Arganbright	Paraeducator	\$14,904.00
Emily Stewart	Paraeducator	\$14,904.00

Extracurricular Contracts

Cara Heffernan	Junior High Cross Country	\$1,550.00
Steven Hameister	FFA Sponsor	\$1,240.00



STATE OF IOWA

TERRY BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF EDUCATION
BRAD A. BUCK, DIRECTOR

May 14, 2014

Agreement # 51210000

Ms. Stephanie Godwin
Superintendent's Secretary/Authorized Representative
Panorama CSD
701 W. Main St
Panora, IA 50216

Dear Ms. Godwin:

On March 26-28, 2014, an Administrative Review of the National School Lunch Program (NSLP) operations at Panorama CSD was conducted by Keerti Patel, consultant.

The Administrative Review is a collaborative process between the bureau and the SFA. The Administrative Review includes both Critical and General Areas of Review. The Critical Areas are Performance Standard 1 – Benefit Issuance/Counting and Claiming procedure and Performance Standard 2 – Menu Items/Components and Quantities. The General Areas of review include Free and Reduced Price Policy Statement, Verification, Monitoring, Hazard Analysis Critical Control Point (HACCP), and Local Wellness Policy.

Below are commendations and general observations. Attached is the Administrative Review Summary Report which lists findings requiring corrective action. The Administrative Review Summary also lists findings where technical assistance was provided. Please review these carefully for dates when corrective action is due. **A response to all required changes and corrective action is due by, Monday June 2, 2014. If you need additional time please contact me in writing prior to this date.**

COMMENDATIONS & OBSERVATIONS:

CERTIFICATION AND BENEFIT ISSUANCE:

1. Income eligibility documentation for one hundred and seventy nine students was reviewed. The student names were statistically selected from the district's Point-of-Service (POS) benefit issuance list for February 2014. The correct income eligibility form (English) was used. Stephanie should be commended for the outstanding job on certification and benefit issuance. No errors were found in the selected sample size.
2. The current year income eligibility guidelines were used.
3. Iowa Certification and Verification Excel Spreadsheet (ICAVES) is used correctly. A copy of the completed ICAVES worksheet is attached to each application approved/declined based on reported income.
4. Eligibility applications with the correct FIP and FA case number were approved.
5. Stephanie writes the date the application is received from the household. All applications were processed within ten operating days.
6. A copy of the letter of notification is attached to each approved or denied application. The state prototype letter is used for notification to household declined meal benefits.
7. There was one homeless student in the selected sample. There was a letter on file from the local homeless liaison for the student.
8. Direct certification lists were downloaded on the day list made available by the state agency. Each downloaded list is retained as a hard copy. The date when accessed is written.

Grimes State Office Building - 400 E 14th St - Des Moines IA 50319-0146

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9. Benefits issuance lists are updated in a timely manner when student(s) transfer out of the district. An end date is entered on *Infinite Campus* so prior year's benefits are not continued beyond 30th operating day of the current school year.
10. The list of households desiring information on Hawk-i was sent to Hawk-i prior to the deadline date of January 31st.

VERIFICATION:

1. Verification was completed using the standard method. The accuracy of the initial eligibility determination is confirmed by either Stephanie Godwin or Charlene McNeill depending on who determined eligibility for the selected application.
2. The verification sample size was correctly selected from error-prone applications approved as of October 1.
3. Documentation is on file for verification activity – letter of selection and income documentation from the households.
4. All verification activity was completed prior to November 15th deadline.
5. Verification Collection Report was correctly completed and reported.

MEAL COUNTING AND CLAIMING

1. The *Infinite Campus* software program is used for meal counts at the Point Of Service (POS). Meal counts are taken at the beginning of the line at the elementary school as reported on the school site application on CNP 2000.

MEAL COMPONENTS AND QUANTITIES

1. The menu for the day of review included all meal components in the required minimum amount. The meal components were available throughout the meal service.
2. Water is available to all students throughout lunch service.
3. Signage is posted near the beginning of the meal service line informing students to build a reimbursable meal from the day's breakfast or lunch menu. The breakfast signage is very easy for students to understand.

GENERAL AREAS OF REVIEW:

CIVIL RIGHTS:

1. Ethnic/racial data had been collected for the current school year.
2. Civil Rights training completed by all school personnel who interact directly with households applying for or receiving meal benefits. Training is documented.
3. The USDA "And Justice for All" poster was posted in a visible location.

ON-SITE MONITORING:

1. On-site monitoring of the meal counting and claiming was completed at each school site in October of 2013.

FOOD SAFETY PLANS:

1. Temperature logs are kept for the freezer, walk-in cooler, milk cooler, and dry storage areas. Thermometer calibration logs are available.
2. Temperatures are noted on FPRs for menu items.
3. The kitchen, walk-in cooler, freezer, and dry storage are very clean and well-organized. Food is stored 6" above the ground.
4. Food is labeled and dated.

5. The FSD requested two food safety inspections for each school for the current school year. The requests are documented. No inspections have been completed by the Department of Inspections and Appeals (DIA). Each school in the district received two health inspections in the prior year.
6. Marilyn, kitchen manager at the elementary school completed ServSafe certification training on March 26, 2014.
7. The school HACCP manual was reviewed and updated in March 2014.

Thank you for the courtesies extended during our visit, sending review materials and answering questions during the review process promptly.

Sincerely,



Keerti Patel, M.S., R.D., L.D.
Consultant
Bureau of Nutrition and Health Services
515-281-3353
keerti.patel@iowa.gov

Cc: Ms Kathryn Elliot, Superintendent
Mr. Bob Rogers, Food Service Director

Administrative Review Summary Report – Panorama CSD

Findings	Technical Assistance	Corrective Action	Response	Due Date
<p>Critical Area Performance Standard 1: Meal Access and Reimbursement Meal Counting and Claiming</p>				
<p>REVIEW PERIOD: For February 2014, the meal counts reported for claims on CNP 2000 do not match the meal counts on the <i>Infinite Campus</i> monthly edit check sheets. The counts claimed for reimbursement match the manual edit check completed by Authorized Representative (AR). The manual edit check counts were completed using the daily transaction summary report generated by <i>Infinite Campus</i>. A comparison of the meal counts on the <i>Infinite Campus</i> monthly edit check and the daily transaction summary report for February 2014 show some counts that differ.</p>		<p>Authorized Representative (AR) will contact <i>Infinite Campus</i> technical support to determine the discrepancies so that accurate counts are transferred from the daily transaction summary report to the monthly edit check report on <i>Infinite Campus</i>. The district will continue to complete manual monthly edit checks. The district will report to the State Agency (SA) the resolution of this discrepancy.</p>	<p>We compare Edit Record done manually with end of the month Edit Check Record and compare for discrepancies and change Edit Check to show manual corrections done on a daily basis. For example, the child who comes as a new student may have lunch before eligibility is determined. We may have to manually record, which throws the count off, depending on their eligibility. This is not an Infinite Campus issue. We will continue to check reports against one another for accuracy and make the necessary adjustments.</p>	<p>Please send response by: Friday, June 6th.</p>
<p>DAY OF REVIEW: The Point-Of-Service (POS) individual has a book with student barcodes by classroom. When the student barcode is scanned, the POS screen is displaying the lunch charge for each student. This is overtly identifying the student as free, reduced or paid. Students pay for school meals at the elementary office and not at POS.</p>	<p>USDA requirements are that overt identification of eligible students is not allowed.</p>	<p>AR will contact <i>Infinite Campus</i> technical support to eliminate this identification. Only student name and balance should show on the screen Please send a written statement this change was made.</p>	<p>This was corrected right away. It had to do with the configuration on the computer and this was checked by our IT department and has been corrected.</p>	<p>Please send response by: Friday, June, 6th.</p>

May 14, 2014

<p>DAY OF REVIEW: Students picked up their milk from the milk cooler which is located near the POS individual. They would then go and stand in the meal service line. POS individual would identify the student in the line and scan the barcode. There was no medium of exchange between the POS individual and the student.</p>	<p>USDA requires that meals must be counted at the point-of-service. This is the point in the food service operation where it can be determined that a free, reduced-price, or paid meal meeting meal pattern requirements is served to an eligible student. A medium of exchange should be involved in receiving payment for meals from students. This medium of exchange can be collecting cash or any type of ticket, token, ID, name, or number student use to obtain a meal. Technical assistance was provided. The POS individual corrected the error immediately. This information should be included in training any new POS individual.</p>	<p>Describe the corrective action the district has taken in obtaining accurate meal counts in preschool classroom.</p>	<p>This was discussed during the exit conference and agreed upon. No further action is required.</p>
<p>Meal counts for the preschool students are taken in the classroom and entered in the POS system by the elementary school secretary. Based on conversations with the one preschool teacher, the counts are generated from attendance and not actual point-of-service count. New Opportunities Head Start kids also attend preschool class. These students are claimed by the district.</p>	<p>Accurate counts can only be generated at the point-of-service. Attendance records should not be used for meal counts. One suggestion is to keep a roster with children's first and last name and operating dates for the month and an "X" in the column if a child eats breakfast, lunch, or snack. This roster count will be entered in the POS system. The roster counts will be maintained with the claim for reimbursement records to validate if transfer of counts from roster to POS was accurate.</p>	<p>Preschool counts were taken from attendance at the beginning of the day rather than at the POS. Counts will now be taken at POS when meal is given to the student and counts will be given to secretaries in the office with a check mark by name and the meals they were actually given.</p>	<p>Please send response by: Friday, June 6th.</p>
<p>Critical Area Performance Standard 2: Meal Pattern and Nutritional Quality</p>			

<p>DAY OF REVIEW MEAL COMPONENTS AND QUANTITIES</p> <p>Signage is not posted near or at the beginning of the salad bar service line informing students how to build a reimbursable meal using the day's salad bar menu.</p>	<p>Signage at the beginning of the meal service line is required for the salad bar in addition to the regular meal service line. Signage at the salad bar would ensure students understand which components and how much of each component to select for a reimbursable meal. The sign is especially important when Offer versus Serve (OVS) is implemented to help students select a reimbursable meal.</p>	<p>Send a copy(s) of signage implemented for the salad bar at both the beginning of the meal service line and at the salad bar. Students, servers, and POS must be able to identify a reimbursable meal.</p>	<p>Signage is attached as scanned document.</p>	<p>Please send by: Friday, June 6th.</p>
<p>A. Salad bar was located after the POS at the elementary school. The district had not requested prior approval from the state agency via the site application on CNP2000 to locate the salad bar after the POS.</p> <p>B. Students in grades 3-5 can select a reimbursable meal either from the regular lunch line or the salad bar.</p> <p>C. The salad bar had the following meat/meat alternate choices: diced turkey ham- 1 oz cup by volume, shredded cheese – in 1 oz cup, cottage cheese ½ cup- pre-portioned, one hardboiled egg. Elementary foodservice staff was not counting any of the meat/meat alternate and grain choices on the salad bar into the daily and weekly meat/meat alternate and grains amounts, respectively.</p> <p>D. A majority of students were observed taking a cup of diced turkey ham, cheese, a hard-boiled egg, and sometimes even cottage cheese.</p> <p>E. Grain items on the salad bar were croutons and chow mein</p>	<p>A. Please see attached USDA memo SP31-2013 Salad Bars in the National School Lunch Program issued on March 27, 2013.</p> <p>C. The Final Rule: Certification of Compliance with Meal Requirements for the National School Lunch Program under the HHFKA of 2010 issued by USDA effective March 4, 2014 permanently lifted the requirement for weekly maximum for meat/meat alternates and grains. Meals still must be planned to meet daily and weekly minimum requirements. Meals must still be to meet dietary specifications over the course of the week including the calorie range for the age/grade group. For grades K-8, the calorie range is 600-650 for lunch. By not monitoring student selection of meat/meat alternates and grains on the salad bar; the average weekly calories for meals will likely exceed the maximum calorie requirements.</p> <p>E. Instructions on the minimum amount to select for each grain</p>	<p>This was discussed at the exit conference with the Superintendent, Authorized Representative, and the Food Service Director. The following are suggested corrective action steps:</p> <p>A. POS can be at the end of the meal service line. Please change the site application on CNP2000 to reflect this change. The POS individual will be trained to identify a reimbursable lunch.</p> <p>For SY 2014-2015, if the POS continues to be at the beginning of the line, the district will submit a request for prior approval from the state agency This request will be made on the online school meal programs site application with explanation on how monitoring for a reimbursable meal.</p> <p>C. & E. The FSD will brainstorm with his staff on how to continue offering meat/meat alternates and grains on the salad bar and carefully monitor selection and usage of meat/meat alternates on salad bar. The school can opt</p>	<p>POS has been changed to the end of the line (A). Training on proper portion size and what constitutes a reimbursable meal for meat/meat alternate choices (C) and grains (E) will be given to all involved with food service and POS as well as supervisory staff.</p>	<p>Please send by: Friday, June 6th.</p>

<p>noodles. The grain items were not pre-portioned and no instruction provided to students on the minimum amount to take of each grain items if this is one of components student selects for a reimbursable meal.</p>	<p>items on the salad bar must be posted. The school can also choose to pre-portion. Student should be instructed on how many of pre-portioned amounts to take.</p>	<p>to offer pre- prepared salads.</p>	<p>This was discussed during the review. No further action is required.</p>
<p>REVIEW PERIOD: MEAL COMPONENTS AND QUANTITIES</p> <p>A. Food Production Records (FPR) and supporting documents – CN labels, ingredient statements, and standardized recipes were reviewed to validate the information on the menu certification worksheet (K-5) for the week of February 24th. The school met all meal pattern requirements except grains. At present, only 20% of the grains over the course of the week are whole grain-rich. The 6 cents performance-based reimbursement will be maintained.</p> <p>B. The district is a member of the Iowa Association of Educational Purchasers (IAEP). The IAEP contract letter states the distributor will supply the members with manufacturer’s Product Formulation Statement (PFS) or CN labels for commercially prepared mixed entrees on request. The district awarded the bread bid to Bimbo. They are the only bread company that will bid and deliver for the district.</p> <p>C. For SY 2013-2014, the IAEP bid specifications do not include</p>	<p>A. Any commercially prepared entrées should either have the manufacturer’s CN label on product packaging or a manufacturer’s Product Formulation Statement (PFS). Information received from the distributor (Martin Brothers for IAEP members) is not acceptable. The ingredient statement on the food item package or PFS for grain/breads should show the product is whole-grain rich. <i>Please note:</i> SY 2014-2015 all grains must be whole-grain rich. CN crediting information for USDA products can be found at http://www.fns.usda.gov/fdd/nslp-usda-foods-fact-sheets. CN crediting information for lowa-processed USDA products are available in the USDA Food Facts SY 2013-2014: A guide for state processed items. The booklet is posted on the DE website. This booklet is updated annually. The FSD will contact regional IAEP committee to ensure that distributor bid specifications include language on whole grain-rich products, and dietary specifications. Effective July 1, 2014 all grains offered for breakfast and lunch must be whole grain-rich. Refer to the USDA Whole Grain-Rich</p> <p>B. The FSD will contact regional IAEP committee to ensure that distributor bid specifications include language on whole grain-rich products, and dietary specifications. Effective July 1, 2014 all grains offered for breakfast and lunch must be whole grain-rich. Refer to the USDA Whole Grain-Rich</p>	<p>to offer pre- prepared salads.</p>	<p>This was discussed during the review. No further action is required.</p>

<p>language on the amount of saturated fat, whole grain-rich, or sodium requirements for entrees and baked goods.</p>	<p>Resource posted at: http://www.fns.usda.gov/tn/whole-grain-resource. The district will include specifications for whole grain-rich products and receive PFS from the manufacturer for breads. Failure to meet the component and quantity requirements is a noncompliance and may lead to Fiscal Action (FA) at the next Administrative Review (AR).</p>		
<p>General Areas Program Compliance Civil Rights</p> <p>A. Procedures for handling civil rights complaints do not meet Food and Nutrition Services (FNS) requirements per response provided on the off-site assessment response.</p> <p>B. The updated civil rights statement is not printed on materials related to school meals.</p>	<p>A. Please review pp. 17 of the Civil Rights handout <i>Procedure for Handling Complaints</i>. A sample civil rights complaint form can be found in Appendix E of the FNS Instructions 113-1 – Civil Rights Compliance and Enforcement – Nutrition Programs and Activities. This instruction is posted on the DE website in the Nutrition Quick Link – Civil Rights Training for Participating Organization in Child Nutrition Programs.</p> <p>The school civil rights procedures must include:</p> <ol style="list-style-type: none"> i. Whether allegation is received verbally or in writing ii. The person receiving the complaint must transcribe the complaint iii. The outside agency to which the complaint is forwarded iv. The procedure should not indicate that the school attempt to resolve the complaint. <p>B. All school meal program materials will have the updated USDA non-discrimination statement. For</p>	<p>A. The district must have a procedure developed to handle civil rights complaints. Send a copy of the procedures developed to handle civil rights complaints.</p> <p>Written procedures to handle civil rights complaints related to the FNS program have been developed and are posted on the district website. The sample civil rights complaint form in Appendix E of FNS Instructions is included as part of the written procedures. (See attached)</p> <p>The updated USDA non-discrimination statement is posted on the district website and will be posted on all school meal program materials when distributed. Menus will have the following statement: "USDA is an equal opportunity provider and employer."</p>	<p>Please send information by: Friday, June 6th.</p>

	<p>materials where the complete USDA non-discrimination statement cannot be printed, such as school menus, the following statement will be printed – “USDA is an equal opportunity provider and employer.” The new nondiscrimination statement can be found at: http://www.fns.usda.gov/usda-nondiscrimination-statement.</p>		
<p>Children with Special Dietary Needs</p>	<p>School must have the <i>Medical Statement for Special Dietary Needs</i> form on file for student(s) who need to follow a diet that does not meet USDA's meal pattern requirements. A state-prototype form was emailed to the Authorized Representative immediately after the review. For student(s) with lactose intolerance, the non-dairy beverage provided must be nutritionally equivalent to cow's milk. A list of non-dairy beverages available in Iowa was emailed to the Food Service Director.</p>		<p>This was discussed with the FSD. No further action is required.</p>
<p>Food Safety The district has not received any food safety inspection in the current school year. Requests for the inspection have been documented by the FSD. The most recent food safety inspection report was not posted in a visible location.</p>	<p>Food safety inspection reports must be posted in a visible location. This was corrected during the review.</p>		<p>No further action is required.</p>
<p>Local Wellness Policy (LWP) A copy of the school's local wellness policy was provided. The policy meets the 2004 guidelines and includes goals for nutrition education, physical activity, and other school based activities. The policy also includes goals for</p>	<p>Pending USDA publication of the Local School Wellness Policy final rule and further guidance, the SA strongly recommends that the school develop: A. A plan to make the School Wellness Policy available to the</p>		<p>This was discussed at the exit conference. No further action is required.</p>

May 14, 2014

<p>nutrition promotion. The policy was last reviewed on 7/9/2012.</p> <p>A list of the school wellness policy members for SY 2012-2013 was provided.</p> <p>All foods and beverages sold to students during the school day must meet HKA requirements- the school maintains a file with nutrition calculator print-outs for approved foods and beverages.</p>	<p>public.</p> <p>B. Plan to periodically review and update the Local Wellness Policy and maintain documentation.</p> <p>C. Plan on how stakeholders will be notified and encouraged to participate in the development, review, update, and implementation of the Local School Wellness Policy.</p> <p>D. Periodically assess progress on meeting the goals of the Local School Wellness Policy.</p> <p>E. How the public/community is made aware of the result of the assessment to meet the goals of the Local School Wellness policy.</p> <p>F. Please add a statement in the student handbook that they can participate in the school wellness committee.</p> <p>G. Schools are required to permit teachers of physical education, school health professionals, and students to participate in the LWP committee.</p> <p>The USDA Smart Snack rule will be effective July 1, 2014. All vending, a la carte, and fundraising foods and beverages will need to meet the standards. Iowa Team Nutrition will be offering two webinars, Thursday May 22nd and Wednesday, May 28th. For registration and more information, please visit the calendar on DE website. For a summary of "All Foods Sold in Schools" standards, please visit, http://www.fns.usda.gov/sites/default/files/allfoods_flyer.pdf</p>		This was discussed during the
<p>Resource Management A separate account each for vending and a la carte foods and</p>	<p>The State Agency (SA) will continue efforts to locate and share with SFAs resources developed by USDA and</p>		

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May 14, 2014

<p>beverages is set up. Costs and revenue generated are simple to track for these two accounts. However, costs and revenue for foods sold a la carte that are sold on the reimbursable meal line are not tracked as closely.</p> <p>Total expenses in the school lunch account exceeded revenues in SY 2012-2013. The district has taken steps to evaluate the reasons and steps have been implemented. A school foodservice position was eliminated at the high school.</p>	<p>other states. Resources developed by Kansas State Department of Education, financial excel worksheets developed by National Food Service Management Institute (NFSMI) and recipe costing documents shared.</p>		<p>review. No further action is required.</p>
<p>School Breakfast Program (SBP) and Summer Food Service Program (SFSP) Outreach</p> <p>Information about the district participation in NSLP and SBP programs is sent at the beginning of the school year. No outreach activity is provided for SSFP.</p>	<p>A. The district is required to inform households of the availability of the SBP at the beginning of the school year and periodically throughout the school year. This information can be sent to the local media or posted on the district website. Simply posting a breakfast menu is not sufficient.</p> <p>B. Districts are required to inform households of the availability and location of SFSP prior to the end of the school year.</p> <p>SBP outreach materials are available in the SBP breakfast toolkit and the SFSP outreach toolkit. These materials can be found at the following link: www.fns.usda.gov.</p> <p>The bureau also has a google map listing all SFSP sites in the state. The map can be accessed at the DE website on the Summer Food Service Program page or www.whyhunger.org/findfood</p>	<p>A. Please respond on how the district will provide outreach for these two programs and the medium used – newsletter, website etc.</p>	<p>The May 22, 2014 district newsletter provided outreach for the SFSP program to all families prior to the end of the school year. (Archived newsletter available on district website) The first newsletter of 2014-15 school year will inform households of the availability of the SBP. The bi-monthly newsletter will provide information on the SBP two additional times throughout the year. Building FNS personnel will continue to encourage student participation in SBP through morning announcements of what is being served.</p>

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***Elementary Principal/School Improvement Coordinator Report
Submitted by Mary Breyfogle
June 9, 2014***

Preschool

- Current numbers
 - 20 three-year-olds
 - 35 four-year-olds
 - 2 five-year-olds
 - 66 slots full at this time
- Updates
 - Have sent or given out 6 applications this week in addition to the approximately 10 that have not yet been returned
 - Staying on top of these numbers so if needed we can adjust staffing to accommodate a 6th section if needed sooner rather than later

Curriculum Adoptions Updates

- Literacy
 - 20 teachers attended training on June 3 and 4 in Griswold to learn more about teaching reading and writing using our new materials
 - Teachers will have opportunity to learn more on June 10 about how to organize instructional time within a balanced literacy framework and will gain an even deeper understanding of the process children go through in learning to read
 - Everyone is very excited about how well our new materials align to Iowa Core with the skills and concepts as well as the characteristics of effective instruction
 - Heard many success stories from other schools where students had been struggling and have turned things around using these materials
 - Support will be ongoing throughout the year for teachers

Middle/High School Board Report
June 9, 2014

1. Scheduling. We are running a slightly different schedule next year. All high school students will have study hall at the same time allowing them access to their teachers who will either be supervising the study hall or planning. We hope this subtle change will increase access to teachers.

We have already added two college courses to be taught on campus next spring. Mrs. Lindstrom will be teaching a drawing and clay class for dual credit through DMACC. We are also looking to add two more courses through the agriculture program.

We have added a middle school math seminar during 6th block. Mrs. Ploeger will be working with middle school students who are struggling with current learning or who need help mastering skills from prior years.

2. Reading Curriculum. We have adopted the "Making Meaning" curriculum which is the same as the elementary. We wanted to maintain a consistent reading instruction experience for middle school students coming out of the elementary. Mr. Miller and Mrs. Smith attended training with the elementary staff this past week.
3. Graduation Events. Awards night and graduation went very well. I was pleased with both events. Every year I am reminded of how lucky we are to live in communities that are so giving. It was fun to see so many students honored with awards and scholarships. Thanks to Tom for helping out with the graduation ceremony.
4. Summer Work. Staffing considerations have been a top priority. I am excited about our recent hires and will be helping them become acquainted with the district and their new positions. Working with the newly selected teacher leaders will also be a high priority this summer.

Mark Johnston



Call for 2015 Legislative Action Priorities

What Your Board Needs to Do

Spend the May, June, or July board meetings analyzing, discussing and voting on your top legislative priorities for next year. This should give all school boards at least two meetings to identify their priorities for the 2015 General Session by doing one or more of the following:

- Pick no more than five priorities or agree to move forward with the priorities from the 2014 platform, and/or;
- Suggest amendments to existing resolutions or recommend new resolutions;
- Identify resolutions that should be removed from the platform if they are no longer relevant or critical.

Submit your district's top five legislative priorities or general approval to IASB by August 8th on-line at <https://www.surveymonkey.com/s/Q7FMBN92015IASBlegispriorities>.

The Resolutions and Priorities Process

- The IASB Legislative Resolutions Committee (LRC), at its August meeting, will review the submitted resolutions, prioritize them and make recommendations to the IASB Board of Directors.
- The IASB Board of Directors, at its September meeting, will vote to approve or modify the LRC recommendations and forward the report to the Delegate Assembly.
- The IASB Delegate Assembly will meet in Des Moines on November 19th. The Delegate Assembly is the official body that establishes the IASB Legislative Priorities, Resolutions and Beliefs.

What is the Legislative Resolutions Committee?

The building of, and the strength of, the IASB legislative platform is based on member input. The Legislative Resolutions Committee is a 19 member committee comprised of K-12 board members, an AEA representative and an Iowa Community College Board of Trustees member. The IASB President-elect presides over the LRC. Members of the IASB Board of Directors appoint an LRC committee member from their director district. The IASB president makes five at-large appointments. The AEAs and Iowa Association of Community College Trustees each appoint one member. The LRC is a cross-section of school boards from across Iowa, big and small, urban and rural.

Thank you for adding your voices to the IASB legislative grassroots process!

Remember: IASB needs your top five resolutions by August 8th.

Please visit this link to obtain a copy of all supporting documents; <http://www.iasb.org/LegislativeAdvocacy.aspx?id=7342>.



2014 IASB Legislative Resolutions Actions

STUDENT ACHIEVEMENT AND STUDENT EQUITY: The Iowa Association of School Boards:	Legislative Action 2014 Session
1. Supports preserving the integrity of the statewide penny sales tax for school infrastructure, including the tax equity provisions of buying down the highest additional levy rates to the state average.	No major action but SF 2230 added language that allows a vote on the revenue purpose statement for school infrastructure funds to occur at the same time as a reorganization vote.
2. Supports full state funding to encourage local initiatives to fully comply with current professional development program requirements.	<ul style="list-style-type: none"> • Student Achievement/Teacher Quality- \$56,791,351 • Iowa Reading Research Center – \$1,000,000 • AEA Support for System for Teacher Leadership -\$1,000,000 • Administrator Mentoring \$1,000,000
3. Supports continued progress in the development of rigorous content standards and benchmarks consistent with the Iowa Core focused on improving student achievement, including the following state actions: <ul style="list-style-type: none"> • Provide and fund technical assistance to help school districts fully implement the Iowa Core. • Develop or obtain high-quality summative and formative assessments, aligned to the skills students should know and be able to do to succeed globally and locally. • Include and fund all the components of successful standards systems: assessments aligned to high expectations, improved and aligned instruction and quality professional development. 	<ul style="list-style-type: none"> • Student Achievement/Teacher Quality \$56,791,351 • AEA Support for System for Teacher Leadership -\$1,000,000
4. Supports adequate and on-time funding for English-language learner (ELL) students until the students reach proficiency.	No action
5. Supports a funding mechanism for school districts' transportation costs that does not directly or indirectly impact funding for the educational program.	No action
6. Supports adequate funding to ensure all 4-year-olds have access to a high quality public school preschool program. We should continue to allow 4-year-olds to be included in the enrollment count if those programs can demonstrate meeting the collaboration and quality standards requirements of the statewide voluntary preschool program.	No action
7. Supports continuation of sufficient incentives and assistance to encourage sharing, reorganization or regional high schools to expand academic learning opportunities for students and to improve student achievement.	SF 2056 extends whole grade sharing incentives through FY 19 HF 2271 clarifies extension of operational sharing incentives
8. Supports the inclusion of drop-out prevention and funding for at-risk students in the foundation formula and the inclusion of socio-economic status as a factor in determining a student's at-risk status. Supports increased flexibility in the use drop-out prevention and at-risk funding.	No action
9. Supports revising the foundation formula to equalize per pupil funding regardless of the school district.	No action



2014 IASB Legislative Resolutions Actions

<p>10. IASB supports Iowa law giving local school boards authority to establish charter schools. Charter schools should not be established by any entity other than public school boards and, after approval of a charter school by a local school district, charter school plans and waivers must be approved by the State Board of Education and subject to all state accountability and reporting standards.</p>	<p>No action</p>
<p>11. Supports reform of Iowa's K-12 education system that:</p> <ul style="list-style-type: none"> • Is research-based; • Is focused on student achievement; • Includes comprehensive assessments to measure the full range and rigor of the Iowa Core; • Maintains oversight and control by locally elected boards of directors; • Does not "repurpose" existing education funds; and • Does not impose new mandates unless they are fully funded. 	<ul style="list-style-type: none"> • Student Achievement/Teacher Quality- • \$56,791,351 • Successful Progression for Early Readers (Early Literacy)- \$8,000,000 • Competency Based Education - \$425,000 for development of an assessment
<p>12. Supports returning to three-year school board member terms with less than a majority of the school board elected in any one year.</p>	<p>No action</p>
<p>13. Supports the development of and funding for research on best practices for early literacy strategies. IASB supports funding for professional development and classroom intervention strategies focused on implementing best practices for early literacy in grades PK-3.</p>	<ul style="list-style-type: none"> • Successful Progression for Early Readers (Early Literacy) - \$8,000,000 • Iowa Reading Research Center - \$1,000,000 • \$1.9 million for mandatory kindergarten early literacy assessment our of DE general administration
<p>FINANCE: The Iowa Association of School Boards:</p>	
<p>14. Supports setting supplemental state aid (replaces the term allowable growth) by the date specified in the Iowa Code at a rate that encourages continuous school improvement and reflects actual cost increases experienced by school districts and AEAs. Our priority is to increase the state cost per pupil and the spending authority associated with it to build a strong base for future education resources.</p>	<p>No action</p>
<p>15. Supports a school foundation formula that adequately, and in a timely manner, funds changes in demographics including socio-economic status, remedial programming, and declining and increasing enrollment challenges.</p>	<p>No action</p>
<p>16. Supports greater flexibility in the use of the management levy for those services required by law including inspections and publication costs and legal and auditing services, including internal auditing services and staff and allowing payment of early retirement benefits for any retiree over the age of 55.</p>	<p>SF 220 allows use of management levy to pay for early retirement benefits for early retirees over age 65</p>
<p>17. Supports greater flexibility in allowing school districts to charge fees for non-curricular related costs.</p>	<p>No action</p>
<p>18. Supports the continuation of programs currently funded by the early intervention block grant program with flexibility to use those funds for other K-3 literacy programs if approved by the school board.</p>	<p>No action</p>

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2014 IASB Legislative Resolutions Actions

LOCAL CONTROL The Iowa Association of School Boards:	
19. Supports legislation that provides greater flexibility for school districts to meet changing needs, become more efficient, protect natural resources and save public funds, including support of Home Rule.	SF 2230 added language that allows a vote on the revenue purpose statement for school infrastructure funds to occur at the same time as the reorganization vote. Language was also added that reduces the publication requirement from two publications to one publication for the disposal of property (such as basketball jerseys) that has a resale value of less than \$5,000.
20. Supports the repeal of the mandatory school start date.	No action
21. Supports offering incentives to school districts to provide extended days and/or innovative calendars. School districts receiving these incentives will evaluate and determine the impact on student learning.	No action
22. Supports the use of physical plant and equipment levy (PPEL) funds for the maintenance and repair of transportation equipment that can be purchased or financed with PPEL funds.	No action
TAXES The Iowa Association of School Boards:	
23. Supports legislation allowing school bond issues to be passed by a simple majority vote and to permit the local school board to levy a combination of property taxes and income surtaxes to pay the indebtedness.	No action
24. Supports sufficient state revenues to adequately fund public education as Iowa's number one priority. IASB opposes erosion of the existing tax base. IASB supports a full accounting every two years by state government of the costs of all exemptions, credits or deductions for the income tax, sales tax or property tax.	No big tax cuts that impact us FY 16 Supplemental State Aid wasn't passed but the state did fully fund commitment to TLC for FY 15.
25. Supports Tax Increment Financing (TIF) limitation, reform and regulation. Reforms should limit the duration of all TIF districts, and mandate inclusion of the affected taxing bodies including school districts in discussions prior to the imposition of a TIF. TIFs are to be used for the sole purpose of stimulating development that would otherwise not occur. Expenditures from TIF revenues should not be used to pay for property tax rebates or other direct subsidies to private developers. In addition, IASB opposes residential TIFs that are not directly tied to job creation unless the impacted school districts approve.	No action
26. Opposes a constitutional amendment or statewide voter referendum that would limit taxes, spending or local control impacting education.	No action
27. Supports efforts to minimize property tax disparities that occur between school districts because of the additional levy rate in the school foundation formula.	No action
28. Opposes property tax restructuring unless it continues to hold school districts harmless.	No action
29. Opposes the imposition of franchise fees on school corporations.	No action

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2014 IASB Legislative Resolutions Actions

PERSONNEL	
The Iowa Association of School Boards:	
30. Supports giving school districts and AEAs the option to reduce staff to respond to reductions in funding or to comply with an arbitrator's award. School districts and AEAs should not be required to use the teacher contract termination procedures in <i>Iowa Code</i> section 279.13 for such staff reductions.	No action
31. Supports providing school districts with incentives and the flexibility to pay market competitive wages for shortage area positions, especially in the areas required to meet graduation and Iowa Core mandates.	No action
32. Opposes changes to labor and employment laws unless they: <ul style="list-style-type: none"> • Include adequate resources provided by the state without a shift from other education resources or significant burden on property taxpayers. • Balance the rights of the employees with the rights of management with scales tipped in favor of student achievement and student safety. 	No action
33. Support a requirement that arbitrators, prior to any imposition of an award against a school district, AEA or community college, first consider local conditions and ability to pay. After the arbitrator determines the school district, AEA or community college has the ability to pay, the arbitrator should then consider comparability based upon similar size and geographic region.	No action
34. Supports a change in state law that allows school districts to voluntarily enroll their employees in the state's health, dental and life/long-term disability insurance pools.	No action
UNFUNDED MANDATES	
The Iowa Association of School Boards:	
35. Supports predictable and timely state funding to serve students receiving special education services at a level that reflects the actual cost, including educational programming and health care costs.	No action
36. Supports the federal commitment to fund 40 percent of the cost of educating students receiving special education services, and requests that the federal government fulfill that commitment by increasing funding a minimum of 8 percent per year until the 40 percent figure is achieved.	No action
37. Opposes and seeks to repeal unfunded mandates.	Mandates on epi pens, radon mitigation defeated; mandatory radon testing with \$1M appropriated to the testing.
38. Supports legislation requiring any new mandate have corresponding funding sufficient to implement the new mandate.	Mandatory radon testing with \$1M appropriated to the testing which isn't quite enough to fully fund the mandate.

PPEL/SAVE Projects FY15

Facilities Projects			
<i>Elementary Playground/Fence</i>			
Play Equipment	Boland Recreation		16,425.00
Fence	American Fence Company		7,361.00
		<i>subtotal</i>	23,786.00
<i>Elementary Parking</i>			
Paved parking/sidewalk (19 spots)	Harmann Excavating		30,200.00
Retaining wall south of playground	Harmann Excavating		8,010.00
		<i>subtotal</i>	38,210.00
<i>Desks/Chairs</i>			
MS Student desks 70 @ \$91.63	Virco		6,414.00
MS Chairs 70 @ 64.86	Virco		4,540.20
Elem teacher desks 2 @ \$678.78	Virco		1,357.56
MS/HS teacher desks 3 @ \$678.78	Virco		2,036.34
		<i>subtotal</i>	14,348.10
<i>Carpeting</i>			
Elementary Hallways	Millhollin Floors		18,785.62
MS Classrooms (2)	Millhollin Floors		9,532.78
		<i>subtotal</i>	28,318.40
<i>Voc Ag Classroom Safety</i>			
Exhaust Fans (fans and installation)	Proctor Mechanical		13,100.00
Wire exhaust fans & damper motor	Venteicher Electric		2,591.49
Airlines (7 drops)	B.E.E. Services, LLC		5,983.78
		<i>subtotal</i>	21,675.27
<i>Repairs</i>			
MS/HS Blinds	V.I.P.S.		306.11
MS/HS Library lighting	Electrical Engineering		1,233.00
Ceiling Tiles (10 cases @ \$52)	(District)		520.00
MS/HS athletic hall fountain	Climate Solutions		2,929.00
		<i>subtotal</i>	4,988.11
		Facilities Total	131,325.88
Athletic Complex Projects			
<i>HS Gym</i>			
Bleachers	BR Athletic Facility Products		80,000.00
Paint walls	Jarnagin Painting		12,585.00
		<i>subtotal</i>	92,585.00
<i>Gym Floor refinishing</i>			
HS Gym	Phillips Floors		2,808.00
MS Gym	Phillips Floors		1,234.00
		<i>subtotal</i>	4,042.00
		Athletic Complex Total	96,627.00
Technology Projects			
<i>Computers/Printers/Scanners</i>			
Elem Library Lab (26)	Dell		18,189.64
Elem Teacher comp stations	Dell		40,378.53
HS Art computers	TBD		15,000.00
HS Art printer	CDW-G		2,650.00
		<i>subtotal</i>	76,218.17
<i>Classroom Projectors</i>			
Elementary (2)	Midwest Computer Products		6,197.42
MS/HS (5)	Midwest Computer Products		15,493.55
		<i>subtotal</i>	21,690.97
<i>Servers</i>			
Upgrades	Dell		4,399.90
Additional RAM	Dell		1,567.84
		<i>subtotal</i>	5,967.74
		Technology Total	103,876.88

TOTAL PPEL/SAVE Projects Expenditures **331,829.76**

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2014-15 Costs and Registration Fees

	Books/Fees		Lunch		Breakfast		Milk			
	day	week	month	day	week	month	day	month		
Preschool			\$20.00	\$2.40	\$12.00	\$48.00	\$1.50	\$7.50	\$30.00	\$8.00
K-5*			\$30.00	\$2.40	\$12.00	\$48.00	\$1.50	\$7.50	\$30.00	\$8.00
6-8			\$40.00	\$2.40	\$12.00	\$48.00	\$1.50	\$7.50	\$30.00	
9-12			\$45.00	\$2.40	\$12.00	\$48.00	\$1.50	\$7.50	\$30.00	
Adults			N/A	\$3.40	\$17.00	\$68.00	\$2.00	\$10.00	\$40.00	

*K-1st grade students have the option of getting afternoon milk. In order for your child to have milk in the afternoon, parents must pay for this.

3-year-old Preschool tuition \$95.00 (per month)

Instrumental Rental \$25.00 (per term)

Yearbooks \$50.00
 Panorama Lanyards \$1.00
 Football Mouth Guard \$1.00
 Football Duffel Bag \$35.00
 Football Jersey \$80.00

Driver's Education \$225.00

Activity Passes	
10-Punch Pass (non-replaceable)	Season Passes (must be presented at every event)
Students \$25.00	\$65.00
Adults \$40.00	\$85.00
Family Pass N/A	\$250.00 all household members--cost effective for 4+ in family